

## TWYFORD PARISH COUNCIL

### Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 5<sup>th</sup> April 2022 at 7:45pm.

**Present:** Mrs B Ditcham (Chair), Mr C Wickenden, Mr R Abeywardana, Mr M Alder, Mr M Bray & Mrs A Evans.

**Also present:** Mr M Bateman (resident) – Application 220708.

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

1. **Public Questions** – None.
2. **Apologies** – Mr R Mantel.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes**
  - 5.1 Minutes of the meeting held on 1<sup>st</sup> March 2022 – Approval of the minutes as a true and accurate record. Proposed by Mr M Alder, seconded by Mr M Bray, carried nem con.
6. **Matters arising and action points.**
  - 6.1 Keep Britain Tidy – Spring Clean 2022. Feedback from event held 02.04.22. Mrs B Ditcham reported that although the event was not as well attended as in previous years, it was a lovely event and the final count saw 11 bags of rubbish collect.
  - 6.2 Wokingham Borough Council – Consultation on Ruscombe’s draft neighbourhood plan (deadline 25<sup>th</sup> March 2022). Mr J Jarvis to advise of response submission. In Mr J Jarvis’ absence, Assistant Clerk informed the Committee that a response to the Ruscombe Neighbourhood Plan consultation was not submitted.
  - 6.3 Jubilee Clock Bi-Annual Service (Budget - £420) – Service charge £434. To note the additional service cost of £14. The Committee unanimously agreed to the additional cost.

The Committee agreed to bring forward item 8.7 to allow the resident in attendance to speak.

Mr M Bateman, applicant of application 220708, provided an overview of the plans for 58 Broadwater Road and answered any questions that the Committee had at that point.

Mrs B Ditcham thanked Mr Bateman for attending and confirmed that discussions will take place and any comments noted when the Committee reach the agenda item (Please see item 8.7 for the comments from the Planning & Amenities Committee relating to this application).

Mr M Bateman thanked the Committee for their time and left the meeting.

7. **Climate Change** – Mr R Abeywardana advised that Mr J Jarvis has taken over as lead on this project. Ongoing P&A actions as below (updates on the actions to be provided within the May meeting):
  - 7.1 Transport.
    - \* P&A looking at new permitted footpath from New Road Twyford to New Road Ruscombe. Clerk to contact the landowner to discuss the possibility of having a permitted footpath through the suggested land.
    - \* To consider pursuing the idea of having a railway stop (platform only) at The Piggott School. To be included in discussions with GWR under item 12.4.
  - 7.2 Air Quality.
    - \* TPC have put in a grant request for design consultancy to demonstrate how Twyford can become more pedestrian friendly. Village Centre Pedestrianisation discussed at regular Highways meetings with Andy Glencross, Martin Heath & Matthew Gould. (BD, CW, LP) Next meeting 6<sup>th</sup> May. Meeting notes can be found on the TPC website.
  - 7.3 Local Plan & New Development.
    - \* P&A Committee constantly considering climate change implications when reviewing development applications. Action ongoing.
    - \* Neighbourhood Plan are working on appropriate policies to protect the environment. Draft plan available on the TPC website.

#### 7.4 Sustainable Schools.

\* Air Quality sustainable school meetings. Mrs B Ditcham & the Assistant Clerk to receive minutes and updates. Assistant Clerk to circulate minutes within item 17.

#### 7.5 Reduce & Recycle.

\* Keep Britain Tidy – Spring Clean 2022 – 2<sup>nd</sup> April 2022. Please refer to item 6.1 for feedback from the event.

#### 7.6 Meetings – Next meeting date TBC.

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

8.1 220243 41 Brook Street – No comment.

8.2 220476 11 Cotterell Gardens – No comment.

8.3 220505 25 Wargrave Road - Twyford Parish Council wish to pass no comment however, the Committee kindly ask Wokingham Borough Council to provide their stance regarding Air Conditioning Units as part of a new build and also when looking at Climate Change.

