

Twyford Parish Council

Minutes of the Meeting of the Council

Meeting held remotely on Tuesday 16th June 2020 at 7:30pm.

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, Mr C Wickenden, Mr T Winchester & Mrs S Wisdom.

In attendance: Mrs R Howard & Mr S Loyd (Big Twyford Tree project) & 1 member of the press.

Clerk present: Mrs L Moffatt (Clerk).

Mr J Bowley (Vice Chairman) opened the meeting.

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.** Mr M Bray & Mrs T Ramsden declared interest as allotment holders.
4. **Dispensations.** None.

Parish Lands Matters

5. **Matters Arising.** None.
6. **Allotment**
 - 6.1 Bonfire review – agreed to continue the ban and review further in another three weeks time.
 - 6.2 Request for an allotment skip – LR £363. Item within budget. Proposed Mr M Bray, seconded Mr T Winchester to approve the quote of £363 for a skip. Motion carried unanimously.
 - 6.3 Letters to Orpington Road residents (March action) – Letters haven't yet been sent - agreed to review in September.
 - 6.4 Allotment holder correspondence - children running around touching things & gate being left unlocked. Agreed to display social distancing signs at the allotments. Ranger is monitoring the gate and ensuring it is closed.
7. **KGVR**
 - 7.1 Disappearance of aerial runway seat and chain – police report number SP-72084-20-4343-00. Agreed to make a social media plea for the return of the seat and chain. A replacement will cost in excess of £1,000 and this would have to be paid for by the residents of Twyford through Council tax.
 - 7.2 Quote of £25 per post to be taken out of the ground (6 around tennis courts and 37 on boundary). Agreed for the clerk to carry out a risk assessment before going to this expense.
 - 7.3 To approve quote for whips to be planted parallel to the Longfield Road hedge - £985 for planting and £480 cost of whips. The clerk reported that £2,500 has been budgeted for this project. Some funds might be required for watering. Proposed Mr T Winchester, seconded Mrs T Ramsden to approve the quote totalling £1,465. Motion carried unanimously.
 - 7.4 Usage of skate park and how to promote social distancing – agreed to replenish the social distancing posters. Checks to be made on all Parish lands that social distancing signs are in place.
8. **Twycombe Lodge** - to approve the renewal of lease – legal quote £600. The Vet Centre would like to renew on a 10 year lease with a rent review after 5 years. Proposed Mr J Jarvis, seconded Mr M Bray to renew the lease and approve the solicitor quote of £600 for a deed of variation. Motion carried unanimously.

9. Stanlake Meadow

9.1 Resident correspondence requesting a path – after discussion it was agreed no action.

9.2 Big tree planting project

Mrs Rebecca Howard talked through an illustration showing the proposed tree layout in preparation for the tree planting in November. Crowd fundraising has funded the trees. Mr Stephen Loyd reported on the 'Friends of Stanlake Copse' group which its hoped will help with watering. It's also hoped to hold a training / information day in March.

9.2.1 To consider a quote for rotavation of the Silver Glade area and area in front of the bench [this would need to be done 1-2 weeks before the planting day] – carried forward pending a quote.

9.2.2 Approve additional long grass areas – approved.

9.2.3 Organise tent for registrations – cost implications? Scouts to be approached.

9.2.4 What will we call the area? Stanlake Park? Stanlake Meadow Copse? Stanlake Woodland? Check on definition of copse [note: definition generally came up as 'small area of trees'] Agreed to call the area Stanlake Meadow Copse.

The clerk reported that progress in being made with the water supply and the quote will be considered at the next meeting.

9.3 Cricket square increased in size and watering – Clerk to write to ask the Cricket club if this is so as permission should have been sought.

9.4 To approve quote for hedge laying (hedge parallel to Stanlake Lane) £2,320. Budgeted funds £2500. Proposed Mr T Winchester, seconded Mr M Bray, to approve the quote of £2,320. Motion carried unanimously.

9.5 Unauthorised encampment

9.5.1 Review of the procedure – generally it was felt that the procedure went well and using the bailiffs resulted in their swift moving on. Mr R Abeywardana felt that a flow chart would be useful to help understand the process.

9.5.2 Support from Wokingham Borough Council – Proposed Mr T Winchester, seconded Mrs B Ditcham for the Clerk to write to WBC saying that their provision for transient sites is inadequate. Motion carried nem con. Mr Bowley asked that the WBC protocol should make provision for Parish Councils to deal directly with inspectors.

