

Twyford Parish Council

Minutes of the Meeting of the Council

Meeting held remotely on Tuesday 7th April 2020 at 8pm.

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

Clerks present: Mrs L Moffatt & Mrs L Povey.

1. **Public Questions have been invited in advance of the meeting via email, telephone or in writing.** No questions.
2. **Apologies.** None.
3. **Declaration of interest in items on the agenda.** None.
4. **Dispensations.** None.

Planning & Amenities Matters

5. **Minutes of the Planning & Amenities Committee meeting held on 3rd March 2020.**
Approval of the minutes as a true and accurate record proposed Mr J Jarvis, seconded Mr R Mantel, motion carried nem com.
6. **Matters arising and action points.**
 - 6.1 Annual Litter Pick (Spring Clean) 28/03/20 – Cancelled. Revised date 11-27 September 2020 (Circulated 25/3/20). Noted.
 - 6.2 Local Plan response to consultation. Submitted 1/4/20. Noted.
7. **Planning Matters - Current List**

* The Chair & Vice-Chair had liaised prior to this meeting to discuss any comments. Comments had then been circulated to the Council in advance of the meeting.

 - 7.1 Householder Prior Notification
 - 7.2 200346 39 Hurst Park Road – Possible over development with development up to the border of the neighbouring property.
 - 7.3 200429 7a Waltham Road – No comment.
 - 7.4 200472 7 New Road – Objection on the grounds of unsuitability of the site abutting the A4. This should not be seen as self-build unless it is covered by community build rules which would give priority to existing residents and should only be considered after a housing needs survey has been conducted.
 - 7.5 200490 2 Broadwater Cottages – No comment.
 - 7.6 200581 Penny House (formally Kingsbridge House) – No comment.
 - 7.7 200723 68 Wargrave Road – No comment.

The above comments were unanimously agreed. Assistant Clerk to upload the comments on to Wokingham Borough Council Planning Portal.

Unanimously agreed for the Chair and Vice Chair to meet to discuss planning comments which will be circulated in advance of the next meeting.

8. Neighbourhood Plan

- 8.1 Approval of any Neighbourhood Plan expenses – Assistant Clerk Overtime £132.08 (13 hours). Proposed by Mrs B Ditcham, seconded by Mr J Jarvis and unanimously agreed.

9. Footway Lighting, General Amenity Matters, Village Maintenance & Highways

* Please note, only urgent items will be discussed within this section. Everyday management will be delegated to the Assistant Clerk.

- 9.1 Gateway signage – to consider quote received £9,454.35 (circulated 1/4/20). Carried forward.

9.2 Defibrillator Checks – TPC to consider taking on responsibility of all Village devices. Mr Neil Robertson has confirmed that he is currently able to continue with the checks of the non TPC devices. Noted.

Planning & Amenities items noted:

1. Notices of permission

* denotes applications that the Council has previously commented on.

- 1.1 193397 Unique Moments, Waltham Road
- 1.2 200189 69 Wargrave Road
- 1.3 200397 44 Wargrave Road

2. Other planning matters

- 2.1 192280 Land to the Rear 20 & 22 Station Road. The committee are not in agreement of the plans being approved and support the residents in their views and comments. Notification of the committee date – 11th March 2020. Mr S Conway to attend. Feedback.
- 2.2 200492 Artists Studio, 16 Loddon Park Farm – Application for a certificate of existing lawful development for the use of an existing portacabin as an artist's studio (Information Only).
- 2.3 200584 4a Longfield Road – Application for advertisement consent for 900 x 3000mm x 1mm banner non illuminated, displayed on bare hedge outside the property. Advertisement period 11/3/20 to 4/3/23 (Information Only).
- 2.4 200823 25 Woodpecker Close – Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, for which the maximum height would be 2.80m and the height of the eaves 2.10m (Information Only).
- 2.5 2 New dwellings – Numbering 57 & 57A Wargrave Road (circulated 31/3/20).

