

Twyford Parish Council Minutes of the Meeting of the Council

Meeting held at the Twyford Room, Loddon Hall, RG10 9JA on Tuesday 26th July 2022 at 7:45 pm.

Present: Mrs E Ashley, Mr M Bray, Mrs B Ditcham, Mrs A Evans, Mrs T Ramsden, Mr C Wickenden & Mrs S Wisdom.

In attendance: Mr S Conway – Twyford Borough Councillor

Also in attendance: Melissa Paulden – Community News Reporter, Bayliss Community Media CIC

Clerk present: Mrs L Povey (Assistant Clerk).

In the absence of both Mr R Abeywardana (Chairman) & Mr M Alder (Vice-Chair), Mr M Bray proposed for Mr C Wickenden to chair the meeting, seconded by Mrs T Ramsden, and carried unanimously.

Mr C Wickenden opened the meeting.

1. **Public Questions** – No questions.
2. **Apologies** – Mr R Abeywardana, Mr M Alder, Mr J Bowley & Mr R Mantel.
3. **Notification of Councillor resignation** – Mrs J Duffield & advertising of councillor vacancy (to note). Noted. Mrs B Ditcham requested for exit interviews to be held with outgoing councillors going forward and Mr C Wickenden asked for the Clerk to send Mrs J Duffield a letter of thanks for her service.
4. **Declaration of interest in items on the agenda.** None.
5. **Dispensations.** None.
6. **Minutes of the Full Council meeting held on 24th May 2022**
Proposed Mr M Bray, seconded Mr B Ditcham to approve the minutes as a true and accurate record. Motion carried unanimously.
7. **Matters Arising.** None.
8. **Borough Council Matters.** Mr S Conway reported on three items:
 - Ward Boundaries – WBC are currently reviewing the boundaries of the different wards within the Borough to create three member wards. For Twyford, this would mean taking back the South (Near Broadwater) currently under Hurst and to also bring Ruscombe into Twyford ward. A consultation process is due to commence 30.08.22.
 - Partnership – Under the new leadership, the wish is to Strengthen, Build Upon & Repair relationships. A meeting will be arranged with Town & Parish Councils to commence repairing the partnerships.
 - Twyford Library – The executives will meet on 28.07.22 where it is expected for the library project to be approved. Funding has been acquired for Phase 1 and it is hoped that works will commence in the not to distant future. Tributes to be given to all those involved & funding for Phase 2 to commence.

There were no reports from Mr L Ferris or Mr W Smith.

There were no questions for Councillor Conway however Mrs T Ramsden wished to give thanks to WBC for their hard work and ongoing support for the Ukrainian Refugees and hosts. Mrs T Ramsden also wished to thank Councillor Conway for his regular updates especially via Facebook.

9. **Liaison with Ruscombe Parish Council.** Mr P Cassidy gave his apologies. No report provided.

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

10.1 Planning and Amenities Committee 07.06.22 & 05.07.22

Mrs B Ditcham reported summarising the minutes.

10.2 Neighbourhood Plan sub-committee 07.06.22 & 05.07.22

Mr C Wickenden reported summarising the minutes.

10.2.1 Progress report on Neighbourhood Plan (CW) – Mr C Wickenden reported on the progress. Delegated authority was requested to allow Mr C Wickenden & Mrs B Ditcham delegated authority to make decisions on outstanding matters regarding the Neighbourhood Plan enabling any amendments to be made prior to the final submission to WBC. It was proposed by Mrs E Ashley, for an email to be sent to the Committee detailing any decision, seconded by Mrs T Ramsden, and unanimously agreed.

10.2.2 Approval of the Neighbourhood Plan document – The current version of Twyford's Neighbourhood Plan was proposed by Mrs E Ashley, seconded by Mrs A Evans, and unanimously approved.

Mr C Wickenden wished for thanks to be noted & given to both the Assistant Clerk for the Consultation Statement document & Mrs E Ashley for the Design Code document.
Noted.

10.3 Parish Lands Committee 14.06.22 & 12.07.22

Mr M Bray reported summarising the minutes.

Recommendation:

10.3.1 To replace the tyre walk with the all-weather surface option - £3,593. Motion carried unanimously.

10.3.2 Tennis club lease –solicitor costs £1,125. Motion carried unanimously.

10.3.3 A no drone policy. Motion carried unanimously.

10.4 Finance and General Purposes Committee 21.06.22

Mr C Wickenden reported summarising the minutes.

