

Twyford Parish Council

Minutes of the Meeting of the Council

Meeting held at Loddon Hall, Twyford on Tuesday 28th January 2020 at 7.45 pm.

Present: Mr R Mantel (Chairman), Mr R Abeywardana, Mr M Alder, Mrs E Ashley, Mr J Bowley, Mr M Bray, Mrs J Duffield, Mrs B Ditcham, Mrs L Jarvis (from item 6 onwards), Mr J Jarvis (from item 6 onwards), Mrs T Ramsden, Ms C Scull, Mr T Winchester & Mrs S Wisdom.

In attendance: Mr S Conway – Borough Councillor, Mr W Smith – Borough Councillor, Mr P Cassidy – Ruscombe Parish Council, 2 residents, 1 member of the press.

Clerk in attendance: Mrs L Moffatt.

1. **Public questions.** - None.
2. **Apologies.** – Mr C Wickenden.
3. **Declarations of interest in items on the agenda.** None.
4. **Dispensations.** None.
5. **Minutes of the meeting held on 12th December 2019.**

Approval of the minutes as a true and accurate record proposed Mr M Bray, seconded Mrs E Ashley, motion carried unanimously.

6. **Matters arising.** None.

7. **Borough Council matters.**

Mr W Smith reported on the Local Plan:

- He reported on the sites and the early infrastructure planned for Grazeley.
- WBC are looking into creating a housing corporation to control the building on Grazeley.
- Resident will receive an information brochure through the post and the consultation will run from 3rd February to 20th March.
- Consultation events will be run with the most local being held at Dinton Pastures on 5th March and the Oakwood Centre, Woodley on 20th March.
- He urged residents to support the plan.

Mr S Conway reported:

- He endorsed Mr Smith's comments and expressed relief that the Ruscombe Green belt had been preserved.
- He expressed reservations on the Bridge Farm site and will work to mitigate its impact.
- Planning application for 20-22 Station Road will be listed for the March WBC planning committee.
- He met the WBC executive member for highways in Twyford and spoke about sites for green walls on the high street and possibilities of WBC funding a second level on the existing station car park in return for receiving a portion of the car park income.
- WBC are currently considering the library lease agreement with Polehampton Trust.

Mrs B Ditcham asked for further information on WBC forming a housing corporation.

Mr W Smith reported that there are lots of ways it can be done. It requires joint working with West Berkshire and Reading. An independent board would run the corporation on behalf of WBC.

Mr T Winchester stated that Grazeley must not be car centric. Cycle routes need to be in from the word go with prebuilt infrastructure. Mr W Smith agreed that Grazeley needs to be sustainable with bus routes and links to Green Park. Mr Smith reported that developers build as per building regulations but a housing corporation would build zero carbon homes.

- 8. Liaison with Ruscombe Parish Council.** The precept has been agreed and has decreased by 5%. RPC are working with Connecting Communities in Berkshire (CCB) on a project to combat loneliness in Ruscombe. It may be that residents can be linked to activities in Twyford. Interserve on Ruscombe Business park has applied for change of use to build flats and RPC have suggested that some of these might be reserved as low cost housing for local people.
- 9. Reports and to receive any recommendations from committees:**
- 9.1** Planning and Amenities Committee & Neighbourhood Plan 07.01.20
Mrs B Ditcham highlighted items 7.1,7.2, 8.3,14.1,15.3,18.2 &18.5.
- 9.2** Parish Lands Committee 14.01.20
Mr J Bowley highlighted items 10.1.1, 10.3, 11.3, 11.4, 13.5 & 14.3.2.
Mr R Abeywardana spoke about the Green Task Force Working Group. Mr J Jarvis will consider joining and Ms C Scull agreed to join. Other interested Councillors are to speak to the clerk.
- 9.3** Finance and General Purposes Committee 21.01.20
Meeting dates (circulated 22.01.20) – unanimously approved.
Recommendations from 10.12.19:
The committee **RECOMMEND to full Council** to increase the Clerk’s hours by 6 to 35 per week with immediate effect – motion carried nem con.
The committee **RECOMMEND to full Council** to approve the amended set of Financial Regulations (circulated 18.12.19) – unanimously approved.
The committee **RECOMMEND to full Council** to approve the CCTV policy (unchanged – circulated 18.12.19) – agreed to refer back to the Finance & General purposes committee for amending.
The committee **RECOMMEND to full Council** to approve a grant to Keep Mobile of £300 – unanimously approved.
The committee **RECOMMEND to full Council** to approve a grant to Citizens Advice Reading of £350 – unanimously approved.
The committee **RECOMMEND to full Council** to approve no grant to Link Visiting Scheme – unanimously approved.
The committee **RECOMMEND to full Council** to approve a grant to Home Start of £300 – unanimously approved.
Recommendations from 22.01.20:
The committee **RECOMMEND to full Council** to approve a budget of £132,620 for 2020/21 (circulated 22.01.20) – unanimously approved.
The committee **RECOMMEND to full Council** to approve a precept of £107,620 for 2020/21 (circulated 22.01.20) – unanimously approved.
The committee **RECOMMEND to full Council** to appoint 2 people (one Finance committee member and one other) to conduct an end to end review of a sample of payments 4 times a year. Process to be agreed at a later date. – concept unanimously approved.
The committee **RECOMMEND to full Council** to approve the amended procedure for making payments (circulated 22.01.20) – unanimously approved.
The committee **RECOMMEND to full Council** to approve the amended Publishing Policy (circulated 22.01.20) – unanimously approved.
The committee **RECOMMEND to full Council** to approve the amended Risk Management Policy (circulated 22.01.20) – approved nem con.
The committee **RECOMMEND to full Council** to approve a grant to Citizens Advice Wokingham of £550 – unanimously approved.
The Capital Account to 31st December 2019 had been circulated (circulated 24.01.20) – noted.
Receipt of £18,819.32 Community Infrastructure Levy (CIL) funds was noted.

