

## TWYFORD PARISH COUNCIL

### Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 7<sup>th</sup> August 2018 at 7:45pm.

**Present:** Mrs B Ditcham (Chair), Messer's R Abeywardana, M Alder, M Boniface & J Jarvis.

**Minutes:** Lynn Povey (Assistant Clerk)

1. **Public Questions** – None.
2. **Apologies** – Mr C Wickenden, Mr J Bowley, Mr M Bray & Mr R Mantel.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes of the meeting held on 3<sup>rd</sup> July 2018.**  
Approval of the minutes proposed Mr J Jarvis, seconded Mr R Abeywardana. Motion carried nem con.
6. **Matters arising and action points**
  - 6.1 Relocation of Village Centre Noticeboard – Installation of noticeboard onto Apsley House took place on 4/7/18. Noted.
  - 6.2 Rural Footpath, Stanlake Lane (Ruscombe Down) - The Traffic Management Team at WBC have stated that the installation of a footway is not practicable due to the impact on the tree roots. Clerk to send a letter to the residents of Ruscombe Down explaining outcome & Mr M Alder to investigate the possibility of putting in a footpath on the other side of the road.
  - 6.3 Invite sent to Cllr Stuart Munro to attend the September Full Council Meeting. Awaiting response. Noted.
  - 6.4 Library car park – A new sign has gone up for the car park stating it is for the use of Library users and patrons of The Duke. Clerk asked to contact WBC and find out the reasoning for the change from sole use for the Library users to dual use for the Library users and the patrons of The Duke. Carried forward.
  - 6.5 Matter raised at council meeting by RPC regarding Telecom Boxes being installed within the area without notification from WBC. Mrs B Ditcham investigated, confirming that nothing has been installed in the reported area. Noted.
  - 6.6 Building waste on a public path – Colleton Drive. Mrs B Ditcham reported that this has now been cleaned up. Noted.
  - 6.7 Christmas Tree for Jubilee Corner – Parish Lands Committee are dealing. Mr J Jarvis agreed to meet with a possible supplier to show him the location. Noted.
  - 6.8 Broad Hinton – Boundary Fence. WBC admitted fault at not noticing the fencing within the plans when permission was granted therefore, no further action on their part. Clerk to look up the original plans from 2015. Did we (Parish Council) pass comments? Findings to be emailed to the planning & amenities committee.
  - 6.9 Hurst Road – Works traffic lights moved overnight on 25<sup>th</sup>/26<sup>th</sup> causing problems. WBC notified and investigated. WBC stated that as well as the lights being moved, there was also a theft of equipment. The contractor that investigated removed all equipment and the lights that were on the road allowing it to flow smoothly. Noted.
  - 6.10 Meet the public - Hurst Road resident commented that the LED light shines into his bedroom window. Referred resident to WBC who are arranging to place rear shield. Noted.
7. **Planning Matters - Current List**
  - 7.1 Householder Prior Notification – None.
  - 7.2 181852 Workshop at land to rear of 20/22 Station Road – No Comment.
  - 7.3 181970 7 Hilltop Road – Possible overdevelopment of site due to the reduction of the garden.
  - 7.4 182001 11 Lansdowne Terrace – No Comment.
8. **Notices of permission**

\* denotes applications that the Council has previously commented on.

  - 8.1 181501 98 Hurst Road.
  - 8.2 180865 29 Longfield Road.
  - 8.3 181093 11 Greenfinch Drive.

8.4 181381 20 Jarvis Drive

\*Car park spaces as per the plans are impracticable.

8.5 181135 132 Wargrave Road

\*Query as to if this is within the permitted greenbelt increase build %.

8.6 181704 24 Kibblewhite Crescent.

8.7 181550 6 Longfield Road.

**8.3 Notices of refusal** – None.

**8.4 Notice of appeal** – None.

**9 Neighbourhood Plan meeting 6/8/18 & 7/8/18** – Minutes circulated by the Clerk for the 6/7/18 on 7/8/18 and the minutes from 7/8/18 to be circulated.

**9.1** Twyford Neighbourhood Plan – Formalised at the executive meeting at WBC on 26/7/18. The decision became active on 6/8/18. Minutes notes of the meeting held on 2/7/18 circulated on 11/7/18. Budget of £2000 approved at Full Council on 24/7/18.

**9.2 Sub-committee to be formed, to agree membership for the Neighbourhood Plan**

It was proposed by Mr J Jarvis, seconded by Mr M Alder that a sub-committee is to be formed for the Neighbourhood Plan. Motion carried unanimously.

The following members for the Neighbourhood Plan Sub-Committee were proposed by Mr J Jarvis, seconded by Mr M Boniface. Motion carried unanimously;

Mr C Wickenden

Mrs B Ditcham

Mr R Abeywardana

Mr M Alder

Mrs E Ashley

Mr J Bowley

Mr M Bray

Mr J Jarvis

Mr R Mantel

**10 Other planning matters**

10.1 Planning Committee notification ref: 172704 (circulated 10/7/18). Noted.

**11 Footway Lighting**

11.1 Repair and fault report – None.

11.2 149 & 154 (Cheriton Avenue) – lights not working. SSE replaced with a stronger fuse on 6/7/18 as a test to see if it is a cabling issue. No further reports from residents. Noted.

11.3 Twyford Works Inventory – Councillors to report if lights have been converted to LED. Carried forward.

11.4 Electricity Contract Renewal – Quotes didn't arrive as planned. Carried forward.

11.5 Clerks Forum – Street Lights. Mrs L Moffatt has taken our wish to explore the possibility of WBC taking over ownership of our street lamps back to the Clerks Forum. Awaiting update.

