

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held via Zoom on Tuesday 3rd November 2020 at 7:30pm.

Present: Mrs B Ditcham (Chair), Mr C Wickenden (Vice-Chair), Mr M Alder, Mr J Bowley, Mr M Bray, Mrs A Evans, Mr J Jarvis & Mr R Mantel.

In attendance: 4 Residents – Application 202655.

Minutes: Lynn Povey (Assistant Clerk).

1. **Public Questions** – None.
2. **Apologies** – None.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes of the meeting held on 6th October 2020.**
Approval of the minutes as a true and accurate record. Proposed by Mr J Jarvis, seconded by Mr M Bray, carried nem con.
6. **Matters arising and action points.**
 - 6.1 Defibrillator on-going maintenance & finance. Chased details from Twyford Together 28.09.20. Carried forward.
 - 6.2 The phone box at Bell Corner – Request for its removal submitted. BT have confirmed that following removal of a phone box they reinstate the pavement to match the surrounding area. Awaiting timeframe for the removal. Noted.
 - 6.3 White Paper – Planning for the Future (15.09.20). Deadline for comments to the consultation is the 15/10/20 for NALC and the 29/10/20 for GOV.UK. Zoom meeting held on the 08/10/20 to discuss the consultation. Minutes circulated 09/10/20. TPC Response submitted. Details can also be found on the Parish Council website and Facebook page. Noted.
 - 6.4 Transparency and Competition (15.09.20). Deadline for comments to the consultation is the 16/10/20 for NALC and the 30/10/20 for GOV.UK. Response to be submitted to GOV.UK by Mr J Jarvis on behalf of TPC. Details circulated 27.10.20. Noted.
 - 6.5 Twinning sign – Installed on 21/10/20 (photos circulated 21.10.20). Noted.
 - 6.6 Climate Emergency (BD/JB). Clerk drafted a working document to be reviewed by both the Parish Lands & Planning & Amenities Committees. Mrs B Ditcham asked for all Planning & Amenities Committee members to read the document ready for discussion in at the January 2021 meeting.
 - 6.7 Annual Risk Assessment – Carried out by Assistant Clerk. Report circulated 20.10.20. Noted.
 - 6.7.1 Bench Maintenance (outlined in risk assessment) – Faults again reported to WBC who will investigate. Assistant Clerk was asked to arrange for the Ranger to tape these areas to prevent use whilst awaiting repairs.

Mr J Bowley joined the meeting at 19:45.

- 6.8 WBC - Central and Eastern Berkshire Authorities – Joint Minerals and Waste Plan Regulation 19 Proposed Submission Consultation (circulated 15.09.20). The Committee would like to submit a response therefore the Assistant Clerk was asked to find out if we are able to pass comments.
- 6.9 Adopt a Street – Chocolates. To consider the expense of purchasing the annual chocolates (Budget £200). It was proposed by Mr J Jarvis, seconded by Mr C Wickenden, and unanimously agreed for the Assistant Clerk to purchase chocolates for the Adopt a Street volunteers with a budget of £200.
7. **Budgets & Precepts** – Carried forward.
8. **Planning Matters - Current List**

The Committee agreed to bring item 8.8 forward to the start of item 8 to allow the residents in attendance to speak.

Residents commented on application 202655. Details of the concerns are as follows:

- Overbearing nature of the extension in the line of the block of terraces.
- Loss of light into the house and garden.
- Scale of the development is a lot larger than other local extensions.
- Impact to outside space and how the outside space can be used.
- Impact to their property.

Mrs B Ditcham thanked all the residents for their comments and opened discussion within the Committee Members.

Mr J Jarvis suggested that the residents contact the local Borough Councillors (Cllr Stephen Conway, Cllr Lindsay Ferris & Cllr Wayne Smith) who can raise any matters directly with WBC. Mrs B Ditcham then explained that the Parish Council can only pass comments to WBC on local planning applications, but it is WBC who make the decisions to permit or refuse applications.

Please see item 8.8 for the comments from the Planning & Amenities Committee relating to this application.

