

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held via Zoom on Tuesday 2nd March 2021 at 7:45pm.

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

Minutes: Mrs Lynn Povey (Assistant Clerk).

1. **Public Questions** – None.
2. **Apologies** – Mrs A Evans.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes**
 - 5.1 Minutes of the meeting held on 2nd February 2021 - Approval of the minutes as a true and accurate record. Proposed by Mr J Jarvis, seconded by Mr M Alder, carried nem con.
6. **Matters arising and action points.**
 - 6.1 The phone box at Bell Corner – Removal of the phone box has been chased. Noted.
 - 6.2 Climate Change Plan (BD/JB). Meeting held 04.02.21 – minutes/revised plan circulated. Plan approved at Full Council (23.02.21). Mrs B Ditcham to go through the document and raise actions for the P&A committee to complete within the April meeting.
 - 6.3 Community Engagement Policy – Discussed at Full Council on 23.02.21. Carried forward.
 - 6.4 APM – Agenda approved, printed, and passed to an RG10 representative for distribution. Noted.
 - 6.5 National Planning Policy Framework Consultation (deadline 27.03.21) – To consider submitting a response to the consultation (circulated via email 24.02.21). Mrs B Ditcham & Mr C Wickenden to draft a response - To be approved at Full Council prior to submission.
 - 6.6 Right to Regenerate (deadline 13.03.21) – To consider submitting a response to the consultation (circulated via email 24.02.21). Mr J Jarvis to draft a response - Assistant Clerk to forward to the P&A Committee for approval prior to submission.
7. **Planning Matters - Current List**
 - 7.1 210038 6 Broadwater Road – No comment.
 - 7.2 210082 46 Orchard Estate (Revised Plans) – No comment.
 - 7.3 210101 59 Wargrave Road – No comment.
 - 7.4 210105 6 Saunders Close – No comment.
 - 7.5 210142 30 Malvern Way – No comment.
 - 7.6 210152 9 Carlile Gardens – No comment.
 - 7.7 210199 14 Hermitage Drive – No comment.
 - 7.8 210239 8 Kingfisher Court – No comment.
 - 7.9 210361 64 Broadwater Road – No comment.
 - 7.10 210446 61 Orchard Estate – No comment.
 - 7.11 210585 18 Longfield Road – No comment.

The above comments have been submitted to Wokingham Borough Council.

8. Notices of permission

* denotes applications that the Council has previously commented on.

- 8.1 203515 9 Winchcombe Road
 - 8.2 203324 1 Old Mill Court
 - 8.3 203585 23 Lincoln Gardens
 - 8.4 203271 20 Wensley Close
 - 8.5 203453 6 Church Street
 - 8.6 203286 4 Station Road
- * This property is in the Conservation Area. Twyford Parish Council wish to pass no comments providing it has the Conservation Officers Approval.
- 8.7 210071 26 New Road
 - 8.8 210080 6 Woodpecker Close
 - 8.9 201022 Old School Hall, High Street
- * The Committee supports the application however, they wish to see better provision for secure cycle, pushchair & mobility scooter parking so that there is easier access to both the front & back of the development & to encourage local visitors.
- 8.10 210198 103 London Road

8.11 203551 66 London Road (revised plans submitted & subsequently approved)

* Twyford Parish Council Planning Committee wish to raise the following objections:

1. Massing effect on the neighbouring property at number 68.
2. Unneighbourly to property number 68.

The above permissions were noted.

9. Other planning matters

- 9.1 210244 8 Station Road – Section 211 Notification of works in a conservation area – Twyford Conservation Area. T1 – Eucalyptus – tree to be felled. T2 – Goat Willow – reduce the tree canopy by half (Information only). Noted.
- 9.2 210630 51 Wargrave Road – Application for works to protected tree(s) TPO 96/1976, Area 1. T4, Lime – Reduce by 30%. All final cuts back to suitable growth points of no less than a third in diameter. Remove epicormic from main trunk up to the crown break (Information only). Noted.
- 9.3 210579 70 Broad Hinton – Application for works to protected tree(s) TPO 102/1976. T1, Oak - Cut back lowest north branch encroaching towards nos. 26/27 Board Hinton by a maximum of 3.5m; cut back lowest northwest branch and associated 7 no. tributary branches encroaching towards no. 27 Broad Hinton by a maximum of 3.0m; cut back lowest northwest branch and associated 5 no. tributary branches encroaching towards no. 28 Broad Hinton by a maximum of 3.0m; cut back lowest southwest branch and associated 5 no. tributary branches encroaching towards no. 54 Broad Hinton by a maximum of 3.0m; cut back lowest southeast branch and associated 3 no. tributary branches encroaching towards no. 70 Broad Hinton by a maximum of 3.0m (Information only). Noted.
- 9.4 New premises Licence Application – TenThreeSix Limited, Flagstaff House, 12 High Street. No comment.
- 9.5 Enforcements (circulated). Noted.
- 10. Notices of refusal – None.** Noted.
- 11. Notices of withdrawal – None.** Noted.
- 12. Notice of appeals/decisions**
- 12.1 192280 Workshop at land to the rear of 20 & 22 Station Road – The appeal is dismissed.
- 12.2 201561 3 Wargrave Road – The appeal is dismissed.

