

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 5th July 2022 at 7:45pm.

Present: Mrs B Ditcham (Chair), Mr C Wickenden (Vice-Chair), Mr R Abeywardana, Mr J Jarvis & Mr R Mantel.

Minutes: Mrs Lynn Povey (Assistant Clerk).

1. **Public Questions** – None.
2. **Apologies** – Mrs A Evans & Mr M Alder.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes**
 - 5.1 Minutes of the meeting held on 7th June 2022 – Approval of the minutes as a true and accurate record. Proposed by Mr R Mantel, seconded by Mr R Abeywardana, carried nem con.
6. **Matters arising and action points.**
 - 6.1 Action planning meeting 28.06.22 update. Mr R Abeywardana reported that it was a good evening and that the notes from the meeting will be circulated.
 - 6.2 GWR Community Fund open for bidding – Two applications submitted:
 - Bike Store. Mr M Alder applied on behalf of Twyford Parish Council 27.06.22 (copy of submission circulated). Noted.
 - Tesco Alley – Elizabeth Line Mural to incorporate local children's artwork within the carriage windows. Mr P Cassidy applied on behalf of the Twyford in Bloom Group 14.06.22. Noted.
 - 6.3 To consider business sponsorship of garden areas with plaque of acknowledgement. The Committee asked the Assistant Clerk to write a report detailing the specifics for September.
 - 6.4 Resident's correspondence (Bus timetables, Bus shelter (Wellington Square), Wellington Square maintenance & Loddon Hall (management & maintenance)) (circulated). The Committee acknowledged the correspondence and the response provided by the Clerk.
 - 6.5 Questionnaire Wokingham BC - Gypsy and Traveller Accommodation Assessment (deadline extended) (circulated). Mr J Jarvis to compose a response on behalf of Twyford Parish Council by 22.07.22. Assistant Clerk to circulate this to the Committee ahead of submission.
7. **Climate Change** – Item carried forward.
 - 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.
 - 7.2 Air Quality.
 - * TPC have been successful 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 August 2022. 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. Policy Documents are 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 the P&A Report.
 - 7.5 Reduce & Recycle.
 - * Keep Britain Tidy – Spring Clean 2022 – 2nd April 2022. Feedback from the event previously given.
 - 7.6 Meetings – Next meeting 07.07.22 at 7.30pm via Zoom.
8. **Planning Matters - Current List**

- 8.1 220675 54 Hurst Road – No comment.
- 8.2 221626 108 Wargrave Road – Twyford Parish Council wish to pass their concern regarding the potential change to create a separate dwelling & more information regarding the proposed use of the internal areas would have been beneficial.
- 8.3 221629 48 Hurst Road (Information Only) – Twyford Parish Council wish to object to the application on the grounds that it would be out of keeping with neighbouring properties & the street scene.
- 8.4 221690 41 London Road – Twyford Parish Council wish to pass the following comments:
- * Inappropriate in a conservation area.
 - * Over occupancy in a house of this design.
 - * Insufficient on site/off-road parking provisions.
- 8.5 221725 Old School Hall, High Street – Twyford Parish Council fully support the phase 1 & 2 of this development as a library and a community hub but wish to raise concerns that if this application is approved, it allows for WBC to defer/cancel the phase 2 aspect.
- 8.6 221771 4 Carlile Gardens – Twyford Parish Council wish to raise their concern regarding the height of the north side wall as this could be deemed unneighbourly.
- 8.7 221840 BP Service Station – No comment.
- 8.8 221848 32 Station Road – No comment.

9. Neighbourhood Plan

- 9.1 Neighbourhood Plan expenses:
- 9.1.1 For Approval from grant monies – PJA Consultants Fees (High Street Infrastructure – kick off meeting, traffic surveys, data from the flow and baseline analysis & review of the flow data) – £5800.00. It was proposed by Mr J Jarvis, seconded by Mr C Wickenden and unanimously approved for the consultant fees to be paid.
- 9.2 To consider giving Mr C Wickenden & Mrs B Ditcham delegated authority to make decisions on outstanding matters regarding the Neighbourhood Plan enabling any amendments to be made. Final approval of the plan to take place within the Full Council on 26.07.22 ahead of its submission to WBC. It was proposed by Mr R Abeywardana, for an email to be sent to the Committee detailing any decision, seconded by Mr J Jarvis, and unanimously agreed.

