

# Twyford Parish Council

## Minutes of the Meeting of the Council

Meeting held remotely on Tuesday 21st April 2020 at 8pm.

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

**Clerk present:** Mrs L Moffatt.

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

### Finance & General Purposes Matters

5. **Minutes of the Finance & General Purposes Committee held 18<sup>th</sup> February 2020 (to be signed at a later date).** Approval of the minutes as a true and accurate record proposed Mr J Jarvis, seconded Mrs B Ditcham, motion carried unanimously.
6. **Insurance renewal** Proposed Mr J Jarvis, seconded Mr C Wickenden to accept the quote from BHIB (Aviva) on a three year agreement for £1,141.50. Motion carried unanimously.
7. **Decision to cancel 'Meet your Councillors' 09.05.20**  
Mr R Abeywardana suggested holding a remote session however councillors felt that questions could be put forward by residents at the remote Council meetings.  
Mr R Mantel proposed cancelling the May session with a view to holding the July session, seconded by Mr J Jarvis. Motion carried unanimously.  
Agreed for the clerk to advertise this on social media and invite questions to be sent to the clerk.
8. **Decision not to accept cheque payments** Proposed Mr J Bowley to make a policy to only accept payments by direct transfer going forward. Motion seconded by Mr C Wickenden. Motion carried with 9 in favour, 2 against, 1 abstained.
9. **Fete – decision as to whether to cancel for 2020** Agreed to make a decision in May.
10. **Neighbourhood Plan** – no items to report
11. **Twyford in Bloom** – judging cancelled but hanging baskets continuing. The Clerk reported that last year 102 baskets were ordered of which 72 were business orders and 30 TPC baskets. This year some businesses have cancelled due to Covid-19 and orders are slightly lower at a total of 82 baskets with 59 business / individual baskets and 23 TPC baskets. It was agreed to keep part of the TPC budget for winter flowers. Proposed Mr J Jarvis, seconded Mr M Bray to approve £1,610 from the budgeted funds for the 23 baskets. Motion carried unanimously.

### Finance Committee items to note:

1. Receipt of CIL £18,819.32 172704 - land to the rear of 38-42 Hurst Rd
2. £48.05 BT dividend received
3. £805.20 Astra Zeneca received
4. £12.00 SSE Wayleave payment received
5. Bank balances

February balances - bank balances as at the end of February 2020.

5.1 Current account £44,888.15, deposit account £96,909.51, income bonds £37,000, national savings account £3,128.31 and Twycombe Lodge tenants deposit account £3,017.98.

5.2 VAT return for February 2020 - £664.46.

5.3 March balances - bank balances as at the end of March 2020. Current account **£42,491.87, deposit account £96,909.51, income bonds £37,000, national savings** account £3,128.31 and Twycombe Lodge tenants deposit account £3,017.98.

5.4 VAT return for March 2020 - £585.79.

### 6. Correspondence circulated by email:

- 6.1 The Chain Newsletter (circulated 13.03.20)
- 6.2 Action for All E-Bulletin (circulated 18.03.20)
- 6.3 CIL & Infrastructure information sharing between WBC & Parishes (circulated 24.03.20)
- 6.4 2019/20 AGAR – PKF Littlejohn instructions delayed pending clarity over coronavirus implications (circulated 25.03.20)

### Full Council Matters

**12. Minutes of the Full Council meeting held on 14<sup>th</sup> April 2020 (to be signed at a later date).** Approval of the minutes as a true and accurate record proposed Mrs T Ramsden, seconded Mr C Wickenden, motion carried nem con.

### 13. Clerks report

End of year accounts have been completed and the audit will be carried out remotely.

The Clerk reported on the Twyford Covid-19 group. They have 350 volunteers, receive 5-8 requests per day and have helped on over 200 occasions. They cover the Twyford / Ruscombe /Charvil area and are helping 90 people. Requests include shopping, pharmacy trips and buddy calls. Some DBS checked volunteers are working with the Link Visiting Scheme. Donations are currently being put towards protective equipment. Some volunteers are happy to access areas in Twyford that have active cases but gloves and masks are required. The group are looking at finding a solution for the over 80's who do not do online banking, are accepting free food boxes but they **do** have the means to pay for their own food. The group are looking into the possibility of a mobile ATM to enable residents to draw cash out to pay for food. The group are also looking to arrange a meeting including Twyford Together and the Parish Council to consider ideas to support helping Twyford Businesses after lockdown. Is this something the Parish Council would like to support? Agreed by the Council that it is important to be represented and for Mrs B Ditcham and the Clerk to attend a meeting.

On Thursday the clerk will meet with WBC's Martin Sloan, Assistant Director ASC Transformation and Integration. Other attendees include voluntary organisation representatives and organisers from the Twyford Covid-19 group. The aim of the meeting is to discuss a model that can be copied in other parishes, discuss whether the Citizen Advice can

signpost residents to the group and explore ways that the service might be developed now and in the future.

**14. To consider virtual meeting remote access to the press and public in line with the new regulations** - Clerk to provide options. A spreadsheet detailing 4 options had been circulated. Proposed Mr R Mantel seconded Mr T Winchester to provide resident meeting access via the Zoom link provided on request to the clerk. Motion carried 11 in favour, 1 against.

**15. To look at a Community Resilience program and co-ordinate positive activities to help with residents mental health - report back from working group.** Mr R Abeywardana reported on two meetings also attended by Mrs B Ditcham, Mr C Wickenden, Mrs T Ramsden & Mrs S Wisdom.

- **Twyford Art and Crafts Festival 2020**

Aim: To create a portfolio of memories from this time as part of a community resilience programme. To put together poems, art (any form, e.g. mosaic, tapestry, videos), photos, music and dance.

Agreed for the clerk to obtain a quote for a marketing campaign that can be publicised on the website and social media pages.

Once the lockdown is completed, the work can be showcased in a gallery (perhaps at Loddon Hall). To also consider showcasing some of the work at an Open-Air Cinema followed by a film at Stanlake Meadow and whilst respecting social distancing. To consider making this an annual event.

- **Dog Show**

- **Aim: To run a virtual dog show with support from Diana Brimblecombe**

- **Woodley Foodbank** will be providing assistance to the residents of Twyford

Aim: Mr C Wickenden is in contact to find out how many residents are being assisted.

- and what assistance they require (finance, distribution centre, deliveries).

- **Twyford Library is being used as a distribution centre.**

Aim: Mr R Abeywardana to liaise to ascertain what assistance the Hub may require.

**16. Communication & liaison with other groups within the Parish** The clerk has published the open letter on social media. Agreed the Covid-19 page should be promoted.

**17. Items to be discussed at the next meeting**

Mrs S Wisdom asked for social distancing signs to be placed at the park entrances. Agreed with 11 in favour, 1 against.

**18. Date of next meeting: Tuesday 28th April 2020**

**Full Council items to note:**

**Correspondence circulated by email:**

No items

**Meeting closed at 21:02**

Lucy Moffatt (Clerk), Twyford Parish Council, PO box 8250, Twyford, Berks, RG6 9SZ.

Telephone 0118 9345444. An answer phone is available, please be prepared to leave your name and telephone number as the Clerk's hours are flexible. Associated reports are available from the Clerk on request.