3. Correspondence circulated by email:

- 3.1 2019-2020 Carriageway Structural Maintenance Schemes (circulated 17/3/20).
- 3.2 re3 – Recycling Centres in Bracknell and Reading are now closed (circulated 24/3/20).
- 3.3 The Great British Spring Clean has been postponed (circulated 25/3/20).
- 3.4 Thames & Chilterns in Bloom Association (circulated 30/3/20).
- 3.5 Letter from Co-ordinator of Ruscombe Road/Ruscombe Lane Neighbourhood Watch Scheme (circulated 31/3/20).
- 3.6 Local Plan update newsletter (circulated 31/3/20).
- 3.7 RG10 approach regarding coronavirus (circulated 31/3/20).
- 3.8 GWR to continue for three years (circulated 31/3/20).

Full Council Matters

10. Minutes of the Full Council meeting held on 25th February 2020 & 27th March 2020 (to be signed at a later date).

Approval of the minutes dated 25th February 2020 as a true and accurate record proposed Mr J Jarvis, seconded Mrs S Wisdom, motion carried unanimously.

Approval of the minutes dated 27th March 2020 as a true and accurate record proposed Mrs B Ditcham, seconded Mr M Bray, motion carried unanimously.

11. Approval of temporary addition of 3 items to the Scheme of Delegation (circulated 30/3 and highlighted) Proposed to approve Mrs E Ashley, seconded Mrs B Ditcham, motion carried nem con.

12. To review the Covid-19 risk assessment (circulated 30.03.20) Noted.

13. Communication & liaison with other groups within the Parish

Mr J Bowley reported:

- The Government have advised that in light of Covid-19 cemeteries should close and Wokingham Borough Council have followed suit. St Marys Church have confirmed that they plan to keep their side of the burial ground open but with social distancing notices on display. The Council consider the burial ground to be low risk and could be of benefit to residents mental health should they wish to include a walk to the burial ground as part of their daily exercise. The Council agreed to keep the burial ground open with 13 in favour, 2 against.
- Fitness trail – a resident had requested that the fitness trail be closed in view of Covid-19. The Council agreed that its impractical to cordon off the trail and residents should take their own precautions if using the equipment. Agreed no action.
- Allotment bonfires – a resident had objected to bonfires on the allotment site. No decision was made.

14. Covid-19 – Twyford - group report and review of actions

Review of actions:

- Mr M Alder had made contact with the pharmacies and GP surgeries. He reported that they are currently ok. They will bear the Council in mind if they require support.
- Mr C Wickenden to liaise with the Woodley foodbank – carried forward.
- Mr R Abeywardana has contacted the Citizens Advice – they require residents to be signposted from the Council and the Parish Council should do this from a designated page on the website. Agreed for the Clerk to co-ordinate with Mr R Abeywardana on this.
- Mrs T Ramsden to liaise with the support group to find out the work they are doing to improve morale – carried forward.
- Mrs S Wisdom to liaise with Sally Castle regarding the Sketchbook of Reflection idea – awaiting a response.

15. Community Support Group request for funding (circulated 23.03.20) A grant request had been received to contribute towards masks and gloves for volunteers and also to bridge the gap between purchasing food and receiving payment. Proposed Mr T Winchester, seconded Mrs T Ramsden to make a grant of £500. At the time the remote meeting cut out 9 councillors were in favour of the proposal.

The remote meeting was reconvened.

Present: Mr R Mantel (Chairman), Mr R Abeywardana, Mr M Alder, Mr J Bowley, Mr M Bray, Mrs J Duffield, Mr J Jarvis, Mrs L Jarvis, Ms C Scull & Mr T Winchester.

Clerks present: Mrs L Moffatt & Mrs L Povey.

Item 15 continued:

Given that the vote on item 15 had not been completed before the meeting cut off Mr R Mantel suggested a lower amendment to the grant request.