10. Footway Lighting

- 10.1 TPC owned streetlamp checks - Councillor Reports. All reports to be provided to the Assistant Clerk by 08.07.22.

11. General Amenity Matters

- 11.1 Gateway signage – update from WBC on remaining gateway. The remaining gateway has been installed. No further actions.
- 11.2 Air quality. Awaiting date of next meeting from WBC. Carried forward.
- 11.3 Bench & Bus Stop inventory for Twyford (CW). Carried forward.

Mr R Mantel advised the Committee that he had received a request from a resident of Carlile Gardens to consider placing a bench near the bus stop/noticeboard in Amberley Drive. The Committee noted the correspondence along with Mr R Mantel's response given to the resident that this land belongs to WBC.

11.4 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.

Assistant Clerk to arrange a follow up meeting.

- 11.5 Bins – Reinstatement of bin next to A4 footbridge. Carried forward.

- 11.6 Green roof cycle shelter for Twyford. Carried forward.
- 12. Village Defibrillators**
- 12.1 To discuss the possibility of relocating the defib device currently outside Twyford Barbers to Jubilee Corner. Assistant Clerk to obtain a quote for the relocation of the device for discussion within the September meeting.
- 13. Village Maintenance**
- 13.1 Broken fencing surrounding wildflower area outside Bridge House. Reported to WBC (W2236478) – Awaiting repairs. Assistant Clerk reported that the repairs have been carried out. No further actions needed.
- 14. Highways**
- 14.1 Highways Meeting – Update on meeting held 6th May. Next meeting to be held 5th August 2022. Previous meeting notes available on Twyford Parish Website (www.twyfordparishcouncil.gov.uk). Noted.
- 14.2 Resident's request for the foliage of the trees down the Waltham Road (Railway Bridge to Springfield Park junction) to be cut back and not overhang the pavement (photos taken). Assistant Clerk to liaise with Highways for investigation & to arrange any necessary works.
- 14.3 Resident's request for the foliage of the trees down the Wargrave Road to be cut back and not overhang the pavement between the Hermitage Drive junction and opposite the entrance to Lionel Court. Assistant Clerk to liaise with Highways for investigation & to arrange any necessary works.
- 14.4 Resident's concern over speed on the Wargrave Road. Assistant Clerk to add the item to the Next Highways meeting agenda for discussions on street calming measures.
- 14.5 Resident's request for a cedar tree down the Wargrave Road to be cut back (heavy branch overhanging the road). Assistant Clerk to find out the exact location and then liaise with Highways for investigation & to arrange any necessary works.

The Committee also noted that the hedge of the Bowling Club on the Wargrave Road is taking over the pavement. Assistant Clerk to liaise with Highways for investigation & to arrange any necessary works.

18. Twyford In Bloom

- 18.1 Twyford in Bloom Working Group Meeting – Update on meeting held 16th May. Meeting notes available on Twyford Parish Council Website (www.twyfordparishcouncil.gov.uk).
- 18.2 Expenses:
- 18.2.1 To approve the expenditure of £60.00 for the works carried out by Econet Conservation Volunteers at Bridge Copse (area opposite the Waggon & Horses). The payment of the fee was proposed by Mr C Wickenden, seconded by Mr R Abeywardana, and unanimously agreed.
- 18.3 Twyford in Bloom 2022 – Review of Judge's visit. Mrs B Ditcham provided an overview of the judge's visit outlining the support from residents, businesses, volunteers, and WBC. Mrs B Ditcham also wished for thanks to both the Clerk and Assistant Clerk for all their hard work and efforts be noted.

19. To Review the Planning & Amenities Report (circulated with the agenda). The report was reviewed and noted (Report can be found following item 21).

