

## TWYFORD PARISH COUNCIL

### Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 2<sup>nd</sup> July 2019 at 7:45pm.

**Present:** Mrs B Ditcham (Chair), Miss C Scull, Messer's M Alder, M Bray, R Mantel & C Wickenden.

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

1. **Public Questions** – none.
2. **Apologies** – Mr J Bowley & Mr J Jarvis.
3. **Declaration of interest in items on the agenda.** – none.
4. **Dispensations** – none.
5. **Minutes of the meeting held on 4<sup>th</sup> June 2019.**

Approval of the minutes as a true and accurate record. Proposed Mr C Wickenden, seconded Mr M Bray, carried nem con.

#### 6. **Matters arising and action points.**

6.1 Defibrillator – PAD deployed. Defib located with Mr N Robinson – Both the Assistant Clerk & Mrs B Ditcham to continue to follow up for its return. Drop in training sessions dates & times – carried forward.

6.2 HBUG – Details requested from the last meeting received and circulated. Noted.

6.3 Twyford In-Bloom 2019. Day of the judging will be 22/7/19. Mr M Bray provided feedback from his meeting with WBC and confirmed they will do their best to assist. Twyford Parish Council have agreed or have organised for the following actions to assist with getting the village ready for this annual event:

- Promotion on social media - Ongoing.
- Purchased hanging baskets & brackets - Done.
- We requested a copy of last year's comments to see if there was anything within the documentation that we could support. The Assistant Clerk was going to meet with Gordon to obtain this however Mr Malcolm Bray had an electronic version which he agreed to forward.

Further discussion/confirmation/actions from last night's meeting:

- The area between the road and the toilet block needs to be weeded and litter removed - Mrs Bridget Ditcham suggested organising a working party to resolve this (Assistant Clerk to send out an email requesting volunteers).
- Theatre Group material – Assistant Clerk to liaise with Mr John Jarvis to arrange removal.
- Bench outside Duke of Wellington – Assistant Clerk to arrange for the Ranger to action repair.
- Road Sweeper has been arranged to go around the village either the day before or the early morning of judging especially in the areas of the route.

The other items on the 'to do' list are being actioned by the 'In Bloom' committee or WBC except for the removal of the Jubilee signs.

- General tidy up - WBC
- Hedge cutting - WBC
- Cut grass - WBC
- Remove weed from rear of houses on Waltham Road - In Bloom committee as discussed with Gordon.
- Painting of the Bell Corner sign - In Bloom committee.
- Removal of the TPC signs at Jubilee Corner - No action (it was felt that these signs should not be removed).

6.4 Nail Bar – Questions raised if permission had been sought for the lights on the sign. Email sent to the Wokingham Planning Enforcement Team. Awaiting response – carried forward.

6.5 TRIP – Twyford Rethinks Its Plastic – Presentation circulated. Noted.

6.6 New barrel bin by the Piggott School Footbridge – Email sent to WBC to check feasibility. Awaiting response. Assistant Clerk to update Mr Wise of the actions taken.

6.7 Planning workshop – 2/7/19 at Pangbourne Village Hall. Mrs B Ditcham, Mrs L Povey & Mr C Wickenden have had their places confirmed. Mrs B Ditcham & Mr C Wickenden gave a summary of today's meeting. Assistant Clerk to send out electronic versions of policies we should be aware of.

#### 7. **Planning Matters - Current List**

7.1 Householder Prior Notification

- 7.2 190507 61 Hurst Park Road – No comment.
- 7.3 191251 19 Broadwater Road – No comment.
- 7.4 191345 74 Orchard Estate – No comment.
- 7.5 191404 80 Hurst Park Road – No comment.

## 8. Notices of permission

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

- 8.1 190603 38 Stoneleigh House
- 8.2 190752 16 Hermitage Drive
- 8.3 191095 15 Wagtail Close

## 9. Notices of refusal – none.

## 10. Notice of appeal

- 10.1 181852 Workshop at land to the rear of 20 & 22 Station Road. Appeal Decision – Dismissed (circulated 11/6/19). Noted.

## 11. Neighbourhood Plan meeting 2/7/19 (sub-committee), Working Group meetings 1/7/19

- 11.1 The next meeting of the working group is on 2/9/19 at Stanlake Meadow (19:30) & Neighbourhood Sub-Committee meeting is on 6/8/19 (19:00).
- 11.2 Current Neighbourhood Plan budget (2019/2020). Approved & Paid.
  - Royal Mail (£443.52 – Returned Questionnaires)
  - Gazebo (£375)
- 11.3 Approval of any other Neighbourhood Plan expenses.
  - Assistant Clerks overtime – 17 Hours 30 Mins (£174.30). Proposed by Mr C Wickenden, seconded by Mr M Bray and agreed unanimously (to be paid).
  - Royal Mail (£53.33 – Returned Questionnaires). Approved as falls within previously agreed amount however it was proposed by Mr C Wickenden, seconded by Mr M Bray and agreed unanimously (to be paid)
  - Tent pegs & guy ropes – carried forward.

