

## **Twyford Parish Council Minutes of the Meeting of the Council**

Meeting held remotely on Tuesday 28<sup>th</sup> July 2020 at 7:30pm.

**Present:** Mr R Mantel (Chairman), Mr R Abeywardana, 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 A Evans & Mr M George (for co-options), Mr P Cassidy (Ruscombe Parish Council) & 1 member of the press.

**Clerk present:** Mrs L Moffatt (Clerk).

1. **Public Questions have been invited in advance of the meeting via email, telephone or in writing.** No questions.
2. **Apologies.** Mr M Alder.
3. **Co-option of a new councillor** – applications from Andrea Evans and Malcolm George. Information on the prospective councillors had been circulated. Mrs A Evans and Mr M George were given the opportunity to speak and respond to councillor questions. A vote took place with 12 in favour of co-opting Mrs A Evans and 1 in favour of co-opting Mr M George. Mrs Evans was duly elected. Unanimously agreed that Mrs A Evans joins the Planning & Amenities Committee and the Fete committee. Mrs Evans will complete the acceptance of office and members interest forms and send them to the clerk.
4. **Declaration of interest in items on the agenda** Mr R Abeywardana, Mr M Bray, Mrs A Evans, Mrs T Ramsden declared an interest as allotment holders and members of TATA.
5. **Dispensations** None.
6. **Minutes of the Full Council meeting held on 30th June 2020** Proposed Mrs B Ditcham, seconded Mr M Bray to approve the minutes as a true and accurate record. Motion carried nem con.
7. **Matters arising** – no items.
8. **Borough Council Matters**  
No reports from Mr L Ferris or Mr W Smith.  
Mr S Conway had forwarded a report by email:
  - WBC will return to live planning committee meetings from September, with objectors, supporters, town and parish councils, and local ward councillors able to speak in person on planning applications. There are no plans, as yet, to extend live meetings to other council committees, and still less to the full council.
  - The full council meeting taking place this evening will be reported on at the next meeting.
  - At the last full council, Mr Conway asked (and received) an assurance from the executive member for finance that money for the new Twyford library remains in the council's capital programme.
  - Mr Conway has asked for the youth services team at Wokingham to consider additional activity schemes for young people over the summer.
  - Mr Ferris and Mr Conway have been continuing to facilitate applications by small businesses in Twyford for discretionary grants. Nearly all the money has now been allocated. The remaining (small) sum is being held in reserve in the event of appeals. The council do intend to distribute all of the money it received from government.
  - There is no update on the draft local plan.
  - Mr Conway hopes to be making a speech tonight on a motion on air quality, in which I will be speaking about Twyford's particular problems and suggesting that it makes no sense to try to improve air quality at the crossroads and at the same time press for

inclusion of 150 new houses at Bridge Farm in the local plan; development on that scale there will inevitably increase queues at the crossroads.

- Mr Conway will also be speaking on a motion this evening related to trying to persuade government to reduce the housing numbers imposed on Wokingham Borough. Those numbers were completely out of line with local need even before Brexit and Covid; now they look absurdly inappropriate given the likely demand for new housing.

There were no questions for any of the Borough Councillors.

**9. Liaison with Ruscombe Parish Council** Mr P Cassidy reported. Two new councillors have been co-opted. There are concerns around the draft local plan and worries for future development in Ruscombe. The neighbourhood plan is being prepared for proof reading and will then be shared with Twyford Parish Council. The Council have purchased a new movable speed indicator costing approximately £2,000 which is currently located on Ruscombe Lane. The community orchard on Pennfields is progressing and plans for keeping the trees watered are in place.

**10. Reports and to receive any recommendations from committees**

**10.1. Planning and Amenities Committee** 30.06.20

Minutes have been circulated and there were no further items to report.

**10.2. Parish Lands Committee** 14.07.20

Mr J Bowley highlighted items 6.1,7.1,8.1,8.5,9.2.1,9.2.3,9.4,9.10 & 10.

**10.2.1** The committee **RECOMMEND to Full Council** approval of the water supply quotes totalling £2,310. Motion carried unanimously.