Ms C Scull proposed £250 which was seconded by Mr J Jarvis. Motion fell with 3 in favour, 7 against.

The original proposal to **RECOMMEND to Full Council** make a grant of £500, with unspent monies being returned to the Council, was voted on by the Full Council and carried with 9 in favour and 1 against.

16. Items to be discussed at the next meeting

Mr R Abeywardana emphasised the need for a Zoom subscription given the disruption of the meeting finishing mid way through the session. Agreed the expenditure of £12 per month from the Chairman's emergency fund. Agreed to limit future meetings to an hour (8-9pm).

Mr R Abeywardana suggested the following items:

- For the Council to write a letter of support to the Twyford Covid-19 volunteers.
- For the Council to co-ordinate and support the Covid-19 activities and use the website to signpost residents and show that the Council are active.
- For the Council to help facilitate use of Loddon Hall as a food distribution centre if required.

- To use the website to help publicise restaurants, shops and takeaways (to promote the list already compiled by Carol Luscombe)
- To look at a Community Resilience program and co-ordinate positive activities to help with residents mental health. Possible activity could be a Twyford Art competition.

Ms C Scull suggested:

- For the Council to explore funding opportunities for Covid-19 in order to support Twyford residents

17. Date of next meeting: Tuesday 14th April 2020

Items noted

Correspondence circulated by email:

1. CCB Training Opportunities 2020 (circulated 21.02.20)
2. Twinning Association Newsletter (circulated 21.02.20)
3. Ruscombe Parish Council meeting Wednesday 4th March (circulated 06.03.20)
4. WBC - Coronavirus update (circulated 06.03.20)
5. HALC – Coronavirus (circulated 13.03.20)
6. HALC Briefing - Coronavirus COVID 19 (circulated 13.03.20)
7. Police & Crime Bulletin March 2020 🚓 - Coronavirus update; 10 year sentence for drug dealer; more tasers for police; and more... (circulated 19.03.20)
8. Involve - A Message From involve About Coronavirus (circulated 19.03.20)
9. Loddon Hall Coronavirus Update (circulated 19.03.20)
10. TRHA Spring Show Cancelled (circulated 19.03.20)
11. HALC 👤 Chief Executive's Bulletin (circulated 19.03.20)
12. WBC Elections in 2020 – Update (circulated 20.03.20)
13. Full Council information – minutes, Borough Councillor reports and cheque list (circulated 20.03.20)
14. COVID-19 Update - Statement from Wokingham Borough Council Leader Cllr John Halsall (circulated 20.03.20)
15. Crime Prevention Advice following multiple burglaries in neighbouring areas (circulated 20.03.20)
16. Changes to GWR Services – Response to Covid-19 (circulated 20.03.20)
17. Temporary Closure of the Wokingham Borough Council Library Service (circulated 23.03.20)
18. NALC Covid-19 Updates (circulated 23.03.20)
19. Wokingham Borough Community Hub (circulated 25.03.20)
20. WBC update (circulated 25.03.20)
21. Resident - The zip wire, and Zoom to let you meet remotely (circulated 25.03.20)
22. The Chain Newsletter (circulated 27.03.20)
23. HALC Covid-19 update 27.03.20 (circulated 27.03.20)
24. Police and Crime Commissioner newsletter - March 2020 (circulated 30.03.20)
25. GWR to continue for three years (circulated 31.03.20)
26. RPC agenda 01.04.20 (circulated 31.03.20)
27. Special Edition of Action for All - Coronavirus Advice (circulated 31.03.20)
28. WBC - Updates particularly for burials (circulated 31.03.20)
29. WBC John Halsall - Update Tuesday 31st March (circulated 01.04.20)
30. Wokingham Borough Libraries Newsletter for April 2020 (circulated 01.04.20)
31. Involve Funding Alerts (circulated 01.04.20)

The meeting closed at 21:15.