

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held via Zoom on Tuesday 6th October 2020 at 7:30pm.

Present: Mrs B Ditcham (Chair), Mr C Wickenden (Vice-Chair), Mr M Alder, Mr J Bowley Mr M Bray, Mrs A Evans, Mr J Jarvis & Mr R Mantel.

Also Present: Mrs S Wisdom (TPC).

Minutes: Lynn Povey (Assistant Clerk).

1. **Public Questions** – None.
2. **Apologies** – None.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes of the meeting held on 1st September 2020.**
Approval of the minutes as a true and accurate record. Proposed by Mr J Jarvis, seconded by Mr M Bray, carried nem con.
6. **Matters arising and action points.**
 - 6.1 Defibrillator on-going maintenance & finance. Chased details from Twyford Together 28.09.20. Carried forward.
 - 6.2 The phone box at Bell Corner – Request for its removal submitted, awaiting an update. Noted.
 - 6.3 Changes to the current planning system (27.08.20). Deadline for comments to the GOV.UK Consultation was 1/10/20. Submission made to NALC on behalf of TPC by Mr C Wickenden was circulated 17/09/20 in accordance with the NALC deadline, submission contents noted by Full Council on the 22/09/20. Submission to the GOV.UK consultation made by Mr C Wickenden. Noted.
 - 6.4 White Paper – Planning for the Future (15.09.20). Deadline for comments to the consultation is the 15/10/20 for NALC and the 29/10/20 for GOV.UK. Zoom meeting to be held on the 08/10/20 to discuss the consultation. Any comments to be distributed to the full council by 7/10/20 to assist discussions in Thursday's meeting. Noted.
 - 6.5 Transparency and Competition (15.09.20). Deadline for comments to the consultation is the 16/10/20 for NALC and the 30/10/20 for GOV.UK. Mrs B Ditcham, Mr C Wickenden & Mr J Jarvis to compose a response.
 - 6.6 Twinning sign – Installation date TBC. Carried forward.
 - 6.7 Notification of application for new premises licence - Beauty in Blooms Ltd (circulated 28.09.20). No comment.
 - 6.8 Planning Process – Housing Numbers. Letter sent to the Minister of Housing as a group response from several local Parish Councils (circulated 23.09.20). Noted.
7. **Assistant Clerks Report** – No report.
8. **Planning Matters - Current List**
 - 8.1 201918 41 Station Road (Victoria Cottage) – No comment.
 - 8.2 202061 33 Coleridge Close – The Planning & Amenities Committee wish to raise the following objections to this application:
 - Building on an open parking area could set a precedent on other similar applications.
 - Un-neighbourly by restricting access.
 - Plans are unclear as to the piece of land being proposed for the building.
 - Removal of a parking space will result in insufficient parking.
 - 8.3 202340 8 Springfield Park – No comment.
9. **Notices of permission**
* denotes applications that the Council has previously commented on.
 - 9.1 201966 16 Broad Hinton
 - 9.2 201742 128 Wargrave Road
 - 9.3 201827 51 Paddock Heights
10. **Other planning matters**
 - 10.1 Enforcements – No updates.
 - 10.2 Tree Protection Orders
 - 10.2.1 WBC – Tree Management Document. Carried forward.
 - 10.2.2 WBC - TPO-1725-2020 confirmed trees to the east of 2 to 6 Bridge Park and 38 High Street (circulated 28.09.20). Noted.

- 10.3 202011 39 Station Road – Section 211 notification for works in the Twyford Station Conservation Area. T1, Ash (*Fraxinus excelsior*) – Fell to ground level and stump grind. T2, Hazel (*Corylus Avellana*) – Fell to the ground and stump grind (Information Only). Noted.
- 10.4 202138 33 Brook Street - Section 211 notification for works in the Twyford Station Conservation Area. T1, Fig – Cut by approx. 5 ft away from the path. T2, Hawthorn – Fell to ground level. T3, Dead Tree (growing within Fig tree) – Fell to ground level. T4, Eucalyptus – Re-pollard to just above previous points (approx. 10 metres to be removed. T5, Climber – Cut back away from the roof and windows – consent not required (Information Only). Noted.
- 10.5 202273 23A High Street – Section 211 notification for works in the Twyford Conservation Area. T1, Sycamore – 30% reduction (Information Only). Noted.
- 10.6 202215 Welford Cottage, 14 London Road – Regulation 14(2) notification for works in the Twyford Conservation Area. T1, Acacia – Crown raise to maximum height of 3m by removal of secondary and tertiary growth. T2, Eucalyptus – Fell and replace or pollard or remove branches overhanging 16 London Road. T3, Eucalyptus – Fell and replace or pollard or remove branches overhanging 16 London Road. Noted.
- 10.7 202322 Chiswick House, 32 High Street - Section 211 notification for works in the Twyford Conservation Area. T1, Holly – Fell to ground level. T2, Plum – Fell to ground level. Noted.

11. Notices of refusal

- 11.1 201784 72 Hurst Park Road

* TPC comment on application – Concern regarding the loss of back garden.