The clerk reported that the committee had requested a second quote for the Thames water part however alternative suppliers were not willing to quote for such a small job. The clerk has liaised with Mr Bowley to accept the initial quotes.

Mr R Abeywardana reported on the Green Prescription. The group have met with the social prescribers and are working with a horticultural therapist. They are looking at how much land they would require and what equipment is needed. Proposals will be brought to the next meeting.

**10.3. Finance and General Purposes Committee** 21.07.20

Capital account to 30.06.20 – noted.

Mr C Wickenden highlighted items 6.1, 6.6 and 8.1.

**10.3.1** The committee **RECOMMEND to Full Council** to use Community Infrastructure Levy (CIL) monies to fund entrance bollards of £750. Motion carried unanimously.

**10.3.2** The committee **RECOMMEND to Full Council** to make a grant of £250 to Twyford Comets (U14 Dutch tour).

Mr J Jarvis proposed an amendment to the recommendation to make a grant of £500. Agreed to the amendment with 9 in favour, 4 against, 1 abstained.

The substantive motion to **RECOMMEND to Full Council** to make a grant of £500 to Twyford Comets (U14 Dutch tour) was carried with 10 in favour, 2 against, 2 abstained.

**10.3.3** To propose no change to the standing orders and not to limit the term of consecutive office years for Council Chairman and Vice Chairman.

There was a lengthy discussion on this proposal. Councillors requested the following:

A discussion as a full council.

Information on the pros and cons of limiting the term of Chairs and Vice Chairs.

Why have other parish councils elected to limit the term of the Charman / Vice Chair?

Report on the pros and cons presented to the Council.

Brief summary or presentation from trainer Kim Bedford on why this was suggested as best practise.

Succession planning and training / mentoring scheme.

How does the Council encourage people to stand so they have more choice / turnover?

Proposed Mr T Winchester, seconded Mr J Jarvis to refer items 10.3.3 & 10.3.4 back to the Finance Committee for further discussion. Motion carried with 11 in favour, 1 against, 2 abstained.

**10.3.4** To propose no change to the standing orders and not to limit the term of consecutive office years for Committee Chairman and Vice Chairman. As above.

**10.3.5** The committee **RECOMMEND to Full Council** to use Community Infrastructure Levy (CIL) monies to fund Stanlake Meadow Copse water supply £2,310. Motion carried unanimously.

**11. Other representatives reports** Mrs B Ditcham reported on a Twyford Together meeting. It had been reported that they have been working closed with the Council and WBC. A further 4 living lampposts have been held up but will be arriving soon.

**12. Community Resilience program**

**12.1** Twyforward Arts and Crafts festival 2020 Mr R Abeywardana reported. The initiative is going well and there are videos and photos on the website. The Round Table are keen to hold a drive through cinema and would like to show some of the Twyforward content. A meeting will be held with the Round Table.

**13. Communication & liaison with other groups within the Parish**

**13.1** WBC meeting to support Twyford retailers 09.07.20, 16.07.20 & 23.07.20

The Clerk has been meeting weekly with Rob Yeadon of Twyford Together, Stephen Conway – Borough Councillor and officers from Wokingham Borough Council. WBC are keen to understand which businesses are opening and what support they can offer. Having distributed the initial social distancing material our retailers have now been provided with face covering posters. In addition to feedback on the businesses and specifically the pubs and restaurants discussions from the last meeting covered antisocial behaviour. A joint meeting with Wokingham and Woodley on Christmas events will be attended by Stephen Conway, as Chairman of the Christmas shopping event.