The above appeal decisions were noted.

13. Neighbourhood Plan

- 13.1 Minutes/Notes from the Working Group Meeting (2/3/20) to be circulated by a Working Group Member (Assistant Clerk was not in attendance). Carried forward.
- 13.2 Minutes from the Working Group Meeting (1/3/21) & Sub-Committee Meeting (2/3/21) to be circulated. Noted.
- 13.3 Next Meetings:
Working Group – 29/3/21 via Zoom (19:30)
Sub-Committee – 6/4/21 via Zoom (19:00)
Working Group – 26/4/21 via Zoom (19:30)
Sub-Committee – 4/5/21 via Zoom (19:00)
Working Group – 7/6/21 via Zoom (19:30)
Sub-Committee – 8/6/21 via Zoom (19:00)

The above meeting dates were noted. Type of meeting/venue to be amended/confirmed in line with the latest Government advice.

- 13.4 Approval of any Neighbourhood Plan expenses:
- 13.4.1 Oneill Homer – Consultancy work £1100. Proposed by Mr J Jarvis, seconded by Mr M Bray – motion carried unanimously.
- 13.4.2 Freepost – Annual Renewal £99.50. Proposed by Mr J Jarvis, seconded by Mr M Alder – motion carried unanimously.

14. Footway Lighting

- 14.1 Repair and fault report (5 New, 2 outstanding).
- Church Road – Island outside Miles & Daughter (**WBC**). WBC are arranging for the contractors to install a private supply to this column. Noted.

- Lamp 161 Wargrave Road (**WBC**). WBC advised of fault 03.11.20 – With contractors to investigate (chased 23.02.21). WBC have confirmed that repairs have been completed. No further actions. Noted.
 - Lamp 4 Wargrave Road (**WBC**). WBC advised of fault 18.01.21 (Ref: - W2118186). With contractors to investigate (chased 23.02.21). WBC have confirmed SSE have a service agreement date of 4/3/21 to carry out the repairs. Noted.
 - Lamp 04 New Road (**TWY**). Hedge surrounding lamp needs cutting back. Letter sent to resident 20.01.21 – No response from the resident to date. Assistant Clerk to send a further letter to the residents.
 - Lamp 144 Hermitage Drive (**TWY**). Possible fault caused by SSE, awaiting investigation (18.01.21). With contractors to investigate (chased 23.02.21). WBC have confirmed SSE have a service agreement date of 11/03/21 to carry out the repairs. Noted.
 - Lamps 13, 16 & 18 Waltham Road (**WBC**). Fault reported 20.01.21 (Ref: - W2118297). With contractors to investigate (chased 23.02.21). WBC have confirmed that the repairs have been completed. No further actions. Noted.
- 14.2 The following lighting repairs have been actioned:
- Lamp 203 Kibblewhite Crescent (**TWY**). WBC asked to carry out the repairs on TPC's behalf (18.01.21). Repairs have been completed. No further actions. Noted.
- 15. General Amenity Matters**
- 15.1 Gateway signage – Full Council approved funding. To approve design before placing order through WBC. The Committee approved the green rectangular sign with white wording for the London Road gateway & the yellow and white speed reduction sign for the Chavil/Twyford gateway & the Ruscombe turn/Broad Hinton gateway. Assistant Clerk to place order through WBC.
- 15.2 Air quality – 2019 published results (circulated 29/9/20). Meeting requested with Charlie Fielder, Environmental Health Officer – awaiting response. Committee members asked to consider questions – to be discussed. Carried forward.
- 15.2.1 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.
- 15.3 Bench & Bus Stop inventory for Twyford (CW). Carried forward.
- 15.4 GWR – opens bidding for £750,000 community fund (circulated 1/8/19). Application submitted by Mr M Alder (circulated 24/9/19). Process for allocating the community fund is set to restart in April 2021 – Awaiting further details. Carried forward.
- 15.5 GWR Provisions – Further update requested on items discussed in the September 2020 Planning & Amenities meeting.
- Fencing at the side of Hurst Road Allotments.
 - Expansion of the current CCTV system.
- Carried forward.
- 15.5.1 Car Parking Provisions – Awaiting further update. Carried forward.
- 15.5.2 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.
- 15.6 Local Green Space – Recommended areas sent to WBC by Mr C Wickenden (circulated 24/6/20). Update from WBC circulated - Decision to be announced within the first half of 2021. Carried forward.
- 15.8 Twyford Station – Customer Lift. Resident Complaint. Referred to GWR and Cllr Lindsay Ferris who will liaise directly with the resident and ensure any maintenance is carried out, as necessary. Noted.