10.4.1 To accept quote for migration and new mailboxes £1,950. Motion carried unanimously.

10.4.2 To adopt the LGA model code of conduct 2020. Motion carried unanimously.

10.4.3 £300 contribution to the refugee welcome event on Elms Field 16.07.22. Motion carried unanimously.

10.5 Fete Committee 13.07.22

Mr M Bray reported summarising the minutes. It was requested that the Clerk approaches the volunteer groups to see if anyone is available for on the day support at the fete.

11. **Other representative reports**

11.1 Twyford in Bloom – Mr M Bray reported on the Judges Tour outlining the route taken and confirming that we will receive the results in September.

12. **Community Engagement**

12.1 Meet your councillor session – Waitrose café closed on Saturday 2nd July. Mrs T Ramsden & Mr J Jarvis to attend the next session in September.
Noted.

13. Clerk's report

- 13.1 Request for councillors to review their wording on the website 'Meet your Councillor' page. All revisions to be emailed to the Clerk by the 9th August 2022.
- 13.2 To consider a response to WBC - Independent Remuneration Panel survey (one drive). Council members asked for Mr R Abeywardana to complete the survey and for it to be circulated to the Council Members ahead of approval in the September Full Council meeting. Clerk to request an extension to the response deadline.
- 13.3 Report of use of powers under Financial Regulations 3.4 – the Chairman in consultation with the Clerk approved legal costs of up to £400 for advice on the Statutory Notice served by DWF Law LLP on behalf of EE and H3G (to note).
Noted.

14. Items to be discussed at the next meeting. Mrs B Ditcham asked for the following two items to be added to the agenda:

- Action Planning Meeting Results.
- Increase in ward size (following Cllr Stephen Conway's report).

15. List of authorised payments – list for June & July (in Councillor one drive folder).

Approval proposed Mrs B Ditcham, seconded Mrs S Wisdom, carried unanimously.

16. Correspondence (all noted)

- 16.1 CCB training opportunities
- 16.2 Officers Update - HALC 8th June 2022
- 16.3 GWR – Community Fund open for bidding
- 16.4 CCB - Summer Training Opportunities
- 16.5 BALC June 2022 newsletter
- 16.6 CCB FREE Training for Communities in Wokingham
- 16.7 Involve newsletter
- 16.8 WBC - Briefing about Wokingham Council Enforcement and Safety Service
- 16.9 HALC training courses
- 16.10 Ruscombe Parish Council agenda 01.06.22
- 16.11 WBC - Chance to Thrive
- 16.12 Stephen Conway report 24.06.22
- 16.13 Connecting Communities in Berkshire – June newsletter
- 16.14 Twyford Together Business Forum at Buratta's - Monday 11th July
5.30pm
- 16.15 RPC Agenda 13.07.22
- 16.16 HALC courses
- 16.17 Citizens Advice plea for volunteers
- 16.18 WBC Hardship Alliance - Household Support fund
- 16.19 Connecting Communities in Berkshire – July E Bulletin

Item 16.14 – Mrs B Ditcham advised Mr R Yeadon of Twyford Together recommended a discussion regarding village regeneration, be held ahead of the forum - A meeting was not possible to hold before the 11th July.

17. Dates of meetings:

Neighbourhood Plan Sub Committee 7:15pm	02.08.22
Planning and Amenities Committee	02.08.22
Twyford Village Fete Committee 7:45pm Stanlake Pavilion	16.08.22
Twyford Village Fete (all councillors)	20.08.22
Neighbourhood Plan sub committee 7:30pm	06.09.22

Planning and Amenities Committee	06.09.22
Ruscombe Parish Council meeting (LJ & SW) (Loddon Hall Ruscombe Room)	07.09.22
Meet your councillor (2-3pm) (Mr J Jarvis & Mrs T Ramsden)	10.09.22
Parish Lands Committee	13.09.22
Finance & General Purposes Committee	20.09.22
Fete 7:15pm	TBC

Mr C Wickenden requested for the Neighbourhood Plan Sub Committee meeting start time to be altered to 7.30pm. All other meeting dates and times were noted.

19. Date of next Full Council Meeting – Tuesday 27th September 2022. Noted.

Meeting closed at 21:18