Ms L Haycocks left the meeting at 20:25

- 8.1 202499 Land opposite 136-144 Wargrave Road
The Committee wish to raise the following objections:
- Inappropriate development on green space
 - Overdevelopment of green space.
 - Impact to the street scene.
 - Proximity to the safer route to school.
 - Concern regarding conflict with safe cycling route on the Wargrave Road.
- 8.2 202525 66 London Road
The Committee have no objection to the outbuilding but wish it to be noted that they would not support a change of use.
- 8.3 202543 76 Hurst Road - No Comment.
- 8.4 202575 21 Hurst Road - No Comment.
- 8.5 202581 26 Hubbard Close - No Comment.
- 8.6 202590 3 Wargrave Road (Information Only) - Noted.
- 8.7 202625 6-7 Lionel Court, Wargrave Road - No Comment.
- 8.8 202655 33 Ruscombe Road
Twyford Parish Council Planning & Amenities Committee wish to raise the following concerns:
- Massing effect on the neighbouring property at number 35.
 - Concerns regarding the loss of amenities caused by the loss of light to number 35.
- 8.9 202691 11 Saunders Close - No Comment.
- 8.10 202710 36 Wargrave Road - No Comment.
- 8.11 202718 20 Hilltop Road - No Comment.
- 8.12 202813 103 London Road - No Comment.

The above comments have been submitted to Wokingham Borough Council.

9. Notices of permission

* denotes applications that the Council has previously commented on.

- 9.1 201918 41 Station Road (Victoria Cottage)
- 9.2 202061 33 Coleridge Close

The Planning & Amenities Committee wish to raise the following objections to this application:

* Building on an open parking area could set a precedent on other similar applications.

* Unneighbourly by restricting access.

* Plans are unclear as to the piece of land being proposed for the building.

* Removal of a parking space will result in insufficient parking.

- 9.3 201996 24 New Road
- 9.4 201881 Stanlake Farm Cottage

The above permissions were noted.

10. Other planning matters

10.1 Enforcements – No updates.

10.1.1 Conservation Area Query raised by a village shop owner. Response from WBC circulated 23.10.20. Noted.

Street sign on the side of the old Natwest building has been painted over. Assistant Clerk was asked to see if this can be reinstated.

- 10.2 Tree Protection Orders
- 10.2.1 WBC – Tree Management Document. Chased 26.10.20. Carried forward.
- 10.2.2 WBC - TPO-444-(19)89 varied trees at 14 Lincoln Gardens (circulated 22.10.20). Noted.
- 10.3 202517 22 Waltham Road - section 211 notification for works in twyford station conservation area: crown lift performed. removal of crisscrossing branches no more than c6 cm wide for the crown lift and to correct the shape which has been distorted by the previous unauthorised work (Information Only). Noted.
- 10.4 202586 Gooch Close - application for works to protected tree(s) TPO 1536/2016, T2. T2, oak - crown reduce by cutting back to previous pruning points, removing up to 4m from 10 x branches, which are in contact with adjacent properties. Noted.
- 10.5 202555 7A Hilltop Road - application for works to protected tree(s) TPO 511/1989, T1. T1, walnut - crown lift to approximately 3m all round and 5m over road by removing secondary growth only where possible. prune to give minimum 2m clearance to properties 7 & 7a. Noted.
- 11. Notices of refusal – None.**
- 12. Notices of withdrawal – None.**
- 13. Notice of appeal**

13.1 200584 4a Longfield Road

Appeal Decision – Dismissed

The main issues in this case are the effect of the proposed advertisement on the visual amenity of the area and public safety.

The above appeal was noted.

14. Neighbourhood Plan

- 14.1 Minutes/Notes from the Working Group Meeting (2/3/20) to be circulated by a Working Group Member (Assistant Clerk was not in attendance). Noted.
- 14.2 Minutes from the Working Group Meeting (2/11/20) to be circulated. Noted.
- 14.3 Minutes from the Sub-Committee Meeting (3/11/20) to be circulated. Noted.
- 14.4 Next Meetings:
Working Group – 4/1/21 via Zoom (19:30)
Sub-Committee – 1/12/20 via Zoom (19:00)

The above meeting dates were noted.

