

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Neighbourhood Plan Sub-Committee held at Loddon Hall, Twyford on Tuesday 7th January 2020 at 7:00pm.

Present: Mr C Wickenden (Chair), Mrs B Ditcham, Mrs E Ashley & Mr R Mantel.

Minutes: Mrs Lynn Povey (Assistant Clerk)

1. **Public Questions** – None.
2. **Apologies** – Miss C Scull, Mr R Abeywardana, Mr M Alder, Mr M Bray, Mr J Jarvis & Mr J Bowley.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** - None.
5. **Matters arising & action points.**
 - 5.1 The Piggott School - Speak to students & ask for their views on Twyford & to see if their media department would like to assist with making a short film about Twyford (CW, SC & RA). Mr C Wickenden to arrange a meeting.
 - 5.2 Engagement Planning:
 - Events:
 - What local events to attend in 2020? - The same events will be attended this year (Donkey Derby, Village Fete, Horticultural Shows, School Fetes, Christmas Fayre) along with events such as the Twyford Toddlers (Mrs B Ditcham to investigate & attend), Beer Festival, Meet-a-Councillor Session, take over an empty shop to show the Strategy Group policies. Also, Mr S Conway said that both he & Mr L Ferris would be happy to hand out any literature.
 - Discussion on future plans. Engagement with other Village Groups:
 - Old Silk Mill – Mr S Conway & Mrs L Ashley.
 - The Piggott School – Mr S Conway & Mr R Abeywardana.
 - Twyford Surgery – Mr R Abeywardana & Mrs T Ramsden.
 - Twyford Together – Mr C Wickenden.
 - Ruscombe Parish Council – Mr C Wickenden.
 - Hurst Parish Council – Mr C Wickenden.
 - Springfield Park Residents Association – Mr F Newman to provide the AGM date.
 - Malvern Way, New Road Residents Association – Ms B Smith to provide the AGM date.
 - 5.3 Christmas Fayre – Feedback.
 - Good amount of interest.
 - Interest in the questionnaire results.
 - Interest in what we will be doing next.
 - A good number of post-it notes added to the comments map.Mr C Wickenden to look over the comments made and Mrs L Ashley to write a paragraph for the website along with a photo of the event.
 - 5.4 Progress on funding (grants) – Mr C Wickenden, Mrs B Ditcham, Miss C Scull & Mr M Alder. Carried forward.
6. **Budgets & Expenses**

Expenses already paid for out of the £2000 budget equates to £1588.34 (£411.66 remains).

 - 6.1 Expenses to be approved.
 - Assistant Clerks Overtime for the period 26/9/19 to 31/12/19 - £169.32. Proposed by Mrs B Ditcham, seconded by Mrs L Ashley and unanimously agreed.
7. **Minutes of the meeting held on 4th November 2019 (Working Group)** approval as a true and accurate record was proposed Mrs L Ashley, seconded by Mrs B Ditcham, carried nem con.
Minutes of the meeting held on 5th November 2019 (Sub-Committee) approval as a true and accurate record was proposed Mrs B Ditcham, seconded by Mrs L Ashley, carried nem con.
8. **Feedback from the Strategy Document Production Group.**
 - 8.1 Creating new cycle routes (circulated 30/8/19). Noted. To be discussed & potentially included within a policy.
 - 8.3 Suggestion Process – How should ideas be presented? All ideas to be presented. Strategy Document Group to come up with guidance notes.

9. **Resident Liaison Team** – 80 people requested a follow up. Mr C Wickenden to provide Assistant Clerk with wording for an email & letter to forward to the residents who requested a response following the questionnaire & to also invite them to a Working Group meeting.
10. **Social media update (RA)** – Carried forward.
 - 10.1 Neighbourhood Plan Questionnaire Results. Results added to the website. No further actions needed.
12. **WBC plan update.**
 - 12.1 Local Plan update. Mr S Conway at the Working Group meeting stated that WBC have not made any final decisions regarding developments but encourages promotion of the Neighbourhood Plans vision with any development, stating the need for affordable housing, reducing dependency on the car, considering any entrances and exits and installing charging points for cars. Mr S Conway also reported on the addition of climate change within the guide to sustainability. Mr C Wickenden talked about Community led housing which has been successful in other parts of the country – we need to understand what the housing needs are in Twyford (strategy group to investigate).
 - 12.2 Invite sent to WBC Officers and Officials to attend a meeting. Assistant Clerk to invite James McCabe from WBC to February's meeting.
13. **Correspondence circulated by email:**
 - 13.1 NFP Workshops – Bid Writing (circulated 12/11/19). Noted.
 - 13.2 WBC – Arborfield & Barkham Neighbourhood Plan Referendum 12/12/19 (circulated 31/12/19). Noted.
 - 13.3 WBC – Arborfield & Barkham Neighbourhood Plan Referendum 23/12/19 (circulated 31/12/19). Noted.
14. **Date of next meetings – Tuesday 4th February 2020 (sub-committee) & Monday 2nd March 2020 (Working Group).**

Meeting Closed at 19:37