8.4 220571 The Piggott CofE School, Wargrave Road – No comment.

8.5 220639 44 Chaseside Avenue – No comment.

8.6 220656 35 Ruscombe Road – No comment.

8.7 220708 58 Broadwater Road - Twyford Parish Council wish to raise the following concerns:

\* Impact of the loss of light to neighbouring property number 60.

\* Possible unacceptable impact on neighbours because of the close proximity to the boundary. The Committee also wish to suggest that the screen surrounding the balcony is made of a permanent material reducing any loss of privacy issues.

8.8 220776 30 Station Road – Section 211, Notification for works in a conservation area. T1, Dead Tree – Remove. No Comment.

8.9 220823 2 Paddock Heights – No comment.

8.10 220889 34 Springfield Park – No comment.

### 9. **Notice of Appeal**

9.1 202499 Land opposite 136-144 Wargrave Road – Any comments, or modification/withdrawal of previous representations must be received by 28<sup>th</sup> April 2022.

**TPC comment to application** – The Committee wish to raise the following objections:

\* Inappropriate development on green space

\* Overdevelopment of green space.

\* Impact to the street scene.

\* Proximity to the safer route to school.

\* Concern regarding conflict with safe cycling route on the Wargrave Road

**WBC comment to application** –

1. The development is considered to be inappropriate development within the Green Belt and would result in harm to the openness of the Green Belt. It has not been demonstrated that there are very special circumstances that would outweigh the harm identified and the Council can demonstrate a sufficient gypsy and traveller housing land supply in accordance with the NPPF and PPTS. The development is therefore contrary to the NPPF, PPTS, Core Strategy Policy CP12 and Managing Development Delivery Local Plan Policy TB01.
2. The development is located outside of development limits within the countryside and within a location that would fail; to maximise the possibilities for sustainable patterns of living. The site is not identified for development and the council can demonstrate a sufficient Gypsy and Traveller housing land supply in accordance with the NPPF and PPTS. The development would result in harm to the character of the countryside, and it has not been demonstrated that special justification exists that would outweigh the harm identified. The proposal would therefore be contrary to Public: Information that can be seen and used by everyone inside and outside the Council. Core Strategy Policy CP1, CP2, CP6 and CP11 and Managing Development Delivery Local Plan Policy TB10.
3. The development results in unacceptable impacts upon visual amenity and character of the area by virtue of the prominent siting and appearance of the development which would not be sympathetic to or satisfactorily integrate with the established pattern of development and character and appearance of the locality. The proposal would be contrary to the NPPF, Core Strategy Policies CP1, CP3 and CP11 of the Core Strategy and Managing Development Delivery Local Plan (2014) Policies CC03, TB10 and TB21 and the Borough Design Guide.
4. The introduction of development in this location results in significant harm to the qualities of the landscape character of the locality and would fail to protect and enhance the borough's green infrastructure contrary to the NPPF, Core Strategy Policies CP1 and CP3 and Managing Development Delivery Local Plan Policies CC03 and TB21 and the Borough Design Guide.

Response to the appeal notification - Twyford Parish Council wish for it to be noted that their objections submitted on the 4<sup>th</sup> November 2020 remain.

### 10. **Neighbourhood Plan**

10.1 Neighbourhood Plan expenses:

10.1.1 Public Consultation Meeting Leaflets (5000) – Printing Cost £60.49. To note the cost spent out of the Public Consultation/Event budget. It was proposed by Mr M Bray, seconded by Mr M Alder, and unanimously agreed for the hall fees to be paid out of the event budget as approved within