- 14.5 Approval of any Neighbourhood Plan expenses – None. Noted.
- 14.6 Grant update (CW). Mr C Wickenden to submit the grant application for the amount detailed within the September 2020 Finance Committee Meeting.
- 14.7 Consultant Update (CW). With the Committees approval, Mr C Wickenden has appointed Leani at Oneill Homer.

15. Footway Lighting

- 15.1 Repair and fault report (1 New, 6 outstanding).
- Church Road – Island outside Miles & Daughter. Sign & light canopy fitted. Electrical supply to reinstated on 09/11/20. Noted.
 - London Road - The junction box to the side of Age Concern charity shop on the London Road is hanging off and exposing wires. Reported to WBC (W2014334). Carried forward.
- 15.2 Councillors reports on routine streetlight checks (plus weeds in gutters) and to confirm if the faults at the below locations have been actioned:
- Lamp 29 Waltham Road (BD/MA). Mr M Alder to check this lamp is working.
 - Longfield Road (opposite 1 Longfield Road – Connection box access door open) (JB).
 - Longfield Road/Jarvis Drive (JB).
 - Wargrave Road (westbound side of the A4 from the roundabout to the crossing) (JB).
 - Lamp 238 Loddon Hall Road. WBC to make arrangements with Volker on TPC's behalf.

Mrs A Evans offered to take on Mr J Bowley's routine street lighting checks that are due along with checking that the above faults allocated to Mr J Bowley have been repaired by the December meeting. All other reports have been received. Noted.

Mr M Alder stated that some of the streetlamp numbers are very unclear and asked if it could be considered for new numbers to be applied. Mrs B Ditcham advised Mr M Alder that WBC are in

discussions about taking on the ownership of the streetlamps owned by Twyford Parish Council. Request to be reviewed at a later date.

16. General Amenity Matters

- 16.1 Gateway signage – Awaiting confirmation from WBC regarding quote received for £9,454.35 (circulated 1/4/20). Carried forward.
- 16.2 Air quality – 2019 published results (circulated 29/9/20). Follow up meeting to that held in February 2020 to be held in February 2021. Noted.
- 16.2.1 Air quality funding – Government initiative. Application for the grant was submitted by Charlie Fielder to cover West Berks, Bracknell Forest, and Wokingham Borough Councils. Awaiting outcome. Carried forward.
- 16.3 Bench & Bus Stop inventory for Twyford (CW). Carried forward.
- 16.4 GWR – opens bidding for £750,000 community fund (circulated 1/8/19). Application submitted by Mr M Alder (circulated 24/9/19). Confirmation that application has been received. Awaiting results. Carried forward.
- 16.5 GWR Provisions. Assistant Clerk was asked to liaise with GWR for an update on the actions Agreed during the September Planning & Amenities meeting.
- 16.5.1 Car Parking Provisions – Update. Carried forward.
- 16.5.2 Cycle storage provisions – Mr M Alder & Mr C Wickenden to recommend to the P&A Committee suggested areas at Twyford Station for GWR to consider installing secure cycle parking. Carried forward.
- 16.6 Bench requested by a resident within the open space between Colleton Drive & Wessex Gardens – Bench ordered. Awaiting delivery & installation dates. Carried forward.
- 16.7 Local Green Space – Recommended areas sent to WBC by Mr C Wickenden (circulated 24/6/20). Assistant Clerk to liaise with/seek assistance from Cllr Lindsay Ferris in obtaining an update/feedback from WBC on the submission made by Twyford Parish Council in June 2020.

17. Village Maintenance

- 17.1 Railway Bridge (High Street (between Bridge Park & Old Mill Court)). Rotten fencing. Network Rail have been advised. Awaiting action and a response. Carried forward.
- 17.2 Meeting with Mark Morris, Community Environmental Officer (11/3/20) – Assistant Clerk to forward meeting notes and provide an update on actions. Carried forward.
- 17.3 Resident Complaint – The rural path down Stanlake Lane is becoming very narrow. WBC have cleared the pathway. Noted.

