

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Neighbourhood Plan Working Group held via Zoom on Monday 12th July 2021 at 7:30pm.

Present: Mr C Wickenden (chair), Mrs B Ditcham (vice-chair), Mrs E Ashley, Ms J Daman, Mrs P Morton, Mrs B Smith and Messer's M Alder, S Conway, L Ferris, M George, J Jarvis.

Minutes: Lynn Povey (Assistant Clerk).

1. **Welcome.** Mr C Wickenden welcomed everyone.
 2. **Apologies** – Ms L Haim, Mr J Dowty, Mr R Mantel, Mr F Newman & Mr R Sunley.
 3. **Update on actions from previous meeting:**
 - 3.1 Parish Online - an interactive map for use by the group. Carried forward.
 - 3.2 New Homes team to discuss with WBC the breakdown of the housing request numbers – no longer applicable due to item 3.11.
 - 3.3 New Homes to investigate brownfield sites within the village. To ask the Housing Needs Survey Consultant to investigate.
 - 3.4 Mr R Sunley to amend the 'Parking at Twyford Station' document and resubmit to the working group. Action completed. Document to be reviewed by the consultants.
 - 3.5 Mr S Conway to write a document on homes that are and are not wanted/needed. Draft written – Will await outcome from the Housing Needs Survey to re-visit.
 - 3.6 Mr R Sunley to draft a cycle/walking network map. Carried forward.
 - 3.7 Mr F Newman to draft a wildlife habitat map and contact Thames Valley Environmental Records Centre. Carried forward.
 - 3.8 Assistant Clerk to acquire contact details for the environmental agency. Carried forward.
 - 3.9 Mr M George to add review/history of the village centre to the report. Action completed.
 - 3.10 Working Group to consider partnership with WBC for phase 2 of the library regeneration project. To be actioned under the Health & Community Group – Mr S Conway & Mr J Jarvis to lead.
 - 3.11 New Homes team to arrange a housing needs survey. Mr C Wickenden to arrange.
 - 3.12 New Homes team to map out current housing. Carried forward.
 - 3.13 Heritage & Design team to look at policy designs submitted by Ruscombe & Crowthorne. Action completed.
 4. **Matters arising & action points.**
 - 4.1 Local Plan Update. Carried forward.
 - 4.2 Team updates/feedback: -
 - Health & Community Provisions
 - Documents written by Mr R Sunley to be reviewed by the Consultants.
 - A Thriving Village Centre.
 - Draft document written. Mr C Wickenden to arrange a meeting with the Consultants.
 - Employment.
 - Draft document written. Mr C Wickenden to arrange a meeting with the Consultants.
 - Carbon Neutrality.
 - Team to produce & share draft policy document.
 - New Homes
 - Housing Needs Survey to be completed.
 - Heritage & Design.
 - Draft document written. Mr C Wickenden to arrange a meeting with the Consultants in August. Mrs L Ashley to take photos of the historical buildings.
- Mr S Conway to write an historical overview of the village.
- 4.3 Community Liaison – Update on actions:
 - Move banners within the village. Old banners weathered – Assistant Clerk to obtain quote. Carried forward.
 - Raise Profile – Mr C Wickenden to write a promotional piece:
 - Social Media – share posts from the Neighbourhood Plan Facebook page with other local pages such as 'Twyford (Berkshire)', 'Twyford Together' etc.

- RG10
- Local Papers

Item carried forward.

- Fun Run (10.10.21) – Volunteers needed to man the stall at the event.
- 4.4 Local Cycling and Walking Infrastructure Plan for Wokingham Borough - Mr M Alder to action.
- 4.5 Grant Submission/Update. Two grant applications have been successful:
- £10,000 – Consultancy and technical support.
 - Cost of a Housing Needs Survey.
- 4.6 To consider Croudace statement. Mr C Wickenden to forward document to the Assistant Clerk to circulate for discussion in the August meeting.
- 4.7 To consider liaising with WBC to link the Neighbourhood Plan and the Local Plan. To consider a meeting in early October.
- 5. Date of next meetings:**
Working Group – 2/8/21 (19:30) – via Zoom.
Working Group – 6/9/21 (19:30) – TBC.
Sub-Committee – 7/9/21 (19:00) – TBC.

The above meeting dates were noted.

Meeting Closed at 21:25