- February 2022 Planning & Amenities Meeting under item 10.1.2.
- 10.1.2 Banners (8) – Budget £416.86 (total including VAT approved within the February 2022 meeting). To note the actual expenditure of £347.38 for eight banners. The Committee noted the actual expenditure.
- 10.1.3 For Approval from grant monies – Oneill Homer Consultants Fees - £4675.00. It was proposed by Mr M Bray, seconded by Mr M Alder, and unanimously agreed for the payment of the Consultants Fees to be made.
- 10.1.4 Public Consultation Event Hall Hire - £60.00. To note the cost spent out of the Public Consultation/Event budget. It was proposed by Mr M Bray, seconded by Mr M Alder, and unanimously agreed for the hall fees to be paid out of the event budget as approved within February 2022 Planning & Amenities Meeting under item 10.1.2.
- 10.1.5 For approval from grant monies - Printing Costs (Policy Boards for the Public Consultation Event) - £360. It was proposed by Mr M Bray, seconded by Mr M Alder, and unanimously agreed for the printing costs to be paid out of grant monies.
- 10.1.6 For approval from grant monies – Refreshment Costs - £13.80. It was proposed by Mr M Bray, seconded by Mr M Alder and unanimously agreed for the payment to be made.
- 10.1.7 Grant application for £15,000 successful for the High Street Regeneration bid. To consider accepting the fee proposal from PJA. It was proposed by Mr M Alder, seconded by Mr M Bray and unanimously agreed to accept the fee proposal from PJA.
- 11. Footway Lighting**
- 11.1 TPC owned streetlamp checks (Councillor action). Carried forward for remaining reports. Inspections have now been completed on all TPC owned lamps. Next inspections due June 2022.
- 12. General Amenity Matters**
- 12.1 Gateway signage – update from WBC on remaining gateway. WBC advised of an approximate 6 week wait for the London Road gateway following an order error. Assistant Clerk to chase. Carried forward.
- 12.2 Air quality. Awaiting date of next meeting from WBC. Mr J Jarvis to forward email advising of the next meeting date to the Assistant Clerk for circulation. Assistant Clerk informed the Committee of the date provided by Mr J Jarvis (8<sup>th</sup> April 2022 at 10am).  
N.B. The meeting date and time refers to the Air Quality Steering Group Meeting and not the Air Quality meeting solely relating to Twyford.
- 12.3 Bench & Bus Stop inventory for Twyford (CW). Carried forward.
- 12.4 GWR & Network Rail Meetings – Discussion points:
- Car Parking Provisions - Coal Yard Parking.
  - Secure Cycle Parking.
  - CCTV – Expansion of the current system.
  - Hurst Road Allotment fence.
  - Missing fencing – Alleyway from Waltham Road to Station.
  - Fencing at Stanlake.
  - Possibility of a cycle path from Twyford to Henley using the disused track alongside the local line. Entry point to this path from The Piggott School (form part of the safe route to school scheme).
  - Invitation to take part in the ‘In Bloom’ event.
  - Poor road surface and litter.
  - Landscaping.
  - Community Funding Scheme.
- Meeting notes available on the Twyford Parish website ([www.twyfordparishcouncil.gov.uk](http://www.twyfordparishcouncil.gov.uk)). Assistant Clerk to chase GWR for an update.
- 12.5 Reinstatement of bin next to A4 footbridge. Carried forward.
- 12.6 Green roof cycle shelter for Twyford. The Committee would like to currently propose the following areas for WBC to consider installation of the shelter but have asked the Assistant Clerk to request the dimensions of the unit so that more central village locations can also be included:
- Polehampton Car Park
  - Waitrose
  - The Station
- Mr R Abeywardana suggested for this item to also be included within the Climate Change Plan.
- 13. Village Defibrillators**
- 13.1 Replacement Battery - Longfield Road & Bell Corner (£532.00 Approved within March 2022 meeting). Cost of battery risen to £285 per item (£570.00). Approval for the expenditure of addition funds of £38.00 needed. It was proposed by Mr M Bray, seconded by Mr C Wickenden and unanimously agreed for the expenditure of the additional funds needed for the purchase.