18. Highways

- 18.1 Speedwatch:
 - Mrs T Ramsden – Application submitted but progression of these have been currently put on hold. Awaiting further update from Thames Valley Police. Carried forward.
 - Updates (RM). No updates. Noted.
- 18.2, 18.3, 18.4 & 18.5 – WBC Official Martin Heath met with Councillors; Mrs B Ditcham, Mr C Wickenden and Mr R Mantel to discuss the below along with any other suggestions on how to improve Twyford (Meeting notes circulated 4/2/20).
- 18.2 Second Speed Indicator – Resident asked for another device to be installed on either Waltham Road or Hurst Road.
- 18.3 A321 Hurst Road - Cllr Lindsay Ferris has been communicating with WBC following concerns of large vehicles using the village (circulated 27/6/19). Response received from WBC (Traffic Management) confirming that there is nothing wrong with the Central Refuge and advising the resident that the information has been passed to the Highways Asset Team to reply. Suggestion sent to WBC that a weight limit through the village is applied.
- 18.4 A4 – Consideration of the speed limit. Suggestion sent to WBC for a speed restriction of 40mph 100m both sides of the A4 Wargrave roundabout be applied.
- 18.5 A resident has asked the Committee for their consideration to support a request for a crossing near Stephenson Close.

Meeting held on Friday 11th September (Andy Glencross (WBC), Martin Heath (WBC), Matt Gould (WBC), Bridget Ditcham (TPC)). Notes circulated 01/10/20. Follow up meeting to be held on 20/11/20. Noted.

- 18.6 Fly-Tipping. Assistant Clerk promoted the Twyford Parish Council report it section of the website and WBC's fly-tipping campaign. Noted.

- 18.6.1 Sofa abandoned on the Wargrave Road (WBC Ref - W2015365). WBC removed the item on 21/10/20. Noted.
- 18.6.2 Various items abandoned on TPC land. The Village Ranger has cleared these. Noted.
- 18.6.3 Rubbish bags dumped down Stanlake Lane. WBC have cleared these. Noted.
- 18.7 Parking. Assistant Clerk to promote how to report parking problems via social media.
- 18.7.1 Email from Resident advising of inconsiderate parking within the village (circulated 20.10.20). Noted.
- 18.7.2 Parking on the pavement survey – Deadline 22.11.20 (Open to members of the public). Suggested TPC response proposed by Mr J Jarvis circulated 27.10.20. The Committee had no additional comments to Mr J Jarvis' response. Mr J Jarvis place the submission on behalf of Twyford Parish Council.
- 19. Twyford In Bloom**
 - 19.1 Rewilding
 - 19.1.1 WBC correspondence - News & pictures: Wildflower meadows provide path for insects (circulated 22/07/20). Twyford in Bloom Group's suggestions circulated 30/09/20. The Committee asked the Assistant Clerk to submit all areas suggested by the Twyford in Bloom Group to WBC as potential rewilding/wildflower sites.
 - 19.2 To consider purchasing a permanent planter within the village & discuss possible locations. The Committee felt this item should be passed to the Parish Lands Committee for consideration as positioning would be on Parish Lands. Assistant Clerk to pass details to the Clerk.
- 20. Correspondence circulated by email:**
 - 20.1 Great Western Railway Performance (circulated 12.10.20).
 - 20.2 Police & Crime Bulletin September 2020 (circulated 12.10.20).
 - 20.3 2020-2021 VRS Schemes – Various Locations (circulated 12.10.20).
 - 20.4 Enforcement stats as at 1st Oct (circulated 12.10.20).
 - 20.5 TRHA newsletter (circulated 12.10.20).
 - 20.6 TRHA gardening support for local school (circulated 12.10.20).
 - 20.7 2020-2021 VRS Schemes – Various Locations - REVISED PROGRAMME (circulated 12.10.20).
 - 20.8 Neighbourhood Planning Newsletter - October 2020 (circulated 12.10.20).
 - 20.9 Police & Crime Bulletin October 2020 (circulated 21.10.20).
 - 20.10 WBC - P008-20 Proposed Waiting Restrictions - Various Roads (23.10.20).

The above items of correspondence were noted.

- 21. Date of next meeting – Tuesday 1st December 2020.**

Meeting Closed at 21:11