## 12. Other planning matters

- 12.1 191343 63 London Road. Application for a certificate of existing lawful development for 2no single storey dwelling, namely, 1 The Firs and 2 The Firs (Information only) (circulated 26/6/19). Noted.
- 12.2 191664 35 Brook Street. Section 211 notification for works in the Twyford conservation area. T1 Multistem Sycamore – Fell to ground level (Information only) (circulated 27/6/19). Noted.
- 12.3 2019 Community Forums (circulated 11/6/19). Do these Forums cover Twyford? These forums cover other areas such as Arborfield, Three Mile Cross etc. Twyford was covered previously. Noted.

## 13. Footway Lighting

- 13.1 Repair and fault report.
  - 13.1.1 Lamp 47 Hurst Road – Fault reported to WBC 27/11/18. WBC confirmed that the repair was carried out on 4/12/18 however it is not dimming as intended therefore WBC have requested additional works to be carried out. Awaiting confirmation from WBC that this has been carried out.
  - 13.1.2 Lamp 170 Colleton Drive – Fault reported to Balfour Beatty 20/12/18. Email sent to Mr M Alder to check if the lamp is working on 20/6/19 – awaiting report.
  - 13.1.3 Lamp 21 Hurst Road – WBC advised us of the outage on 2/1/19. There is a problem with the Scottish & Southern Energy power supply to this lamp. Awaiting confirmation from WBC that this has been carried out.
  - 13.1.4 Lamp 29 Waltham Road – WBC advised of the outage and tree covering on 23/1/19. Awaiting confirmation from WBC that these works have been carried out.
- 13.2 Twyford Works Inventory – WBC to confirm when the last remaining lamps within the parish will be converted (awaiting report).
- 13.3 Reassessment of lighting – some areas are particularly dark.
  - 13.3.1 Wargrave Road & Hermitage Drive – Very dark & lack of lights. Awaiting response from WBC as to the feasibility of installing another lamp in this location.
- 13.4 Clerks Forum – Street Lights.

## 14. General Amenity Matters

- 14.1 Gateway signage – 2m Farmgate Style Gateway. Details provided to WBC for a new quotation. Various emails have been sent and we await a response. Noted.
- 14.2 Clock – Servicing & LED costings. The engineer has visited the site and we are awaiting a quote. Noted.
- 14.3 Air quality action plan – Meeting took place on the 24/1/19. The next meeting due on 27/6/19 was cancelled. Awaiting availability dates from Councillors & Officials to rearrange. It was suggested

that the Assistant Clerk finds out when we will have the data from the monitoring devices as the monitoring period should be coming to an end and arrange a meeting with all concerned thereafter.

14.3.1 'Switch Engines Off' signs – WBC have installed signs to various lampposts surrounding the crossroads. Possibly too high up? To consider putting some of the signs local school children are making lower down on the posts. Carried forward.

14.4 Bench & Bus Stop inventory for Twyford. Mr C Wickenden agreed to take on this action. Carried forward.

14.5 GTR passenger benefit fund (circulated 23/5/19). Email sent to GTR expressing a wish to engage with suggestions such as CCTV, bicycle packs and bicycle repair kits – awaiting response. Noted.

## **15. Village Maintenance**

15.1 Councillors Surgery - a footpath which runs down the side of the URC church. The trees do not belong to the church but were part of what was the old post office yard. They need pruning as they are causing the pathway to become slippery and dark, a Health and Safety hazard to the congregation. WBC confirmed that the trees are on private land and that the church should liaise directly with the landowners. Assistant Clerk to inform URC Church of WBC response. Noted.

15.2 Grass Cutting – Resident complaint being dealt with by WBC. Noted.

15.3 Waltham Road – The sharp bend sign leading to the Broad Hinton roundabout is virtually covered by foliage. WBC notified (Ref: W191485) – awaiting works to be carried out. Noted.

## **16. Highways**

16.1 Speedwatch volunteers. Carried forward.

16.2 CPE & parking issues (Brook Street, Broad Hinton etc). Carried forward.

16.3 Parking on double yellow lines – London Road Shops (circulated 17/10/18). Carried forward.

16.4 A321 Hurst Road - Cllr Lindsay Ferris has been communicating with WBC following concerns of large vehicles using the village (circulated 27/6/19). Noted. The Committee also asked for the A4 to be placed on next month's agenda to consider the speed limit and the safe route to school scheme.

16.5 Letter from co-ordinator of Ruscombe Road/Ruscombe Lane Neighbourhood Watch Scheme. Cllr Stephen Conway is liaising with residents and has drawn up a petition regarding residents only parking in Ruscombe Road (circulated 26/6/19). Noted.

## **20. Correspondence circulated by email:**

17.1 RE3 News Round Up – Reduce, Reuse, Recycle! (circulated 19/6/19). Noted.

17.2 David Wilson Homes – meeting arranged with Wargrave Parish Council on 25/6/19 (circulated 19/6/19). Noted.

17.3 Police & Crime Bulletin May 2019 (circulated 11/6/19). Noted.

17.4 Police & Crime Commissioner newsletter – June 2019 (circulated 12/6/19). Noted.

17.5 WBC – Enforcement Stats (circulated 19/6/19). Noted.

17.6 Police & Crime Bulletin June 2019 (circulated 25/6/19). Noted.

17.7 WBC - Campaign for Place (circulated 27/6/19). Miss C Scull may attend but will check work commitments beforehand. Noted.

## **21. Date of next meeting – Tuesday 6<sup>th</sup> August 2019.**

**Meeting Closed at 20:50**