9.5.3 Support from Thames Valley Police – the Council felt that their approach was inconsistent.

9.5.4 To re-consider more secure gates (quote circulated 9.06.20) & other security. Proposed Mrs B Ditcham, seconded Mrs S Wisdom to **RECOMMEND to Full Council** to approve the quote of £5,050 per tractor gate and purchase two for Stanlake Meadow. Motion carried 13 in favour, 1 against. Agreed for the clerk to negotiate a discount on purchase of 2 or 4 gates and to report to next weeks meeting with a view to considering gates for KGVR.

9.6 Waste contract – to consider 2 x waste collections weekly at KGVR and Stanlake Meadow. Item within budget. Proposed Mr T Winchester, seconded Mr M Bray to approve total costs of £247 per month to have the park waste bins emptied twice weekly (Monday and Friday). Motion carried unanimously.

Parish Lands Committee items to note:

1. Playground repairs - Order placed to Sovereign for Carousel repairs (email 28.05.20) & swing seat ordered (28.05.20) – incurred extra £15 delivery charge – total £57.
2. **Burial** - Albert William Spicer.
3. **Stanlake Pavilion** – works to investigate poor flow to showers carried out 9/6/20.
4. **KGVR easterly path** – Ranger has cleared debris from hedge side of path.
5. **Burial Ground tree works** – completed 2/6/20 (photos circulated 05.06.20).
6. **LR fencing works** chased 05/06/20 – contractor waiting until works can be carried out safely under covid-19.
7. **KGVR memorial bench installation** chased 05/06/20 – contractor waiting until works can be carried out safely under covid-19.
8. **KGVR football socket** – mangled email 5/06/20 - replacement ordered at cost of £34.

Mr R Mantel took the Chair.

10. **Minutes of the Full Council meeting held on 9th June 2020 (to be signed at a later date).** Approval of the minutes as a true and accurate record proposed Mr C Wickenden, seconded Mr M Alder, motion nem con.
11. **Clerks report**
The Clerk reported Oak Processionary Moth caterpillars at Ruscombe Down on Stanlake Lane. There may be costs incurred in seeking the advice of a professional arborist to check the trees in Stanlake Meadow.
12. **Community Resilience program**
 - 12.1 Twyford Arts and Crafts Festival 2020 - Mr R Abeywardana reported. Leaflets will be delivered by councillors and TATA members by the end of this week. Virtual Twyford in Bloom submissions will be shared on the Twyford web page. 10 lockdown doorstep photos have been taken so far. The Colleton School have shared Twyford in their newsletter. Mrs S Wisdom talked through a spreadsheet showing the open air cinema costings and talked through the plans. A budget of £4,000 will be required in order to run a free event limited to 499 attendees. Proposed Mr R Abeywardana, seconded Mr M Alder to **RECOMMEND to Full Council** a budget of £4,000 for the Open Air Cinema. Motion carried 12 in favour, 2 against.
 - 12.2 Health and Wellbeing website page – Mrs E Ashley reported on the good progress of the webpage.
 - 12.3 Wokingham Community Hub update – carried forward.
 - 12.4 Green Prescriptions – carried forward.
13. **Local green space designations** The following sites were agreed to be submitted to Wokingham Borough Council: King George V field; Stanlake Meadows; Malvern Way open space; Broad Hinton open spaces; Orchard Estate open space; Springfield Park open space; Hermitage Drive open space; Open areas around and between Wessex Gardens and Hurst Park Road; Chaseside Avenue open space; London Rd Allotments; Hurst Rd Allotments; TPC Burial Ground; Millennium Garden.
14. **Communication & liaison with other groups within the Parish**
 - 14.1 WBC meeting to support Twyford shops to re-open 11.06.20 – carried forward.
15. **Items to be discussed at the next meeting** no items.
16. **Date of next meeting: Tuesday 23rd June 2020**

Lucy Moffatt (Clerk), Twyford Parish Council, PO box 8250, Reading, 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.

Full Council items to note:

1. Correspondence circulated by email:

- 1.1 🤖 NALC Coronavirus — Information For Parish And Town Councils (circulated 04.06.20)
- 1.2 Wokingham Borough Libraries Newsletter for June 2020 (circulated 04.06.20)
- 1.3 BALC Newsletter June 2020 (circulated 04.06.20)
- 1.4 The Wokingham Chain Newsletter (circulated 05.06.20)
- 1.5 Unauthorised encampment – resident emails (circulated 08.06.20)
- 1.6 Philip Ashlee Acting Inspector, Thames Valley Police (circulated 08.06.20)
- 1.7 WBC Unauthorised encampments (various emails with daily updates)

Meeting closed at 22:10

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