

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held via Zoom on Tuesday 1st December 2020 at 7:45pm.

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

Minutes: Mrs Lucy Moffatt (Clerk).

1. **Public Questions** – None.
2. **Apologies** – None.
3. **Declaration of interest in items on the agenda** – Mr J Jarvis declared an interest in item 8.1 and withdrew from commenting on this application.
4. **Dispensations** – None.
5. **Minutes of the White Paper meeting held on 8th October** – noted.
- 5.1 **Minutes of the meeting held on 3rd November 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 Village Defibrillators on-going maintenance & finance (circulated in Councillor Shared Folder). Mrs B Ditcham asked the committee to consider these costs & asked the Clerk to add it as an agenda item for discussion and a decision in January.
 - 6.2 Defibrillator at Stanlake. Following vandalism, Mr R Mantel used his powers to authorise the following costs:
 - New Cabinet - £350.00 + £9.95 delivery costs
 - Electrician Fees - £50.00The new cabinet was installed on 11.11.20 and is fully operational once more. Committee to retrospectively approve costs. The Committee noted the expenditure.
 - 6.3 The phone box at Bell Corner – Request for its removal submitted. BT have confirmed that following the removal of a phone box that they reinstate the pavement to match the surrounding area. Awaiting timeframe for the removal. 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 submitted by Mr J Jarvis on behalf of TPC. Noted.
 - 6.5 Climate Emergency (BD/JB). Working document to be discussed at the Planning & Amenities meeting in January 2021. The following items were discussed in the November Parish Lands Meeting:
 - Clerk to add KGVR lighting & Twycombe Lodge – provide information to tenants on carbon neutral buildings. To consider moving LED lighting to a section of completed actions.
 - Mr R Abeywardana suggested holding a round table meeting with representatives from Schools, TATA, Churches, TRIP & Twyford Together. What do they think the Council could do? Agreed for Mr R Abeywardana to facilitate and Mr J Bowley to attend. Clerk to organise.Items discussed in the Lands meeting were noted.
 - 6.6 Bench Maintenance (outlined within the Assistant Clerks Annual Risk Assessment Report) – Faults again reported to WBC 05.10.20. WBC have chased the contractors on 16.11.20 – benches at Bell Corner were repaired on the 23.11.20. Still awaiting completion of the repairs at Polehampton Close. Noted.
 - 6.6.1 Complaint from resident regarding taped off benches at Bell Corner. Assistant Clerk replied to the resident advising that the benches required maintenance. Noted.
 - 6.7 WBC - Central and Eastern Berkshire Authorities – Joint Minerals and Waste Plan Regulation 19 Proposed Submission Consultation (circulated 15.09.20). Mrs B Ditcham, Mr C Wickenden & Mr J Jarvis to form & submit a response on behalf of TPC. Mr J Jarvis read the documentation and felt that Twyford would not be affected therefore no comment needed. Noted.
 - 6.8 Adopt a Street – Chocolates. Volunteers needed (BD, CW, JB, MB, LJ, JJ). Mrs B Ditcham passed thanks to those who have volunteered.
 - 6.9 Request for the street sign attached to the old Natwest building to be reinstated after being painted over has been sent via WBC. Awaiting response. Noted.

7. Budgets & Precepts

Footway lighting maintenance budget/precept of £600 added.

Hanging basket budget/precept of £6,600 added.

Hanging basket income of £4,000 added.

Item to be carried forward to conclude in January 2021.

8. Planning Matters - Current List

8.1 202747 Yorkland, Byron Road – No comment.

8.2 202772 19 Harrison Close (Information Only) – Twyford Parish Council strongly object to this application to take over the amenity land and wish their following objections to be taken into consideration:

- Loss of amenity land.
- Twyford Parish Council feel strongly about protecting amenity land and have been working with Wokingham Borough Council on the Local Green Spaces project in which this area was identified as Twyford amenity space to be protected.

8.3 203112 35 Wargrave Road – No comment.

8.4 203134 18 Hurst Park Road – No comment.

8.5 203133 77 Hurst 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 202340 8 Springfield Park

9.2 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.

9.3 202718 20 Hilltop Road

9.4 202581 26 Hubbard Close

9.5 202625 6-7 Lionel Court, Wargrave Road

9.6 202691 11 Saunders Close

9.7 202813 103 London Road

9.8 202710 36 Wargrave Road

9.9 202543 76 Hurst Road

The above permissions were noted.

