

Twyford Parish Council

Neighbourhood Plan Sub-Committee Agenda

A meeting of the Neighbourhood Plan sub-committee will be held at 7.00pm on Tuesday 5th March 2019 at Loddon Hall, Twyford.

1. Public Questions.

2. Apologies.

3. Declaration of interest in items on the agenda.

4. Dispensations.

5. Matters arising & action points.

5.1 The Piggott School.

5.2 Flyers – Distribution. Not all households have received this?

5.3 Banners – Received. These will be put up within the village.

5.4 Neighbourhood Plan page on the website is live. Material needed.

5.5 Heavy Duty Gazebo. Clerk to investigate costs.

5.6 Donkey Derby.

5.7 Lauren Walder.

5.8 Strategy Document Production – Call for volunteers.

5.9 Engagement Planning

- Village Meeting Planning.
- Other events.
- Discussion on future plans.

6. Budgets & Expenses

Details of expenses already paid for out of the £2000 budget and items to be proposed & approved by the Sub-Committee and the Planning & Amenities Committee:

- RG10 advert - £200 (paid)
- Neighbourhood Plan Marketing Banner - £47.95 (paid)
- Pre-Questionnaire Flyers - £101.70 (paid)
- Banners - £345.83 (paid)
- Graphic Designer - £225 (cost came in under the amount that was approved. Invoice to be paid).
- Questionnaire (printing) – £508.55 (to be proposed & approved)
- Freepost Envelopes – £188.70 (to be proposed & approved)
- Freepost (Royal Mail) – TBC

6.1 Questionnaire Printing Costs - £508.55

6.2 Freepost Envelope Printing Costs - £188.70

7. Minutes of the meeting held on 5th February 2019.

8. Feedback from team 1 – Housing & Transport.

9. Feedback from team 2 – Future Village.

10. Feedback from team 3 – Village Engagement Team.

11. Social media update (RA).

11.1 Facebook

11.2 Twitter

11.3 LinkedIn

12. Questionnaire update.

12.1 WBC Consultation Software. Mr C Wickenden to liaise with Dave Allen at WBC.

12.2 Prizes (RA).

12.3 Freepost Option – A licence will cost £97+VAT and then for every item returned it will cost 41pence. Awaiting Freepost Licence number from Royal Mail.

12.4 Floor Store – Drop off point in the village.

12.5 Graphic Designer - Margaret McNally. Works completed and costs came in under budget at £225.

12.6 Progress on production.

12.7 Delivery schedule planning.

13. WBC plan update.

13.1 Meeting between Ian Church & James McCabe of WBC and Mr C Wickenden, Mr R Mantel & Ms Josie Daman. Clerk to arrange a follow up meeting.

14. Correspondence circulated by email:

14.1 Team 2 - Neighbourhood Plan Team 2 Meeting 1 February 2019 (circulated 28/2/19).

14.2 Residents letter – Is the Green Belt going to be protected in all these plans? (circulated 27/2/19).

14.3 Third party letter – Request for meeting with Croudace Homes (circulated 27/2/19).

14.4 Offer of help – Susan Witton offers her expertise as a statistician and demographer (circulated 4/2/19).

15. Date of next meetings – Monday 6th May 2019 (Working group) & Tuesday 2nd April 2019 (sub-committee).