**14. Clerk's report:**

- Antisocial behaviour – glass smashing in the KGVR play area and two fires in Stanlake Copse to which the fire brigade have attended.
- Tree branch hanging over Stanlake Lane was removed as emergency works
- Wasp nest behind Stanlake Pavilion was also removed  
Note: Costs of these will be reported to Parish Lands in September
- The bench in memory of Graham Pringle was installed today but unfortunately there are marks on the seat which were only noticed once it was unwrapped having been set in concrete. The contractor is liaising with the supplier.
- The Clerk attended a Clerk forum meeting earlier on in the month and there was a very interesting presentation from Georgie Morris of Crowthorne Reduce our Waste. It is a year since the Council passed resolutions to support the journey to Twyford's plastic free status. Suggestion to invite Mr G Holmes of TRIP to a future meeting?
- Bring to the Councils attention an invite to a series of webinars - Local planning with biodiversity and wildlife in mind - Thurs 6 August and Road verges and meadow management - Thurs 13 August. These webinars are especially for clerks, parish councillors and parish volunteers across Berkshire and cost to the Council would be £5 each per webinar or £20 for the series.

**15. Items to be discussed at the next meeting** – none.

**16. Correspondence** (circulated to councillors by email):

16.1 Ruscombe Parish Council meeting Wednesday 1st July 2020 (circulated 26.06.20) Noted.

16.2 The Wokingham Chain Newsletter (circulated 26.06.20) Noted.

16.3 Action for All E-Bulletin (circulated 26.06.20) Noted.

- 16.4 Parks and green spaces - a vital part of our coronavirus recovery (circulated 26.06.20) Noted.
- 16.5 PPP Update (circulated 06.07.20) Noted.
- 16.6 Police & Crime Bulletin June 2020 📄 - Tributes to Forbury Gardens victims, emergency coronavirus funding, CSE arrests and more... (circulated 06.07.20) Noted.
- 16.7 CIL & Infrastructure information sharing between WBC & Parishes (circulated 06.07.20) Noted.
- 16.8 Involve - Free Grant Writing Services for Local Charities and Community Groups (circulated 06.07.20) Noted.
- 16.9 John Halsall - Black lives matter (circulated 07.07.20) Mr R Abeywardana suggested the Council make a social media post in support of black lives matter. Agreed for Mr R Abeywardana and Mrs B Ditcham to draft a post for the clerk to issue.
- 16.10 The Wokingham Chain Newsletter (circulated 07.07.20). Noted.
- 16.11 July 2020 BALC Newsletter (circulated 08.07.20). Noted.
- 16.12 🌐 NALC Unveils Plans for a series of online events (circulated 08.07.20). Noted.
- 16.13 Celebrate Bastille Day with Cuincy (circulated 13.07.20). Noted.
- 16.14 Berkshire pension scheme - Employer Role training (circulated 14.07.20). Noted.
- 16.15 NALC 😞 Coronavirus — Information For Parish and Town Councils (circulated 17.07.20). Noted.
- 16.16 SSE tree problems and priority service (circulated 17.07.20). Noted.
- 16.17 HALC COVID 19 Briefing note (circulated 17.07.20). Noted.
- 16.18 Involve -The Wokingham Chain Newsletter (circulated 17.07.20). Noted.

**17. List of authorised payments** – list dated 23.07.20. Approval proposed Mr J Jarvis, seconded Mrs B Ditcham, motion carried nem con.

**18. Dates of meetings:**

All meetings 7:30pm by Zoom unless noted otherwise.

Planning and Amenities Committee	04.08.20
Planning and Amenities Committee	01.09.20
Ruscombe Parish Council meeting (LJ)	02.09.20
Parish Lands Committee	08.09.20
Meet your councillor session	12.09.20

3-4 Waitrose café

Proposed Mr J Jarvis, seconded Mr C Wickenden to cancel the September 'Meet your councillor session'. Motion carried nem con.

Finance & General Purposes Committee	15.09.20
--------------------------------------	----------

**19. Citizen of the year award** (under part 2) The Council unanimously agreed on the 2020 Citizen of the Year recipient. It was agreed that the minute will be kept confidential in order to surprise the recipient at the awards presentation.

**20. Staffing matters** (under part 2)

Staffing matters - annual review.

The council resolved to advance the clerk 1 point on her salary scale.

The clerk's remuneration will be further discussed at the September Finance meeting under Part 2.

Staffing matters - Job evaluation.

The meeting ran out of time and this item will be discussed further at the September Finance meeting under Part 2

**21. Date of next meeting of the Council Tuesday 25th August 2020.**

**Meeting closed at 22:00**

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.