10. Other planning matters

10.1 Enforcements – No Updates.

10.2 Tree Protection Orders

10.2.1 WBC – Tree Management Document. Email received from WBC outlining process (13.11.20). Noted.

10.3 202793 144 Wargrave Road - APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 1670/2019, T1 AND TPO 0743/1995, G1 T1, Oak - Reduce canopy by 2-3m T2, Lime (in TPO G1) - Crown clean and cut sucker growth T3, Lime (in TPO G1) - Crown clean, remove ivy and cut sucker growth T4, Lime (in TPO G1) - Reduce regrowth back to main stem and manage as pollard T7, Lime (in TPO G1) - Crown clean and cut back by 2m to give clearance of property T9, Lime (in TPO G1) - Crown clean T10, Lime (in TPO G1) - Crown clean, cut back overhanging lateral branch and reduce limb by 3-4m T11, Lime (in TPO G1) - Crown clean, remove ivy, cut sucker growth and remove broken branch T14, Lime (in TPO G1) - Crown clean and cut sucker growth T15, Lime (in TPO G1) - Crown clean and cut sucker growth (Information Only). Noted.

10.4 202833 6 Thornbury Green - APPLICATION FOR WORKS TO PROTECTED TREE(S) TPO 464/1989, GROUP 1 T145, Lime – Fell (Information Only). Noted.

10.5 163224 Penny House, Wargrave Road – WBC – Addressing - 8 new flats – Wargrave Road Twyford. Noted.

10.6 203055 Land to the east of 38 High Street - Application for works to protected tree(s) TPO 1725/2020, Area 1

- T1, Sycamore - Side prune to relieve overhanging branches from garden and reduce height by 2 -3m.
- T2, Sycamore - Side prune to relieve overhanging branches from garden and reduce height by 2 -3m.
- T3, Hawthorn - Side prune to relieve overhanging branches from garden and reduce height by 2 -3m.

- T4, Sycamore - Side prune to relieve overhanging branches from garden and reduce height by 2 -3m.
- T5, Sycamore - Side prune to relieve overhanging branches from garden and reduce height by 2 -3m.
- T6, Sycamore - Side prune to relieve overhanging branches from garden and reduce height by 2 -3m.
- T7, Oak - Side prune to relieve overhanging branches from garden and reduce height by 2 -3m.
- T8, Sycamore - Side prune to relieve overhanging branches from garden and reduce height by 2 -3m

(Information only). Noted.

11. Notices of refusal

11.1 202655 33 Ruscombe Road

* TPC comment on application - 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.

WBC – Reasons for the Refusal: -

1. The proposal, by reason of its increase in scale, bulk and mass along the neighbouring boundary, the extension would cause significant harm to the amenities of the neighbouring dwelling by reason of overbearing. The proposal is thus contrary to the National Planning Policy Framework, policies CP1 and CP3 of the Wokingham Core Strategy and Section 4 of the Supplementary Planning Document - Wokingham Borough Design Guide.

The above refusal was noted.

12. Notices of withdrawal – None.

13. Notice of appeal

13.1 192280 Land to the rear 20 & 22 Station Road. 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 Sub-Committee Meeting (1/12/20) to be circulated. Noted.

14.3 Next Meetings:

Visioning Session/Focus Group – 14/12/20 (19:00) - Agenda to be circulated to all councillors.
Working Group – 4/1/21 via Zoom (19:30)
Sub-Committee – 5/1/21 via Zoom (19:00)

The above meeting dates were noted.

14.4 Approval of any Neighbourhood Plan expenses – None. Noted.

14.5 Grant update (CW). Grant request for £1650.00 was successful (circulated 18.11.20). Noted.

15. Footway Lighting

15.1 Repair and fault report (2 New, 7 outstanding).

- Church Road – Island outside Miles & Daughter. Sign & light canopy fitted. Electrical supply to be reinstated on 09/11/20. Revised date TBC. 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). Mrs B Ditcham confirmed that she had looked and found no outstanding fault. Noted.
- Lamp 238 Loddon Hall Road. WBC to arrange repairs with Volker on TPC's behalf. Noted.
- Lamp 161 Wargrave Road. WBC advised of fault 03/11/20. Noted.
- Lamp 94 Byron Road. WBC to arrange repairs on TPC's behalf (17/11/20). Noted.

