

Twyford Parish Council Minutes of the Meeting of the Council

Meeting held at the Twyford Room, Loddon Hall, RG10 9JA on Tuesday 22nd November 2022 at 7:45 pm.

Present: Mr R Abeywardana (Chairman), Mr M Alder, Mr M Andrea, Mr J Bowley (from 19.48 onwards – item 8), Mr M Bray, Mrs B Ditcham, Mr J Jarvis, Mrs L Jarvis, Mr R Mantel, Mrs T Ramsden, Mr T Winchester, Mrs H Winder & Mrs S Wisdom.

Clerk present: Mrs L Moffatt (Clerk).

1. **Public Questions** None
 2. **Apologies** Mrs E Ashley & Mr C Wickenden.
 3. **Declaration of interest in items on the agenda** None
 4. **Dispensations** None
 5. **Minutes of the Full Council meeting held on 25th October 2022** Proposed
Mr J Jarvis, seconded Mrs H Winder to approve the minutes as a true and accurate record.
Motion carried nem con.
 6. **Matters Arising**
 - 6.1 Remembrance 13.11.22 – Mr R Abeywardana thanked councillors for attending.
 7. **Borough Council Matters** – Mr S Conway's written report was noted. The report contained information on:
 - The new parking schemes for various parts of Twyford which are in the initial consultation stage.
 - Library plans - there will need to be additional planning permission for solar panels on the roof, however internal works should commence in the next few weeks.
 - Helping residents know what is considered as legitimate grounds for objection, according to the rules of that process with regard the proposed new telecommunications mast on the edge of King George's Recreation ground.
 - Promoting partnership working with the Borough, charities and Town and Parish Councils.
- Mr J Jarvis asked when a decision will be made on the waste and recycling changes. The clerk will forward the question onto Mr Conway for a response.
8. **Liaison with Ruscombe Parish Council** – Mrs S Wisdom's written report was noted.
 9. **Reports and to receive any recommendations from committees**
 - 9.1 Fete 31.10.22 – the minutes were noted.
 - 9.1.1 The committee **RECOMMEND to Full Council** to donate £210 to Twyford Age Concern and £210 to Twyford and District Youth and Community Centre from the Lions car park funds. Motion carried unanimously.
 - 9.2 Planning and Amenities Committee 01.11.22 – the minutes were noted.
Mrs B Ditcham reported on the increased energy costs for street lighting.
 - 9.3 Parish Lands Committee 08.11.22 – the minutes were noted.
 - 9.3.1 The committee **RECOMMEND to Full Council** approval of the quote of £1,950 for removal of asbestos sheets from both the Hurst Road and London Road allotment sites. Motion carried unanimously. Mr J Jarvis asked that the clerk finds out where the asbestos will be disposed of. The works will be carried out by a licenced contractor arranged through Wokingham Borough Council.
 - 9.3.2 The committee **RECOMMEND to Full Council** approval of the

quotes from Pear and Edge totalling £1,453 and annual costs of £329 for digitalising the burial ground records. Note: Budgeting to be amended to reflect the annual costs. Motion carried unanimously.

9.4 Finance and General Purposes Committee 15.11.22

9.4.1 The committee **RECOMMEND to Full Council** approval of the Financial Regulations. Motion carried unanimously.

9.4.2 The committee **RECOMMEND to Full Council** approval of the Civility and Respect pledge. Motion carried nem con.

10. Other representative reports

10.1 Twyford in Bloom 2022 (BD & MB) 03.11.22 Mrs B Ditcham reported on the meeting saying it was a celebration of the years work and the commencement of plans for 2023.

10.2 Meet your councillor session 12.11.22 (MGA & HW) Mrs H Winder reported that although no residents attended a productive discussion was had with Mr M Alder and Mr M Andrea. Discussion took place on marketing of the sessions and use of live streaming on social media to promote the event.

10.3 Borough Parish Liaison Forum 7pm (MGA) 08.11.22 (minutes in one drive) Mr M Alder reported on a positive meeting and highlighted the joint desire for better partnership working.

10.4 BALC AGM 7:30pm (MGA) 09.11.22 - Mr M Alder reported that Town and Parish Councils have similar problems. The Chairman was positive and minutes will be circulated by BALC in due course.

11. Community Engagement

11.1 Coronation of King Charles III 06.05.23 – suggestions to mark the event in Twyford (email sent 11.11.22) The suggestions were discussed. Councillors were in favour of the following:

- Bunting around the village centre and strung up across the high street
- Shop front displays
- Knitting contributions
- Gift for school children – coin, badge, mug or plate
- Party in the park with an LED screen showing the Coronation – picnic, bands or village entertainment, sing-along film in the evening.

Actions agreed:

- Clerk to provide options and costings for school gift
- Clerk to report on availability and costings of an LED screen and licence for a showing of King Charles III Coronation
- Clerk to check availability of Stanlake Meadow
- Clerk to reach out to Round Table and Twyford Together

It was agreed that for the time being the discussions will fall within the remit of the Full Council.

11.2 Cinema costings and timings – Mrs S Wisdom presented costings
It was generally felt that as these were for an inflatable screen which can only be seen when dark it is not suitable for use in May.

