

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 6th August 2019 at 7:45pm.

Present: Mr C Wickenden (Vice-Chair), Miss C Scull, Messer's M Alder, J Bowley, M Bray, J Jarvis & R Mantel.

Minutes: Lynn Povey (Assistant Clerk)

1. **Public Questions** – None.
2. **Apologies** – Mrs B Ditcham.
3. **Declaration of interest in items on the agenda.** – Mr M Alder made a declaration of interest on item 7.2 (Neighbouring Property).
4. **Dispensations** – None.
5. **Minutes of the meeting held on 2nd July 2019.**
Approval of the minutes as a true and accurate record. Proposed Mr J Jarvis, seconded Miss C Scull, carried nem con.
6. **Matters arising and action points.**
 - 6.1 Defibrillator – PAD deployed. Defib located with Mr N Robinson – Both the Assistant Clerk & Mrs B Ditcham to continue to follow up for its return. Drop in training sessions dates & times – carried forward.
 - 6.2 HBUG – Nothing to report. Noted.
 - 6.3 Twyford In-Bloom 2019. Day of the judging will be 22/7/19. Day of the judging was 22/7/19. Mrs L Moffatt, Mrs L Povey & Mr M Bray walked with the judges around the route joining up with Mrs B Ditcham at Colleton School. A very positive event. Results will come out in September. Noted.
 - 6.4 Nail Bar – Questions raised if permission had been sought for the lights on the sign. Email sent to the Wokingham Planning Enforcement Team. Awaiting response – carried forward.
 - 6.5 TRIP – Twyford Rethinks Its Plastic. Mrs T Ramsden was elected as Twyford Parish Council's representative. Noted.
 - 6.6 Green Wall Initiative. Mr J Jarvis informed the committee that Wokingham Borough Council are actioning this. Noted.
 - 6.7 New barrel bin by the Piggott School Footbridge – Email sent to WBC to check feasibility. Awaiting response. Noted.
7. **Planning Matters - Current List**
 - 7.1 Householder Prior Notification
Mr M Alder left the room.
 - 7.2 191239 56 Broad Hinton – No comment.
Mr M Alder returned to the room.
 - 7.3 191380 20 Kibblewhite Crescent – No comment.
 - 7.4 191587 44 Wargrave Road – No comment.
 - 7.5 191754 30 Wargrave Road – This application does not show on WBC's website. Email sent advising WBC of this error and that we will carry this application over to September when we can hopefully pass any observations.
 - 7.6 191854 47 Cotterell Gardens – No comment.
 - 7.7 191918 12 Orchard Estate – No comment.
8. **Notices of permission**
* denotes applications that the Council has previously commented on.
 - 8.1 191345 74 Orchard Estate
9. **Notices of refusal**
 - 9.1 191251 19 Broadwater Road
10. **Notice of appeal**
 - 10.1 182382 7 New Road. Clerk asked to re-note previous comments of 'As the Committee believe this is on Green Belt, they cannot support any developments.'
11. **Neighbourhood Plan meeting 6/8/19 (sub-committee)**
 - 11.1 The next meetings:

Neighbourhood Plan Sub-Committee meeting - 2/9/19 at Stanlake Meadow (19:30) – run through of the public 1-year on meeting.

Neighbourhood Plan – 1-year on public anniversary meeting on 12/9/19 (venue TBC).

Neighbourhood Plan Sub-Committee

Sub-Committee – 1/10/19 at Loddon Hall (19:00).

Sub-Committee – 5/11/19 at Loddon Hall (19:00).

Neighbourhood Plan Working Group

Working Group - 4/11/19 at Stanlake Meadow (19:30).

