

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held at Stanlake Pavilion, Twyford on Tuesday 2nd December 2021 at 7:45pm.

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

Minutes: Mrs Lynn Povey (Assistant Clerk).

1. **Public Questions** – None.
2. **Apologies** – Mrs B Ditcham, Mr R Abeywardana & Mr M Bray.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes**
- 5.1 Minutes of the meeting held on 2nd November 2021 - Approval of the minutes as a true and accurate record. Proposed by Mr R Mantel, seconded by Mr J Jarvis, carried nem con.
6. **Appointment of remaining councillors to sub committees and working groups:**
Neighbourhood Plan sub-committee – Mrs E Ashley, Mrs B Ditcham, Mr M Alder, Mr J Jarvis, Mr R Mantel & Mr C Wickenden.
Neighbourhood Plan working group – Mrs E Ashley, Mrs B Ditcham, Mr J Jarvis, Mr R Mantel & Mr C Wickenden.
Twyford in Bloom working group – Mrs B Ditcham & Mr M Bray.

The above membership was noted.

7. **Matters arising and action points.**
- 7.1 Fibre broadband roll out – Report (Assistant Clerk). Carried forward.
- 7.2 Local Plan Update - Revised Growth Strategy briefing session slides (circulated). Noted.
8. **Climate Change** – Item 8 – Carried forward.
- 8.1 Transport.
- 8.2 Air Quality.
- 8.3 Local Plan & New Development.
- 8.4 Sustainable Schools.
- 8.5 Reduce & Recycle.
- 8.6 Public Rights of Way/Permitted Path.
- 8.6.1 WBC Response - Rights of Way vs Permitted Footpath (circulated).
- 8.7 Meetings – Next meeting date TBC.
9. **Planning Matters - Current List**
- 9.1 213644 23 Cheriton Avenue – No comment.
- 9.2 213620 Applecote, Ruscombe Lane – Twyford Parish Council would like to ensure that the hedge is retained otherwise it could cause a potential loss of amenity to the neighbours.
- 9.3 213658 Stanlake Park Estate, Waltham Road (Information Only)
* Prior approval submission for the proposed erection of an agricultural storage building.
TPC Comment – Twyford Parish Council have a concern as to if this application falls under permitted development and would like the application to be reconsidered in terms of size & siting to the neighbouring property.
- 9.4 213761 57 Hurst Road – No comment.
- 9.5 213783 St Mary's Church, Station Road – No objection but ask for replacement trees to be planted.
- 9.6 213810 13 Winchcombe Road (Information Only)
* Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 5.72m, for which the maximum height would be 3.22m and the height of the eaves 2.87m.
TPC Comment – No comment.
- 9.7 213821 54 Orchard Estate (Information Only)
* Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 3.80m, for which the maximum height would be 3.70m and the height of the eaves 2.30m.
TPC Comment – No comment.
- 9.8 213807 28 Wargrave Road – Twyford Parish Council wish to object to this application due to the siting of the garage, as it will cause a significant alteration and be out of character in terms of the street scene.

- 9.9 213864 89 Hurst Park Road – No comment.
- 10. Notices of Permission:**
 * Denotes applications that the Council has previously commented on.
- 10.1 213006 54a Hurst Road – Noted.
 * No comment subject to the neighbour's concern being taken into account.
- 10.2 212928 11 Lincoln Gardens – Noted.
- 10.3 213259 7 Old Mill Court – Noted.
- 11. Notices of Refusal:**
- 11.1 212245 11 Jarvis Drive – Noted.
 * **TPC Comment** - Twyford Parish Council wish to object due to the change of street scene.
- 11.2 213193 Land Off Waltham Road, Twyford (Antenna) – Noted.
 * **TPC Comment** - Twyford Parish Council wish to raise the following point:
 This application was submitted under permitted development rights and wish to question its eligibility under these terms. It is felt that a full planning application is needed. In addition, Twyford Parish Council wish to also raise the following objections:
 1. In terms of size and siting - detrimental to the character of the area.
 2. Overbearing - particularly in terms of massing and height.
- 12. Other planning matters**
- 12.1 Enforcements (circulated). Noted.
- 12.2 Tree Officers assigned to write a report on potential impact to trees surrounding mast applications. Email to WBC requesting they postpone making a decision to application 213499. WBC response over Tree Officers query (circulated). Noted.
- 12.3 213623 60 Wargrave Road (Information Only) - Application for works to protected tree(s) TPO-1504-2015 T1-Beech, T2 & T3-Silver Birch-Each tree to have a crown lift of 5m. Noted.
- 12.4 WBC Notice - Addressing - 1 new dwelling, Wargrave Road Twyford (circulated). Noted.
- 13. Notice of appeals/decisions** – None.
- 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). Carried forward.
- 14.2 Minutes from the Working Group Meeting (29/11/21) to be circulated. Noted.
- 14.3 Minutes from the Sub-Committee Meeting (02/12/21) to be circulated. Noted.
- 14.4 Next Meetings:
 Sub-Committee – 04/01/22 (19:00), Stanlake Pavilion. Revised start time of 19:30. Noted.
 Working Group – 10/01/22 (19:30) via Zoom. Noted.
- 14.5 Neighbourhood Plan expenses:
- 14.5.1 For Approval (Grant Money) - Consultant Fees (follow up actions, SG review meeting, draft policy ideas and document production) - £2475.00 (£2970.00 inc. vat). It was proposed by Mr J Jarvis, seconded by Mr M Alder, and unanimously agreed for the consultant's fees to be paid.
- 14.5.2 For Approval – Event Material Budget (£500) (Budget approved with the October Sub-Committee Meeting). It was proposed by Mr J Jarvis, seconded by Mr M Alder, and unanimously agreed for the event budget to be put in place.
- 14.5.3 For Approval – Event material (Printing Costs) - £68.00 (Costs to come out of the event material budget). It was proposed by Mr J Jarvis, seconded by Mrs A Evans, and unanimously agreed for the for the printing costs to be paid and to come out of the event budget.
- 14.5.4 For Approval – Event material (Printing Costs (Additional Prints)) - £25.00 (Costs to come out of the event material budget). It was proposed by Mr J Jarvis, seconded by Mr M Alder, and unanimously agreed for the for the printing costs to be paid and to come out of the event budget.
- 14.5.5 For Approval – Cost of Banners (Need a Banner (8ft by 3ft – quantity 8)) - £416.86. Carried forward.
- 15. Footway Lighting**
- 15.1 Repair and fault report (2 New, 3 outstanding).
- Lamp 143 – Hermitage Drive (**TPC**). Repairs completed. No further actions. Noted.
 - Lamp 101 – Longfield Road (**TPC**). Repairs completed. No further actions. Noted.
 - Lamp 013 – Waltham Road (**WBC**) (W2118297). Repairs completed. No further actions. Noted.
 - Lamp 134 – The Grove (**TPC**) (D2123966). WBC arranging repairs on our behalf. Noted.
 - Lamp between 232 & 238 – Alleyway to the side of the Catholic Church (**TPC**). Obtaining quote for cut back of foliage (Parish Lands). Noted.
- 15.2 To consider re-stencilling the lamp numbers onto each TPC owned columns. WBC have provided a quote of £1912.30 for printing and placing of numbering stickers. Carried forward.