- 13.2 Age Concern to arrange the replacement of the child pads within the device outside building (Polehampton Car Park) by 30.04.22. Noted.
- 14. Village Maintenance**
- 14.1 Broken fencing surrounding wildflower area outside Hurst Road Allotments. Reported to WBC (W2128783) – Awaiting repairs. Carried forward.
- 15. Highways**
- 15.1 Highways Meeting – Update on meeting held 4<sup>th</sup> February. Next meeting to be held 6<sup>th</sup> May 2022. Previous meeting notes available on Twyford Parish Website ([www.twyfordparishcouncil.gov.uk](http://www.twyfordparishcouncil.gov.uk)). Noted.
- 16. Twyford In Bloom**
- 16.1 Twyford in Bloom Working Group Meeting – Update on meeting held 29<sup>th</sup> March. Meeting notes available on Twyford Parish Council Website ([www.twyfordparishcouncil.gov.uk](http://www.twyfordparishcouncil.gov.uk)). Mrs B Ditcham provided an overview of the meeting on 29.03.22. The Committee approved the wildflower stickers produced to go on the envelopes for the wildflower initiative. Assistant Clerk asked to contact Mrs G Alford to see if she would write a set of instructions on how best to sow the wildflower seeds for the website.
- 16.2 Hanging Basket Orders 2022 – Update. Orders are being received. Assistant Clerk to finalise quantities by Friday 8<sup>th</sup> April 2022.
- 17. To Review the Planning & Amenities Report** (circulated with the agenda). The report was reviewed and noted (Report can be found following item 19)
- 18. Correspondence circulated:**
- 18.1 WBC – Contribute to the COVID-19 Community Legacy Project (circulated).
- 18.2 WBC – Update on Anti-Poverty Strategy and support for residents in last 12 months (circulated).
- 18.3 TRHA – Spring Show (circulated).
- 18.4 TRHA – March Newsletter (circulated).
- 18.5 WBC – Council improving temporary homes for homeless families (circulated).
- 18.6 WBC – Borough shows support for people of Ukraine (circulated).
- 18.7 WBC – Council sees unprecedented number of secondary school place applications (circulated).
- 18.8 WBC – Improving the way council tax is paid online (circulated).
- 18.9 WBC – Consultation to be launched on election cycle (deadline 15<sup>th</sup> April) (circulated).
- 18.10 WBC – Council moves to make it easy for people to celebrate Platinum Jubilee (circulated).
- 18.11 WBC – Points make prizes for residents who walk, wheel, cycle or use public transport more (circulated).
- 18.12 WBC – Mental health support available to borough residents (circulated).
- 18.13 WBC – Leading the way with low carbon housing at Carnival Place (circulated).
- 18.14 WBC – Millions invested in keeping traffic moving and promoting green alternatives (circulated).
- 18.15 WBC – Wokingham Borough Council agrees to fund expansion of three secondary schools (circulated).
- 18.16 WBC – Council reflects on two years of covid response (circulated).
- 18.17 WBC – New team to lead council's crackdown on anti-social behaviour (circulated).
- 18.18 WBC – Garden centre plan gets the green light from council (circulated).
- 18.19 WBC – New customers can now sign up to garden waste service (circulated).
- 18.20 TRHA – Wargrave Gardeners Club talks (circulated).
- 18.21 WBC – Going carbon net zero at Woodley Library (circulated).
- 18.22 WBC – Repairing the roads (circulated).
- 18.23 WBC – New ASB service flyer (circulated).
- 18.24 WBC – Work started on Oak Tree SEND school (circulated).
- 18.25 WBC – New emotional wellbeing hub for children and young people (circulated).
- 18.26 WBC – Wokingham Borough Council looking to stop nuisance car meets (circulated).
- 18.27 WBC – Tree Project Taking Root (circulated).

The above items of correspondence were noted.

**19. Date of next meeting – Tuesday 3<sup>rd</sup> May 2022.**

The above meeting date was noted.