- 11.2 Current Neighbourhood Plan budget (£2000.00 - 2019/2020). Approved & Paid.
 Royal Mail (£496.85 – Returned Questionnaires)
 Gazebo (£375)
 Assistant Clerk Overtime (£174.30)
- 11.3 Approval of any other Neighbourhood Plan expenses.
- Tent pegs & guy ropes (£5.40). Proposed by Mr J Jarvis, seconded by Mr M Alder and agreed unanimously.
 - Budget for the 12/9/19 (drinks & canapes) (£100). Proposed by Mr M Bray, seconded by Mr J Jarvis and agreed unanimously.
 - Budget for flyers promoting 12/9/19 (£120). Proposed by Mr M Bray, seconded by Mr J Jarvis and agreed unanimously.
- 11.4 Neighbourhood Plan Facebook Admin. It was suggested for the Working Group to come up with material for the Clerks to upload. This is to be reviewed should the Clerks find they do not have the time to action this.
- 12. Other planning matters**
- 12.1 Tree Preservation Order passed, No. 1670/2019 – 144 Wargrave Road. Noted.
- 13. Footway Lighting**
- 13.1 Repair and fault report.
- 13.1.1 Lamp 47 Hurst Road – Fault reported to WBC 27/11/18. WBC confirmed that the repair was carried out on 4/12/18 however it is not dimming as intended therefore WBC have requested additional works to be carried out. Awaiting confirmation from WBC that this has been carried out.
- 13.1.2 Lamp 170 Colleton Drive – Fault reported to Balfour Beatty 20/12/18. Email sent to Mr M Alder to check if the lamp is working on 20/6/19 – Mrs B Ditcham sent an email confirming the lamp was working. Noted.
- 13.1.3 Lamp 21 Hurst Road – WBC advised us of the outage on 2/1/19. There is a problem with the Scottish & Southern Energy power supply to this lamp. Awaiting confirmation from WBC that this has been carried out.
- 13.1.4 Lamp 29 Waltham Road – WBC advised of the outage and tree covering on 23/1/19. Awaiting confirmation from WBC that these works have been carried out.
- 13.2 Twyford Works Inventory – WBC to confirm when the last remaining lamps within the parish will be converted (awaiting report).
- 13.3 Reassessment of lighting – some areas are particularly dark.
- 13.3.1 Wargrave Road & Hermitage Drive – Very dark & lack of lights. Awaiting response from WBC as to the feasibility of installing another lamp in this location.
- 13.4 Clerks Forum – Street Lights.
- 14. General Amenity Matters**
- 14.1 Gateway signage – 2m Farmgate Style Gateway. Details provided to WBC for a new quotation. Various emails have been sent and we await a response. Noted.
- 14.2 Clock – Servicing & LED costings. The engineer has visited the site and we are awaiting a quote. Noted.
- 14.3 Air quality action plan – Meeting took place on the 24/1/19. The next meeting due on 27/6/19 was cancelled. Awaiting the results of the monitoring devices at the crossroads to be able to rearrange the next meeting with the Councillors & Officials.
- 14.3.1 ‘Switch Engines Off’ signs – WBC have installed signs to various lampposts surrounding the crossroads. Possibly too high up? To consider putting some of the signs local school children are making lower down on the posts. Carried forward.
- 14.4 Bench & Bus Stop inventory for Twyford. Mr C Wickenden is working on the inventory and has asked for the item to be carried forward to the next meeting. Noted.
- 14.4.1 Street Bench / Chair Request. Response from the resident Mr Hollidge circulated on 9/7/19. Response also received from Cllr Lindsay Ferris. Noted.
- 14.4.2 Twyford Sponsored & Memorial Benches – Resident approached at the Twyford Awards asking about sponsoring a bench in the Village. Mrs L Moffatt replied stating we are happy to help anyone wishing to purchase a bench and to ask them to gain contact with the Parish Council (circulated 1/8/19). Mr J Bowley asked for the Clerks to gain contact with those wanting to sponsor a bench.
- 14.4.3 Ms S Martin has a memorial bench outside of the Hurst Road Allotments. She has asked if anything could be done to tidy up the area. WBC will maintain the underside of the bench and are considering a wild-flower area behind in the grassed area. Awaiting response from WBC about the wildflowers. Noted.
- 14.5 GTR passenger benefit fund (circulated 23/5/19). Email sent to GTR expressing a wish to engage with suggestions such as CCTV, bicycle packs and bicycle repair kits – awaiting response. Councillors to think about what other suggestions could be made.
- 14.6 GWR – opens bidding for £750,000 community fund (circulated 1/8/19). Mr M Bray suggested that the fence line that runs along the allotments from Hurst Road & Gas Lane could do with being upgraded. Councillors to think about what other suggestions could also be made.
- 14.7 Twyford Station Surveys – WBC carried out a survey on the week commencing 8/7/19 (circulated 30/7/19). Requested the results from the survey from WBC. Awaiting details. Noted.
- 14.8 British Cycling – Places to ride (circulated). Mr C Wickenden to find out what services are being offered & report back to the Committee in September.
- 15. Village Maintenance**
- 15.1 Waltham Road – The sharp bend sign leading to the Broad Hinton roundabout is virtually covered by foliage. WBC notified (Ref: W191485) – awaiting works to be carried out.