WBC – Reasons for the Refusal:

1. By virtue of the scale, mass and layout of the single storey rear extension, there would be an unacceptable impact on the size of the rear amenity space. As such, the proposal would subsequently contribute to the overdevelopment of the site. The proposal would therefore be contrary to policy CP3 of the Core Strategy, Borough Design Guide and the National Planning Policy Framework.

- 11.2 201649 26 Hubbard Close

* TPC comment on application – No Comment.

WBC – Reasons for the Refusal:

1. The proposed first floor rear dormer window extension, by reason of its size, form, design, positioning on the roof slope and clear visibility within the public realm, would result in an incongruous and contrived extension that would have a detrimental impact on the character and appearance of the main dwelling, the semidetached properties as a whole and the local area, contrary to policy CP1 and CP3 of the Core Strategy, the Borough Design Guide SPD and section 12 of the NPPF.

- 11.3 201969 Loddon Park Farm

*TPC comment on application - The Committee wish to express their objection to this development as it is outside of the village envelope.

WBC – Reasons for the Refusal:

1. Prior approval is hereby refused as adequate provision of natural light in all habitable rooms of the proposed dwellinghouse cannot not be achieved contrary to the requirements of Class PA, Part 3 Schedule 2 of General Permitted Development Order as amended by the Town and Country Planning (Permitted Development and Miscellaneous Amendments) (England) (Coronavirus) Regulations 2020.

The above planning refusals were noted.

12. Notices of withdrawal – None.

13. Notice of appeal

- 13.1 193191 Loddon Park Farm

* Should not set a precedent for future development.

- 13.2 193205 Loddon Park Farm

* Should not set a precedent for future development.

The above appeals were noted.

14. Neighbourhood Plan

- 14.1 Minutes/Notes from the Working Group Meeting (2/3/20) to be circulated by a Working Group Member (Assistant Clerk was not in attendance). Noted.

- 14.2 Minutes from the Sub-Committee Meeting (6/10/20) to be circulated. Noted.

- 14.3 Next Meetings:

Working Group – 2/11/20 via Zoom (19:30)

Sub-Committee – 3/11/20 via Zoom (19:00)

The above meeting dates were noted.

- 14.4 Approval of any Neighbourhood Plan expenses – None.
- 14.5 Grant update (CW). Mr C Wickenden to speak to both consultants who have quoted to assist with the Neighbourhood Plan and to present his recommendation via email to the Neighbourhood Plan & Planning & Amenities Committees. The Committees to then approve the choice of consultant to enable work to commence this month. The application for the grant is ready to go and will be submitted following the appointment of a consultant.

15. Footway Lighting

- 15.1 Repair and fault report (1 New, 5 outstanding).
- Church Road – Island outside Miles & Daughter (Repair scheduled 28/09/20) (W195051).
 - London Road - The junction box to the side of Age Concern charity shop on the London Road is hanging off and exposing wires. Reported to WBC (W2014334).
- 15.2 Councillors reports on routine streetlight checks (plus weeds in gutters) and to confirm if the faults at the below locations have been actioned:
- Lamp 29 Waltham Road (BD/MA).
 - Longfield Road (opposite 1 Longfield Road – Connection box access door open) (JB).
 - Longfield Road/Jarvis Drive (JB).
 - Wargrave Road (westbound side of the A4 from the roundabout to the crossing) (JB).

Mr M Alder, Mr J Bowley & Mr R Mantel to provide their street lighting reports & confirmation that the above faults have been repaired (if applicable) by the November meeting. All other reports came back showing no lighting faults. Noted.

16. General Amenity Matters

- 16.1 Gateway signage – Awaiting confirmation from WBC regarding quote received for £9,454.35 (circulated 1/4/20). Carried forward.
- 16.2 Air quality – 2019 published results (circulated 29/9/20). Follow up meeting to that held in February 2020 to be held in November. Assistant Clerk to make arrangements.
- 16.3 Bench & Bus Stop inventory for Twyford (CW). Carried forward.
- 16.4 GWR – opens bidding for £750,000 community fund (circulated 1/8/19). Application submitted by Mr M Alder (circulated 24/9/19). Confirmation that application has been received. Awaiting results. Carried forward.
- 16.5 GWR Provisions – Assistant Clerk asked in investigate what works GWR are currently carrying out.
- 16.5.1 Car Parking Provisions – Update. No update provided. Carried forward.
- 16.5.2 Cycle storage provisions – P&A Committee to provide suggestions to GWR as to possible locations for secure cycle parking. Mr M Alder & Mr C Wickenden to investigate and recommend to the Committee potential locations for cycle parking at the November meeting.
- 16.6 Bench requested by a resident within the open space between Colleton Drive & Wessex Gardens – Bench ordered. Awaiting delivery & installation dates. Noted.
- 16.7 Local Green Space – Recommended areas (circulated 24/6/20). Feedback/Update from WBC. No updates. Carried forward.