9.4 Fete Committee – no meeting held.

10. Other representatives reports

10.1 Meet the public 11.01.20 – Mrs Duffield reported on an enquiry from a Sonning resident who was directed to Wokingham Borough Council.

11. Clerk's report – Mr M Bray had expressed an interest in attending the Building Power through Community Organising CCB course which he is happy to fund himself. Climate Change information has been circulated – is this something the Council wish to act on? Information will be re-circulated. The first Twyford in Bloom meeting will be held on 6th February and an email / agenda has been circulated to over 70 people. The clerk and Assistant clerk are both working on this.

12. Code of conduct – Ms C Scull asked Councillors to observe respect to each other in their conduct and refrain from letting personalities get in the way. Councillors should allow each other to speak without interruptions to enable everyone to be listened to.

13. Facilitated action planning session (circulated 27.12.19) – agreed for the Finance Committee to steer.

14. Items to be discussed at the next meeting - none

15. Correspondence (circulated to councillors by email):

15.1 Christmas Day Lunch! Link Visiting Scheme (circulated 12.12.19). Noted.

15.2 Berkshire Maestros – Mini Maestros (circulated 12.12.19). Noted.

15.3 Climate Emergency presentation (circulated 12.12.19). Noted.

15.4 BBOWT Biodiversity presentation (circulated 12.12.19). Noted.

15.5 NHS - design our neighbourhood event - 22 January (circulated 12.12.19). Noted.

15.6 Twyford Library and Community Hub (circulated 12.12.19). Noted.

15.7 Wokingham Borough Libraries Newsletter December 2019 (circulated 18.12.19). Noted.

15.8 Merry Christmas & Happy 2020 from Connecting Communities in Berkshire (circulated 19.12.19). Noted.

15.9 Christmas Film Showings @ Loddon Valley (circulated 19.12.19). Noted.

15.10 Police and Crime Commissioner newsletter - December 2019 (circulated 27.12.19). Noted.

15.11 Action for All E-Bulletin (circulated 27.12.19). Noted.

15.12 LCPD News - Winter 2019 (circulated 27.12.19). Noted.

15.13 BALC - Royal Garden Party Nominations - 19th May 2020 (circulated 27.12.19). Noted.

15.14 Police & Crime Bulletin December 2019 - Op Holly, domestic abuse, neighbourhood policing and more... (circulated 27.12.19). Noted.

15.15 Mayor support - Thank You (circulated 30.12.19). Noted.

15.16 Agenda Ruscombe Parish Council meeting Wednesday 8th January 2020 (circulated 02.01.19). Noted.

15.17 CCB - Invitation to Building Power through Community Organising Training Event (circulated 17.01.20). Noted.

15.18 Two Invitations for you! The High Voltage Singers & Twyford Twinning association. (circulated 17.01.20). Noted.

15.19 WBC - Invitation to Climate Emergency Action Plan media briefing (circulated 17.01.19). Noted.

15.20 January 2020 BALC Newsletter (circulated 17.01.19). Noted.

16. List of authorised payments – list dated 27.01.20. Approval proposed Mr J Jarvis, seconded Ms C Scull. Motion carried nem con.

17. Dates of meetings:

All meetings 7:45pm at Loddon Hall unless noted otherwise.

Neighbourhood Plan Sub committee	04.02.20
Planning and Amenities Committee	04.02.20
Ruscombe Parish Council meeting (LJ)	05.02.20
Parish Lands Committee	11.02.20
Finance & General Purposes Committee	18.02.20

Fete Committee 7pm	25.02.20
Neighbourhood Plan Working Group meeting	02.03.20
7:30 pm Stanlake Pavilion	
Meet your councillor session	14.03.20
3-4 Waitrose café (MB, TR & BD reserve)	

18. Staffing matters – part 2 recommendation from the Finance committee

Assistant Clerk annual review.

The Council agreed that as confidential items were to be discussed the Chairman invoked Standing Order 1C “That in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw”. Proposed Mr T Winchester, seconded Mr J Jarvis and carried unanimously.

Resolved unanimously to **RECOMMEND to Full Council** that the Assistant Clerk be advanced 1 point on her salary scale.

19. Date of next meeting of the Council Tuesday 25th February 2020.

The meeting closed at 21:03 pm.