**12 General Amenity Matters**

12.1 Website Update – We are now unable to update the website with the minutes. Mr C Wickenden is looking into the fault. Clerk to get some quotes for a company to run our website.

12.2 Gateway signage – 2m Farmgate Style Gateway. WBC contractors are due to change come next April. Advised to put this project on hold until then & then re-request quote from new contractors. Agreed unanimously.

12.3 Clock – The cost to change this to LED will be £620 plus vat (using the same company that installed the clock & currently services it). Clerk asked to get further quotes to change the bulb in the clock to LED and to also get quotes for the servicing the clock. Carried forward.

12.4 Air quality action plan – Report circulated on 12/8/18. Clerk to invite Claire Lockwood & Suzanne McLaughlin to our September meeting to discuss actions going forward. Councillors to make a list of the local effects and look up EU standards.

12.5 Bus Services – Twyford to Sonning. We have been advised by WBC & the bus company that to put a bus on for 3 trips that is not from an existing service would cost £150,000 and if they extend the use of another bus for trips to and from Twyford & Sonning, this would cost around £17,000pa. They do not have the funds to operate this but are looking into all services and will take this into account. Noted.

12.6 As Josie Wragg at WBC is leaving, Mr J Jarvis suggested contacting Anthony Pollock regarding traffic regulation orders (Brook Street, Broad Hinton etc). Clerk to investigate how we contact CPE to discuss parking issues.

### **13 Village Maintenance**

- 13.1 Speed sign on Wargrave road not working for northbound traffic – reported 2/1/18. Still awaiting action. Thames Valley Police reported that the sign remains on heading into Twyford. Clerk to chase WBC again.
- 13.2 Twyford in Bloom. Mrs B Ditcham attended judging day & said it all went well. Noted.
- 13.3 Light on the side of the toilet block (Polehampton Close) has been pulled off the wall. WBC advised 18/7/18. Awaiting repairs. Chased 7/8/18. Noted.
- 13.4 Bin along Stanlake Lane – the front panel is no longer on the unit but has been placed at the side. WBC advised 18/7/18. Await repairs. Chases 7/8/18. Noted.
- 13.5 Light at the side of Halcyon needs to be repaired. Have contacted Halcyon & am awaiting a reply. Noted.
- 13.6 New Road, Twyford – Overgrown Hedges. Reported to WBC. Awaiting action. Chased 7/8/18. Noted.

### **14 Highways**

- 14.1 Speedwatch volunteers (circulated 31/5/18). Carried forward to confirm sign up.
- 14.2 High Street – Residents not informed of resurfacing works. Noted.
- 14.3 M4 Junctions 3-12 upgrade to smart motorway – WBC presentation circulated 11/7/18. WBC news bulletin circulated 25/7/18. Noted.

### **15 Correspondence circulated by email:**

- 15.1 News: Popular 19a/c bus returns in response to consultation (circulated 11/7/18). Noted.
- 15.2 Reminder Newbury Electrification line closures will run from this Monday 9 July to Sunday 5 August. Noted.
- 15.3 Next year's timetable changes (circulated 16/7/18). Noted.
- 15.4 WBC - Minerals and Waste Plan Public Meeting (circulated 16/7/18). Noted.
- 15.5 WBC - Press release - Tree Protection Orders (circulated 16/7/18). Noted.
- 15.6 WBC - Enforcement Outstanding Notices (circulated 16/7/18). Noted.
- 15.7 WBC - Enforcement Stats (circulated 16/7/18). Noted.
- 15.8 Great Western Railway - Taking 30 minutes off the journey to Heathrow (circulated 17/7/18). Noted.
- 15.9 Permanent safe crossing to be built at eight schools (circulated 17/7/18). Noted.
- 15.10 WBC tree preservation order (TPO) Web Map Go Live (circulated 17/7/18). Noted.
- 15.11 Community Council for Berkshire - Rural Place Profile: Twyford Parish (circulated 17/7/18). Noted.
- 15.12 WBC - Silk Lane - proposed waiting restrictions (circulation 17/7/18). Clerk to contact WBC to obtain a copy of the traffic regulation orders.
- 15.13 WBC – SGN at Winnersh Crossroads from Monday 23<sup>rd</sup> July (circulated 23/7/18). Noted.
- 15.14 WBC – Major projects stakeholder engagement meeting on 25<sup>th</sup> July (circulated 23/7/18). Noted.
- 15.15 Great Western Railway - GWR Franchise (circulated 25/7/18). Noted.
- 15.16 WBC - Major projects stakeholder engagement meeting on 19<sup>th</sup> September (circulated 25/7/18). Noted.
- 15.17 WBC – Highways England Smart Motorway Scheme (road closure 30/7 to 2/8). Linked with agenda item 14.3 (circulated 30/7/18). Noted.
- 15.18 Community Council for Berkshire Bulletin (circulated by the Clerk 30/7/18). Noted.
- 15.19 Wokingham Borough Council Planning Consultation - ref: 182052 (TPO trees) (circulated 7/8/18). Noted.
- 15.20 Wokingham Borough Council Planning Consultation - ref: 182107 (TPO trees) (circulated 7/8/18). Noted.
- 15.21 Wokingham Borough Council Planning Consultation - ref: 182129 (TPO trees) (circulated 7/8/18). Noted.
- 15.22 WBC - TPO-1638-2018 confirmation (Trees) (circulated 7/8/18). Noted.

### **15 Date of next meeting – Tuesday 4<sup>th</sup> September 2018.**

**Meeting Closed at 20:54**