## Planning & Amenities Report

Tuesday 5<sup>th</sup> April 2022

- **Notices of Permission:**

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

- 220082 40 Broadwater Road
- 212779 58 New Road
- 220429 30 Wensley Close
- 220235 94 Hurst Road
- 214033 3 Mallard Close

\* No comment, subject to the neighbours' concerns being taken into account.

- **Notices of Withdrawal:**

- 220047 40 Kibblewhite Crescent

\* **TPC Comment** – Twyford Parish Council Planning & Amenities Committee wish to object to this application due to the double storey front extension being out of character with the street scene. The Committee also ask that any neighbours concerns are taken into account.

\* **WBC Comment** – The decision that has been taken having regard to all of the material considerations was to **not** determine the application as it has been withdrawn upon instruction from the applicant/agent. This means the Council **have not** made a decision on the application and will not be pursuing it any further.

- **Notices of Appeal:**

- 213807 28 Wargrave Road

\* **TPC Comment to Application** – Due to the siting of the garage, it will cause a significant alteration and be out of character in terms of the street scene.

\* **WBC Comment to Application** –

1. The proposal would be inappropriately sited in the front of the property, introducing an overly bulky and alien addition to this verdant streetscene which would detract from the character and appearance of the host dwelling and surrounding area contrary to Core Strategy Policy CP3, MDD Local Plan Policy CC03 and section 4.11 of the Council's Borough Design Guide.

2. The proposal would remove an excessive amount of vegetation from along Wargrave Road Green Route, contrary to Policy Core Strategy CP3, MDD Local Plan Policy CC03 and advice contained within BS5837:2012 (paras. 5.3 and 5.3.1) and the Council's BDG.

- **Other planning matters**

- Enforcement Notification from WBC (circulated).
- 220891 2 Ruscombe Road – Application for works to protected tree(s). TPO 1466/2013. T2, Lime – Form into pollard by forming pollard knuckle at approximately 10-12m, 50mm stubs to be left to aid regrowth. T3, Lime – Form into pollard by forming pollard knuckle at approximately 10-12m, 50mm stubs to be left to aid regrowth.

- **Neighbourhood Plan**

- Minutes from the Working Group Meetings (04/04/22) to be circulated.
- Minutes from the Sub-Committee Meeting (05/04/22) to be circulated.
- Next Meetings:

- Sub-Committee – 03/05/22 (19:15), Loddon Hall.
- Working Group – 09/05/22 (19:30) via Zoom.
- Sub-Committee – 07/06/22 (19:15), Loddon Hall.

- **Footway Lighting**

- Fault Report.
  - Lamp between 232 & 238 – Alleyway to the side of the Catholic Church (**TPC**). Tree clearing works carried out. No further actions.
  - Lamp 5, Wensley Close (**WBC**) – Email from resident requesting more light down alleyway (circulated). WBC have found a potential fault with lamp 5 - investigations to take place. WBC to liaise directly with the resident. No actions for TPC.
  - Lamp 148 Amberley Drive (**TPC**) – Lamp reinstated (no charge to TPC). Assistant Clerk sent an email to the resident advising of the completed actions. No further actions needed.

### Items to be carried forward:

- **Matters arising and action points.**

- Fibre broadband roll out - Report (Assistant Clerk).

- **Footway Lighting**

- Fault Report (1New).
  - Lamp 4, Wargrave Road (**WBC** – Fault discovered during the quarterly Councillor Lamp Checks. Reported to WBC by the Assistant Clerk 10.03.22 (W2234126). Awaiting repairs.
- To consider re-stencilling the lamp numbers onto each TPC owned column. WBC have provided a quote of £1912.30 for the printing and placing of the numbering stickers. Awaiting outcome of group letter from Wokingham Parishes to WBC requesting their consideration to take over the ownership of all streetlamps within the Borough before considering quote.

**Meeting Closed at 21:32**