- 15.2 Fly-tipping – Stanlake Lane. A large sheet of ply board has been left near the second gate of Stanlake Meadow. WBC notified and awaiting action.
- 15.3 Resident letter to WBC advising them of an overgrown tree down Broad Hinton. WBC have asked the contractors to send the homeowner a letter requesting that the tree is cut back. Awaiting action.
- 15.4 Stanlake Meadow Hedges. Cllr Stephen Conway contacted TPC following a near miss incident and requested that the hedges along the Waltham Road are cut back. Mrs L Moffatt replied to Cllr Conway advising him that it is the verge that is causing the problem and informed him that this forms part of WBC's responsibility. Noted. Mr M Alder asked for the trees that overhang on the Waltham Road to be looked at with the view of cutting them back as these too can cause a hazard to cyclists. Clerk to action.
- 15.5 Colleton School Bulb Planting Project. Initiative lead by resident Mr J Hollidge. Mr Hollidge has asked for the Parish Council to consider putting up the poster requesting bulbs for the project on our noticeboards. The Committee are happy for the posters to be placed on the noticeboards but asked the Clerk to check the permitted size.

16. Highways

- 16.1 Speedwatch volunteers. Carried forward.
- 16.2 Second Speed Indicator – Resident asked for another device to be installed on either Waltham Road or Hurst Road. Clerk asked to send a request to WBC for a second unit.
- 16.3 CPE & parking issues (Brook Street, Broad Hinton etc). This is being dealt with by Cllr S Conway at a Borough level. No further action.
- 16.4 Parking on double yellow lines – London Road Shops (circulated 17/10/18). No further action.
- 16.5 A321 Hurst Road - Cllr Lindsay Ferris has been communicating with WBC following concerns of large vehicles using the village (circulated 27/6/19). Response received from WBC (Traffic Management) confirming that there is nothing wrong with the Central Refuge and advising the resident that the information has been passed to the Highways Asset Team to reply. Clerk to suggest to WBC that a weight limit through the Village is applied.
- 16.6 A4 – Consideration of the speed limit and the safe route to school scheme. It was proposed by Mr J Jarvis, seconded by Miss C Scull for the clerk to approach WBC to find out if a speed restriction of 40mph 100m either side of the Wargrave roundabout could be applied. Motion carried.

17. Correspondence circulated by email:

- 17.1 WBC – Local Plan Update, Site Assessment Engagement 2019 (circulated 23/7/19). Noted.
- 17.2 WBC – Campaign for Place (circulated 23/7/19, 25/7/19 & 1/8/19). Noted.
- 17.3 WBC – Planning Enforcement Stats (circulated 1/8/19). Noted.
- 17.4 Wokingham Borough Boat Dwellers' Accommodation Assessment (circulated 1/8/19). Noted.
- 17.5 E Bulletin (circulated 26/7/19). Noted.
- 17.6 Webinar – How neighbourhood planning can bring forward affordable housing for sale (circulated 1/8/19). Noted.
- 17.7 WBC – Parking Management Plan (circulated 30/7/19). Noted.
- 17.8 WBC – News Release (circulated 17/7/19). Noted.
- 17.9 WBC – Draft Rights of Way Improvement Plan 2020-2030 Consultation (circulated 30/7/19). Noted.
- 17.10 Neighbourhood Plan newsletter – Issue 6 (circulated 30/7/19). Noted.
- 17.11 Neighbourhood Plan Writing Specialist (circulated 30/7/19). Noted.
- 17.12 WBC – Arborfield & Barkham Neighbourhood Plan Consultation (circulated 30/7/19). Noted.
- 17.13 WBC – CIL & Infrastructure information sharing between WBC & Parishes (circulated 30/7/19). Noted.
- 17.14 WBC – Public rights of way improvement plan 2020-2030, have your say (circulated 25/7/19). Noted.
- 17.15 GWR – services subject to change due to heat speed restrictions on Thursday 25 July (circulated 25/7/19). Noted.
- 17.16 RE3 – Reduce, Reuse, Recycle! July Newsletter (circulated 23/7/19). Noted.

18. Date of next meeting – Tuesday 3rd September 2019.

Meeting Closed at 21:10