20. Correspondence circulated:

- 20.1 WBC – Bus pass holders urged to provide up-to-date address as soon as possible (circulated).
- 20.2 GWR – National Rail Contract awarded to GWR (circulated).
- 20.3 WBC – Sign up for free exercise classes at open day (circulated).
- 20.4 WBC – Wheely great day as pupils catch up on bike training (circulated).
- 20.5 GWR – Rail Strikes (circulated).
- 20.6 WBC – Council seeks to tackle anti-social car meets (circulated).
- 20.7 David Wilson Homes - DWH Land at New Bath Road, Twyford (2 items of correspondence circulated).
- 20.8 WBC - Green spaces praised for offering access to nature and supporting rare species (circulated).
- 20.9 TRHA – June Newsletter (circulated).
- 20.10 WBC – Council launches the Wokingham Borough Observatory - the new home of the JSNA (circulated).
- 20.11 WBC – Hardship Alliance launches second phase of Household Support Fund (circulated).
- 20.12 WBC – Ditch the car, get healthy and win prizes this summer (circulated).
- 20.13 WBC – Museum's research hub at Shinfield could help fight climate emergency (circulated).
- 20.14 WBC - Press release – Home refuge scheme available to domestic abuse victims (circulated).

20.15 WBC – Council set to approve Tackling Poverty Strategy (circulated).

The above items of correspondence were noted.

21. Date of next meeting – Tuesday 2nd August 2022.

The above meeting date was noted.

Planning & Amenities Report

Tuesday 5th July 2022

• Notices of Permission:

* Denotes applications that the Council has previously commented on.

- 220895 18 Longfield Road
- 220960 15 Longfield Road
- 220727 79 Wargrave Road
- 221336 9 Hurst Park Road
- 221460 1-3 Church Street
- 221156 21 Gooch Close

*Twyford Parish Council wish to pass no comment however kindly ask for the neighbours' comments to be taken into consideration.

- 221340 39 Kibblewhite Crescent

* Twyford Parish Council objects to this application due to the cumulative impact of additional traffic & resultant on-street parking.

- 220885 40 Springfield Park

* Twyford Parish Council's Planning & Amenities Committee wish to raise their concern regarding the change of street scene.

• Notices of Refusal:

* Denotes applications that the Council has previously commented on.

- 221279 30 Wensley Close

TPC Comment

No comment.

WBC Comment

By virtue of the proposal's two storey scale and proximity to the boundary, it would appear as a dominant and overbearing feature that would have significant detrimental impact on the residential amenity of 28 Wensley Close contrary to the advice set out in the Borough Design Guide and Policy CP3 of the Core Strategy.

• Notices of Appeals:

- 202499 Land opposite 136-144 Wargrave Road – Informal hearing into this appeal will take place at The Council Offices, Shute End, Wokingham commencing at 10:00 on 27th September 2022, the appeal is scheduled to run for 1 day.

• Other planning matters

- Enforcement Notification from WBC (circulated).
- 221677 The Pavillions, Ruscombe Park, Ruscombe – Application for works to protected tree(s) TPO 778/1996, woodland 1 G1, Various Species - Prune out deadwood/ severely squirrel damaged branches (shorten moderately squirrel damaged branches, to reduce leverage). Crown lift to 4m above the gardens of nos. 25-34 Orchard Estate. Reduce the remaining lateral spread over the gardens by a maximum of 3m (to within 1-2m of the boundary), provided that, on an individual tree basis, this can be achieved whilst retaining strong growth points (ideally 1/3 diameter of the parent branch) and without seriously unbalancing the crown. No reduction in height is proposed.

• Neighbourhood Plan

- No meeting of the Working Group in June or July 2022.
- Minutes from the Sub-Committee Meeting (07/06/22) circulated.
- Minutes from the Sub-Committee Meeting (05/07/22) to be circulated.
- Next Meetings:
 - Working Group – TBC.
 - Sub-Committee – 02/08/22 (19:15), Loddon Hall.

• Village Maintenance

- Broken fencing surrounding wildflower area outside Hurst Road Allotments. Reported

to WBC (W2128783) – Repairs have been carried out, no further actions.

- **Footway Lighting**

- Fault Report (2 New, 1 Outstanding).
 - Lamp 4, Wargrave Road (**WBC**) – Fault discovered during the quarterly Councillor Lamp Checks. Reported to WBC by the Assistant Clerk 10.03.22 (W2234126). Fault re-logged 26.05.22 – Repairs carried out by SSE. No further actions.

Items to be carried forward:

- **Matters arising and action points.**

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

- **Footway Lighting**

- Fault Report (2 New).
 - Lamp 93, Byron Road (**TPC**) – Fault logged 29.06.22 (ORD2201293).
 - Lamp 112, Springfield Park (**TPC**) – Fault logged 27.06.22 (ORD2201274).
- 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 21:19