

Twyford Parish Council

Neighbourhood Plan Sub-Committee Agenda

A meeting of the Neighbourhood Plan sub-committee will be held at 7.00pm on Tuesday 5th November 2019 at Loddon Hall, Twyford.

1. **Public Questions.**
2. **Apologies.**
3. **Declaration of interest in items on the agenda.**
4. **Dispensations.**
5. **Matters arising & action points.**
 - 5.1 The Piggott School.
 - 5.2 Engagement Planning
 - Events:
 - Christmas Fayre – Form completed and returned. Requested an invoice for the stall fee to enable us to make payment – awaiting response.
 - Discussion on future plans. Engagement with other Village Groups:
 - Old Silk Mill – Mr S Conway & Mrs L Ashley.
 - The Piggott School – Mr S Conway & Mr R Abeywardana.
 - Twyford Surgery – Mr R Abeywardana & Mrs T Ramsden.
 - Twyford Together – Mr C Wickenden.
 - 5.3 1-year Neighbourhood Plan Anniversary Meeting – Feedback.
 - 5.4 Progress on funding (grants).
6. **Budgets & Expenses**

Details of expenses already paid for out of the £2000 budget and items to be proposed & approved by the Sub-Committee and the Planning & Amenities Committee:

 - Royal Mail postal fees - £501.60 (paid – Approval of up to £1435 given in 03/19)
 - Gazebo - £375 (paid)
 - Assistant Clerk's Overtime – £313.74 (paid)
 - Tent Accessories - £5.40 (paid)
 - Colleton Venue Fees & Tech Advice - £82 (paid)
 - Publicity Design Fees - £90 (paid)
 - Christmas Fayre Stall Fee - £35 (Approved 09/19 - Awaiting Invoice)
 - Leaflets (publicity material) - £120 (paid)
 - Anniversary Meeting Refreshments - £99.76 (paid)
- 6.1 Expenses to be approved.
 - Posters for 1-year on event - £47.23
 - Colleton School Hire Insurance - £8.61
7. **Minutes of the meeting held on 30th September (Working Group) & 1st October 2019 (sub-committee).**
8. **Feedback from the Strategy Document Production Group.**
 - 8.1 Creating new cycle routes (circulated 30/8/19).
 - 8.2 Discussion on Mr R Sunley's document on Commuter Parking.
9. **Resident Liaison Team.**
10. **Data Analysis Team.**
11. **Social media update (RA).**
 - 11.1 Neighbourhood Plan Questionnaire Results to be uploaded to the website.
12. **WBC plan update.**
 - 12.1 Invite sent to WBC Officers and Officials to attend a meeting in the Autumn. Awaiting response.
13. **Correspondence circulated by email:**
 - 13.1 WBC – Draft Transport Strategy Launch (circulated 2/10/19).
 - 13.2 Neighbourhood Planning newsletter – issue 7 October 2019 (circulated 8/10/19).
 - 13.3 Consultations on Neighbourhood Plans (circulated 10/10/19).
 - 13.4 Parking at Twyford Station – Commuters letter (circulated 28/10/19).
 - 13.5 Neighbourhood Planning Updates & Guidance (circulated 28/10/19).
 - 13.6 Resident correspondence – Mr A Roper (circulated 1/11/19).
 - 13.7 Resident correspondence – Ms D Reid (circulated 1/11/19).
 - 13.8 Resident correspondence – Ms F Newman (circulated 1/11/19).
14. **Date of next meetings – Tuesday 3rd December 2019 (sub-committee) & Monday 6th January 2020 (Working Group).**