Point of information – Mrs B Ditcham made the Committee aware that children from the Colleton School did not receive their first choice of secondary school placement (ThePiggott School, Wargrave) following the primary to secondary school admissions process for September 2021 starters.

16. Village Defibrillators

- 16.1 Village Defibrillators – Reports received for the 05.02.21, 12.02.21, 19.02.21. Checks are going well. Noted.
- 16.2 Full Council approved the purchase of 3 new batteries. Assistant Clerk to arrange the purchase & installation. Noted.

17. Village Maintenance

- 17.1 Assistant Clerk liaising with the temporary Community Environmental Officer assigned to Twyford for updates on the items discussed within the meeting with Mark Morris on 11/3/20. Noted.
- 17.2 Street Signs
- 17.2.1 Loddon Hall Road – Request sent to WBC (26.11.20) to replace sign (W2016651). WBC have confirmed that the erection of a new sign has been completed. No further actions. Noted.
- 17.3 Village bus stop (Wagon & Horses) in need of either cleaning or replacing. WBC advised that it is on the works programme to be fixed. 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. Noted.
 - Updates (RM). No updates. Noted.

18.2, 18.3, 18.4, 18.5 & 18.6

- 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 26th February 2021. Those present: Mrs B Ditcham (TPC), Mr C Wickenden (TPC), Mr A Glencross (WBC), Mr M Heath (WBC). Mr C Wickenden gave a brief overview of the meeting. Assistant Clerk to circulate the meeting notes.

19. Twyford In Bloom

- 19.1 Rewilding - 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. Carried forward.
- 19.2 Twyford in Bloom 2021 – Working Group meeting to be held on 8.3.21 via Zoom (19:30). Noted.
- 19.3 Virtual meeting run by Thames & Chilterns in bloom to be held on 4.3.21, 2-4.30pm. Mrs B Ditcham, Mr M Bray to attend. Noted.
- 19.4 Hanging Basket & Brackets costs – Assistant Clerk to commence collating orders for this year. Noted.
- 19.5 Planter at Bell Corner. Assistant Clerk to order planter. Noted.
- 19.6 Twyford Surgery Hanging Basket. Awaiting response. Noted.

20. Correspondence circulated by email:

- 20.1 WBC - News: New measures to reduce visitor numbers at Dinton Pastures Country Park (circulated).
- 20.2 WBC - News: More financial support for local businesses amidst ongoing restrictions (circulated).
- 20.3 WBC - Finchampstead Neighbourhood Plan Consultation (circulated).
- 20.4 Network Rail – Maintenance work on the Henley branch line 16 - 19 Feb 21 (circulated).
- 20.5 WBC - Council agrees to recommission Healthy Child Programme (circulated).
- 20.6 Environment Agency – Shardlow and Willington forecasting changes (circulated).
- 20.7 WBC - News More keyworkers to receive rapid tests at Microsoft Campus (circulated).
- 20.8 WBC - Council helps 120 residents during covid winter (circulated).
- 20.9 TRHA – Newsletter (circulated).
- 20.10 WBC - News: Council makes urgent financial support available for nurseries and pre-schools (circulated).
- 20.11 WBC - News: 3G pitch complete as new school in Arborfield takes shape (circulated).
- 20.12 WBC - News: Waste and recycling bag delivery starts soon (circulated).
- 20.13 WBC - News: Council calls on all the 'Share the Love' and thank borough Covid heroes (circulated).
- 20.14 WBC (Highways) - RE: 2020-2021 VRS Schemes – Various Locations – UPDATE (circulated).

- 20.15 WBC - Notification of Emergency Works: Wargrave Road, Twyford (circulated).
- 20.16 WBC – Rubbish & Recycling bags are on the way (circulated).
- 20.17 Ladds Garden Village Planning (circulated).
- 20.18 WBC – Budget 2021 (circulated).
- 20.19 WBC – Ruscombe Neighbourhood Plan Consultation (circulated).
- 20.20 GWR – School and College return 8th March (circulated).
- 20.21 WBC – Council considering new options for managing growth for new local plan (circulated).
- 20.22 WBC – Highways - Notification of Emergency Works: A4 New Bath Road, Twyford (circulated).
- 20.23 WBC - News: Don't put batteries in your rubbish bags (circulated).
- 20.24 WBC - Keeping Wokingham borough a safe place to live, work and visit (circulated).

The above items of correspondence were noted.

21. Date of next meeting – Tuesday 6th April 2021.

Meeting Closed at 20:53