11.3 Format of the meet your councillor sessions and publicity – discussion took place. Proposed Mr R Abeywardana, seconded Mr J Jarvis to hold the next session from 10am to 1.30pm. Motion carried with 8 in favour, 4 against, 1 abstained. Agreed to ask Waitrose permission to site the gazebo the car park side of Waitrose and to invite the Citizens Advice with their van. Councillors will triage residents directing them to meet with Councillors in the café or to Citizens Advice. Councillor's role will be to signpost residents. If permission can be obtained from Waitrose this will be the plan for the session on 10.12.22. The alternative plan will be to run the session in the café as usual at the new time and to book the favoured plan for the January session. Clerk to contact Waitrose and Citizen Advice. Mrs H Winder agreed to carry out some live streams and social media engagement.

11.4 Christmas Fayre 02.12.22–Agreed to have an Information stall on the work the Council is doing and, if available in time, cost of living leaflets for distribution. An ipad will be available with access to the website. Set up 5pm – 9pm. Mr R Abeywardana, Mr M Alder, Mr M Bray and Mrs T Ramsden volunteered to man the stall. Sweets/lollies to be available to distribute.

13. Winter Crisis

13.1 How can we support residents?

13.1.1 Hardship meeting (HW) – Mrs H Winder reported on a meeting held with Mr Darren Gray – The Piggott School, Amy Goodall Smith – Polehampton Charities and Rob Yeadon – Twyford Together. The Piggott school is supportive of electronically distributing the cost of living information leaflet. It will be distributed to all schools in Twyford and Charvil. An initiative to create a shoe box for those in need was discussed. The school is aware of families struggling. Mrs Winder will forward meeting notes to the Clerk.

13.1.2 Warm Place – TRCA (JJ) Mr Jarvis reported that the TRCA will meet on Thursday to discuss the 'Warm Space' initiative. Mr J Jarvis will coordinate with Mrs H Winder.

13.1.3 Community / social Hub section of website – the Council agreed this will be set up.

13.1.4 To consider forming a working group – it was agreed a smaller group could make quicker decisions and get more done. Agreed to re-assess next meeting.

13.1.5 Leaflet and distribution – Mrs H Winder designed one side of the flyer and the other side will be provided by Wokingham Borough Council. Mrs H Winder was thanked for her work. The Council were in favour of the leaflet which will be distributed in December.

14. Clerk's report – Village Christmas tree decorating – Mr R Abeywardana, Mr M Andrea and Mrs H Winder will assist at Bell Corner then Jubilee Corner from 8am on Sunday 27th November. Mr R Abeywardana, Mr M Bray and Mrs H Winder will assist with the take down from 8am on Bell Corner then Jubilee Corner on Sunday 8th January 2023.

15. Items to be discussed at the next meeting – no items.

16. List of authorised payments – list dated 17.11.22. Approval proposed Mr J Jarvis, seconded Mr M Bray. Motion carried unanimously.

17. Correspondence – all noted.

17.1 HALC - PLACE project information

17.2 HALC – October newsletter

17.3 Invitation to attend AGM & launch of Rural Hubs - 21st Century Village Halls 18.11.22

17.4 Ruscombe Parish Council agenda 02.11.22

17.5 Notice of AGM of Twyford District Youth & Community Centre 08.11.22

17.6 World Café Style Event to help strengthen an Arts & Culture Alliance within the Borough 18.11.22

17.7 Connecting Communities in Berkshire AGM 18.11.22

18. Dates of meetings:

All meetings 7:45pm at Loddon Hall unless noted otherwise.

Planning and Amenities Committee 06.12.22

Ruscombe Parish Council meeting (LJ) 07.12.22
(Loddon Hall Ruscombe Room)

Parish Lands Committee (Thursday) 08.12.22

Meet Your Councillor session (Waitrose 10am – 1:30pm) 10.12.22

*Mr R Abeywardana, Mr M Alder, Mr M Andrea, Mr J Jarvis & Mrs H Winder

Finance & General Purposes Committee 13.12.22

19. Staffing matters (under PART 2) – three recommendations from the Finance and General Purposes committee.

Part 2

The Council agreed that as confidential items were to be discussed the Chairman invoked Standing Order 1C "That in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw". Proposed Mr J Jarvis, seconded Mrs T Ramsden and carried unanimously.

19.1.1 Unanimously **RESOLVED** that, with immediate effect, the Council pay the Assistant Clerk £175 per month Office Allowance and fund BT Essential broadband at a cost of £27.95 per month. Motion carried unanimously.

19.1.2 The Committee **RECOMMEND to Full Council** increasing the Assistant Clerk's hours to 37. Motion carried with 12 in favour, 1 against. This will take effect from February.

19.1.3 The Committee **RECOMMEND to Full Council** promoting the Assistant Clerk to Deputy Clerk and increasing her salary by 3 SCP on the anniversary of her joining in February. Motion carried with 12 in favour, 1 against.

20. Date of next Full Council meeting – Thursday 15th December 2022

Meeting closed at 21:12