16. General Amenity Matters

- 16.1 Gateway signage. Carried forward.
- 16.2 Air quality. Feedback from meeting on 12.11.21. Carried forward.
- 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). Amendment to community funding received (circulated). Mr M Alder to investigate.
- 16.5 GWR Provisions – Further update requested on items discussed in the September 2020 Planning & Amenities meeting.
 - Fencing at the side of Hurst Road Allotments.
 - Expansion of the current CCTV system.

Carried forward.

- 16.5.1 Car Parking Provisions – Awaiting further update. Carried forward.
- 16.5.2 Cycle storage provisions – Mr M Alder & Mr C Wickenden to recommend to the P&A Committee suggested areas at Twyford Station for GWR to consider installing secure cycle parking. Carried forward.
- 16.6 Bins (BD). Carried forward.
- 16.7 Residents Correspondence - Cycling between WSL and Twyford (circulated). Mr C Wickenden to investigate and provide Assistant Clerk with a response for the resident.

17. Village Defibrillators

- 17.1 Replacement Pads for the devices at the Station & Twyford Barbers – Ordered & Installed. Costs approved within Full Council meeting 14.09.21. Noted.

18. Village Maintenance

- 18.1 Assistant Clerk liaising with the temporary Community Environmental Officer assigned to Twyford for updates on the items discussed within the meeting with Mark Morris on 11/3/20. Carried forward.
- 18.2 Broken fencing surrounding wildflower area outside Hurst Road Allotments. Reported to WBC. Carried forward.
- 18.3 Leaning Bench – Broad Hinton Roundabout. Reported to WBC. Carried forward.

19. Highways

- 19.1 Highways Meeting – Next meeting to be held January 2022. Previous meeting notes available on Twyford Parish Website (www.twyfordparishcouncil.gov.uk). Carried forward.
- 19.2 Resident Correspondence - Parking on Station Road – Twyford (circulated). Assistant Clerk to respond to the resident referring them to Borough Councillors Stephen Conway & Lindsay Ferris and to WBC.

20. Twyford In Bloom

- 20.1 RHS - Community Grants (circulated). Mr C Wickenden & Mrs B Ditcham to apply for a grant.

21. Correspondence circulated:

- 21.1 RHS - Blooming Brilliant News: Issue 19 (circulated). Noted.
- 21.2 WBC - Free parking this festive season (circulated). Noted.
- 21.3 GWR - Invitation to complete GWR's 2021 Stakeholder Survey (circulated). Noted.
- 21.4 WBC - Help us on our journey to a new waste and recycling service (circulated). Noted.
- 21.5 WBC - How can we house our most vulnerable residents fairly? (circulated). Noted.
- 21.6 WBC - PUSHING FOR IMPROVEMENTS IN GP SERVICES (circulated). Noted.
- 21.7 TRHA – November Newsletter (circulated). Noted.
- 21.8 GWR - Transport Day (circulated). Noted.
- 21.9 WBC - Twyford Parking Management Study - Street Occupancy Survey (circulated). Noted.
- 21.10 WBC - Planning Policy Newsletter (circulated). Noted.
- 21.11 Thames & Chilterns in Bloom – December Newsletter (circulated). Noted.
- 21.12 WBC - News release - Council launches Garden Forest Scheme (circulated). Noted.
- 21.13 WBC - Beat the street - Managing childhood illness - Webinar with Dr William Bird (circulated). Noted.

- 22. **Date of next meeting – Tuesday 4th January 2022.** Noted.

Meeting Closed at 20:58