15.2 Mrs A Evans to report on Mr J Bowley's routine streetlight checks and Mr M Alder & Mrs A Evans to confirm if the faults at the below locations have been actioned:

- Lamp 29 Waltham Road (MA). Carried forward.
- Longfield Road (opposite 1 Longfield Road – Connection box access door open) (AE). Fault repaired. Noted.
- Longfield Road/Jarvis Drive (AE). Fault repaired. Noted.
- Wargrave Road (westbound side of the A4 from the roundabout to the crossing) (AE). Fault repaired other than lamp 161 stated above. Noted.

Mrs A Evans confirmed no faults on Mr Bowley's streetlight route. Noted.

16. General Amenity Matters

- 16.1 Gateway signage – Awaiting confirmation from WBC regarding quote received for £9,454.35 (circulated 1/4/20). New costings received from WBC but does not include the cutting back of vegetation. Mrs B Ditcham suggested that this is carried forward to January when a decision can be made following receipt of the new design and final costs.
- 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. To consider questions. 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. Noted.
- 16.2.2 Chloe Ennis (WBC) – Eco Travel Officer. The project is funded by DEFRA Air Quality and the goals are to increase active travel around the borough for the environment & health with a focus on air quality. Steering Group meeting held 27/11/20 (BD, JJ). Large number of representatives from various councils, organisations etc. The meeting was predominantly an Introduction to those in attendance. Next meeting to be held in February 2021. Noted.
- 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 – Update chased 18.11.20. Awaiting response. Noted.
- 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. Chased order 18.11.20 - Installation expected to be in January. Resident has been informed. Noted.
- 16.7 Local Green Space – Recommended areas sent to WBC by Mr C Wickenden (circulated 24/6/20). Chased update via Cllr Lindsay Ferris. Update from WBC circulated. Noted.

17. Village Maintenance

- 17.1 Railway Bridge (High Street (between Bridge Park & Old Mill Court)). Rotten fencing. Network Rail have been advised. Network Rail attended site on 26.11.20. To check if repairs have been carried out.
- 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 Village Bins – Email from Cllr L Ferris to WBC (circulated). Noted.
- 17.3.1 London Road bin by allotment not emptied – Reported to WBC 25.11.20 (W2016620). Noted.
- 17.3.2 Winchcombe Road (corner of Waltham Road) bin not emptied – Reported to WBC 25.11.20 (W2016621). Noted.
- 17.4 Blocked Drains
- 17.4.1 Stanlake Lane – Drain blocked by leaves. Reported to WBC 25.11.20 (W2016622). Noted.
- 17.4.2 Waltham Road (Broad Hinton roundabout towards Stanlake Vineyard) – Various Drains blocked by leaves. Reported to WBC 25.11.20 (W2016623). 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 & 18.6 – 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.
- 18.6 Utilities Road (to the side of the bowling green & La Fontana). Road in poor condition. Reported to WBC during the meeting on the 20.11.20 and via the online 'Report it' system (Ref:- W2016505).

Meeting held on Friday 20th November (Andy Glencross (WBC), Martin Heath (WBC), Matt Gould (WBC), Bridget Ditcham (TPC)). Notes circulated 23.11.20. Follow up meeting to be held in February 2021. Noted.

- 18.7 Parking. Details received from WBC on how to report offences. This has been promoted via social media 18.11.20 and added to the Twyford Parish Council website. Noted.
- 18.8 Street Cleansing – Email to WBC from Cllr Lindsay Ferris (circulated). Noted.
- 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. List of potential sites provided to WBC. Awaiting response. Noted.
- 19.2 The possible purchase of a permanent planter within the village was referred to the Parish Lands Committee. The Parish Lands committee would like options to consider (both maintained and to be maintained) with information on design and sizes. It was thought that a planter on Wellington Square might be more suitable. Assistant Clerk investigating. Noted.

20. Correspondence circulated by email:

- 20.1 WBC - Enforcement Monthly stats reports (circulated 09.11.20).
- 20.2 WBC - re3 press release - re3 recycling centres to remain open during the second national (circulated 09.11.20).
- 20.3 GWR - GWR services during lockdown (circulated 09.11.20).
- 20.4 WBC - Changes in Christmas collection 2020 (circulated 20.11.20).
- 20.5 GWR - New Timetable from Sunday 13 December (circulated 24.11.20).
- 20.6 The Piggott School - CONSULTATION: The Piggott School Admissions Policy 2021-2022 and 2022-2023 (circulated 24.11.20).

The above items of correspondence were noted.

21. Date of next meeting – Tuesday 5th January 2021.

Meeting Closed at 21:15