17. Village Maintenance

- 17.1 Railway Bridge (High Street (between Bridge Park & Old Mill Court)). Rotten fencing. Network Rail have been advised. Awaiting action and a response. Carried forward.
- 17.2 Meeting with Mark Morris, Community Environmental Officer (11/3/20) – Assistant Clerk to forward meeting notes and provide an update on actions. Carried forward.
- 17.3 Resident Complaint – The rural path down Stanlake Lane is becoming very narrow. WBC have been advised and we are awaiting action. Carried forward.
- 17.4 Umbrella Alley (In between La Fontana & Ballards Estate Agents) – Report received that one of the suspension wires have become detached. Reported to Twyford Together to organise the repairs. Noted.
- 17.5 Overflowing waste bin down the walkway between Colleton Drive and Wessex Gardens. Mrs B Ditcham reported that some bins within the village are filling up rapidly and asked Committee members to monitor the bins as and when they are out and about. Reporting can be done via the WBC online 'Report It' section. Assistant Clerk to promote via social media the ways residents can help with reporting problems.

18. Highways

- 18.1 Speedwatch:
- Mrs T Ramsden – Application submitted. Requested an update on the progression of the application. Applications have currently been put on hold due to Covid. Carried forward.

- Updates – Mr R Mantel confirmed no updates at present. Noted.

18.2, 18.3, 18.4 & 18.5 – WBC Official Martin Heath met with Councillors; Mrs B Ditcham, Mr C Wickenden and Mr R Mantel to discuss the below along with any other suggestions on how to improve Twyford (Meeting notes circulated 4/2/20).

- 18.2 Second Speed Indicator – Resident asked for another device to be installed on either Waltham Road or Hurst Road.
- 18.3 A321 Hurst Road - Cllr Lindsay Ferris has been communicating with WBC following concerns of large vehicles using the village (circulated 27/6/19). Response received from WBC (Traffic Management) confirming that there is nothing wrong with the Central Refuge and advising the resident that the information has been passed to the Highways Asset Team to reply. Suggestion sent to WBC that a weight limit through the village is applied.
- 18.4 A4 – Consideration of the speed limit. Suggestion sent to WBC for a speed restriction of 40mph 100m both sides of the A4 Wargrave roundabout be applied.
- 18.5 A resident has asked the Committee for their consideration to support a request for a crossing near Stephenson Close.

Meeting held on Friday 11th September (Andy Glencross (WBC), Martin Heath (WBC), Matt Gould (WBC), Bridget Ditcham (TPC)). Notes circulated 01/10/20. Follow up meeting to be held on 20/11/20. Noted.

- 18.6 Fly-Tipping – Assistant Clerk to promote via social media ways in which residents can help with reporting any problems.
- 18.7 Parking – Assistant Clerk to promote via social media ways in which residents can help with reporting any problems.
- 18.7.1 Resident Complaint addressed to Cllr Ferris & Cllr Conway - WBC giving out more permits than spaces, London Rd (circulated 28.09.20) – Noted.
- 18.7.2 Parking on the pavement survey – Deadline 22.11.20 (Open to members of the public). The Committee decided to provide a response on behalf of Twyford Parish Council to this survey. Mr J Jarvis to send the proposed response to the Assistant Clerk to forward onto the Committee. If the Committee agree with the contents, Mr J Jarvis to submit response. Assistant Clerk was also asked to promote the link to the survey via social media.

19. Twyford In Bloom

- 19.1 Rewilding – Carried forward.
- 19.1.1 WBC correspondence - News & pictures: Wildflower meadows provide path for insects (circulated 22/07/20). Awaiting details of potential sites from WBC. Twyford in Bloom Group have provided suggested areas for this project. The P&A Committee to look over these suggestions ready for discussion in the November meeting. Noted.

20. Correspondence circulated by email:

- 20.1 TRHA Virtual Autumn Show (circulated 15.09.20). Noted.
 - 20.2 NALC - REBUILDING COMMUNITIES (circulated 15.09.20). Noted.
 - 20.3 GWR - Rail improvement works in your area (circulated 15.09.20). Noted.
 - 20.4 TRHA Virtual Autumn Show (circulated 15.09.20). Noted.
 - 20.5 Thames and Chilterns in Bloom – September Newsletter (circulated 15.09.20). Noted.
 - 20.6 WBC - Central and Eastern Berkshire Authorities – Joint Minerals and Waste Plan Regulation 19 Proposed Submission Consultation (circulated 15.09.20). All Committee members to look at the consultation and prepare a response to be discussed within the November meeting.
 - 20.7 Police and Crime Commissioner newsletter - September 2020 (circulated 24.09.20). Noted.
 - 20.8 GWR - Extension to GWR's Emergency Measures Agreement (circulated 24.09.20). Noted.
 - 20.9 WBC - Enforcement statistics reports (circulated 25.09.20). Noted.
 - 20.10 TRHA – September Newsletter (circulated 25.09.20). Noted.
 - 20.11 WBC - Housing numbers consultation (circulated 25.09.20). Noted.
 - 20.12 WBC - News release: Joint Minerals and Waste Plan consultation begins (circulated 25.09.20). Noted.
 - 20.13 GWR – World Cup of Stations (28.09.20). Noted.
 - 20.14 TRHA Autumn Show Results (28.09.20). Noted.
- 21. Date of next meeting – Tuesday 3rd November 2020.**

Meeting Closed at 20:42