

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 1st November 2022 at 7:45pm.

Present: Mrs B Ditcham (Chair), Mr C Wickenden (Vice-Chair), Mr M Andrea, Mr M Alder & Mr R Mantel.

Minutes: Mrs Lynn Povey (Assistant Clerk).

1. **Public Questions** – None.
2. **Apologies** – Mr R Abeywardana, Mr J Jarvis & Mrs H Winder.
3. **Declaration of interest in items on the agenda** – Mr M Alder declared an interest in item 9.4 & Mr C Wickenden declared an interest in item 9.5.
4. **Dispensations** – None.
5. **Minutes**
- 5.1 Minutes of the meeting held on 4th October 2022 – Approval of the minutes as a true and accurate record. Proposed by Mr M Andrea, seconded by Mr M Alder, carried nem con.
6. **Budgets and Precepts** (Figures in one drive folder).
The Committee agreed for the Footway Lighting – Energy budget to be quadrupled to £6000. Item carried forward to December for further revision and approval.
7. **Matters arising and action points.**
- 7.1 Strategic Action Plan updates. Carried forward.
- 7.2 Business sponsorship of garden areas with plaque of acknowledgement. Carried forward.
- 7.3 Annual Risk Assessment – Carried out by the Assistant Clerk. Report circulated. Carried forward.
- 7.4 Streamlining Meetings – For the Committee to consider the content of the report & feedback to the Finance & General Purposes Committee (Report circulated). Assistant Clerk to forward the following comments to the Finance Committee:

General

- Any reports to be circulated before the meeting and added to the Committee Report e.g. Councillor Representative Reports etc.

Standing Orders

- Item 27-a-iii Planning & Environment (amend wording)
 - To prepare initial responses to the Local Plan, National Planning Policy Framework & Regional Strategic Plan provisions and advise the Council accordingly.
 - To consider action on environmental issues & advise the Council accordingly:
 - Tree Canopy Cover
 - Water Infrastructure & Flood Risk
 - Improving Air Quality
 - Encouraging Sustainable Travel
 - Carbon Sequestration
 - Nature Recovery & Climate Change
- Item 27-a-iv Contracts/Agreements within budgetary estimates (amend wording)
 - To arrange the ongoing maintenance & energy supply of the Council's footway lighting columns and manage any related projects approved by the Council.
 - To approve purchase of equipment and materials for the provision and maintenance of amenities including noticeboards, seats, planters, gateways and the like.

- Item 27-e Neighbourhood Plan Committee (amendments/notes)
 - Remove item iii.
 - Further amendments to this section to be considered following the Twyford Neighbourhood Plan Referendum.

Financial Regulations

- The Clerk in conjunction with the Chairman to spend emergency funds from the relevant budget.

Findings

- Remove from report:
 - The Neighbourhood Plan Terms of Reference state that the committee can use its budgeted expenditure 'subject to the approval of the Planning & Amenities Committee'. As 6 of the 7 Neighbourhood Plan committee members are on both committees this is an unnecessary layer of decision-making and duplication.

8. Climate Change – Mr J Jarvis to provide an update. Assistant Clerk to ask Mr J Jarvis for a report for circulation ahead of the December meeting.

9. Planning Matters - Current List

9.1 222250 33 Gooch Close – Details of application not uploaded on Wokingham Borough Council's website. Assistant Clerk to investigate.

N.B – This application is not live. WBC are awaiting further information before this application is released for observations.

9.2 222475 9 Kings Gardens – No comment however the use of obscured glazing is suggested.

9.3 222823 Twyford Veterinary Clinic, 45-47 London Road – Twyford Parish Council wish to raise no objections under the current framework however in line with the Twyford Neighbourhood Plan this is something that would be discouraged.

9.4 222885 33 Broad Hinton – No comment.

9.5 222887 114 Wargrave Road – Twyford Parish Council wish to raise an objection to the access onto Amberley Drive.

9.6 222922 41 Chaseside Avenue – No comment.

9.7 223010 11 Westview Drive – No comment.

9.8 223116 Old School, High Street – No comment.

9.9 223117 Old School Hall, High Street - Listed Buildings Consent (Information only) – No comment.

9.10 223129 68 London Road – No comment.

9.11 223147 18 Station Road – No comment.

9.12 223198 7A Hilltop Road – TPO – No comment.

9.13 223219 King George V Recreation Ground, Longfield Road – Twyford Parish Council have noted & respect the comments made by residents & wish to raise the following additional points:

- 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.
- This land is held in trust by Fields in Trust. The trustees need to be informed of this application & the consent of Fields in Trust will be required for the installation of any equipment.

Twyford Parish Council also wish for it to be noted that they are not in favour of this application but wish to acknowledge the advantages for better communication. It is therefore requested that a new site be found that would have minimal impact on the surrounding area.

10. Neighbourhood Plan

10.1 Twyford Neighbourhood Plan Regulation 16 consultation period 12.10.22 to 23.11.22 – Noted. Mr C Wickenden to draft a news segment & circulate it to the Committee for approval. To be released to the press nearer to the Referendum.

10.2 Residents Correspondence – Bridge Farm development proposals (circulated). Mr C Wickenden

to draft a response & circulate it to the Committee for approval. Following approval, Assistant Clerk to reply to the resident.

11. Footway Lighting

11.1 TPC owned streetlamp checks – Councillor Reports. Report received from Mrs H Winder. All remaining reports to be completed by 4.11.22.

12. General Amenity Matters

12.1 Air quality. Awaiting date of next meeting from WBC – Carried forward. Mrs B Ditcham advised that Air Quality Monitoring Units have been installed in Colleton Drive and Kibblewhite Crescent – Noted.

12.2 Bench & Bus Stop inventory for Twyford (CW). Inventory completed. To be reviewed in 2024.

12.3 GWR & Network Rail Meetings – Meeting Notes from 18.10.22 circulated. Noted.

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

13. Village Defibrillators

13.1 Relocating the defib device currently outside Twyford Barbers to Jubilee Corner. Action carried forward for the Assistant Clerk to obtain a quote for the relocation of the device.

13.2 Defibrillator map on website – Assistant Clerk to add a section to the Parish Website referring to the village defibrillators and advising how these are accessed.

13.3 Defibrillator finder – making sure all defibs are on the map – All defibrillators are registered with South Central Ambulance Service who advises a caller of the nearest device if applicable. The local first responders are aware of the device locations and registration to The Circuit, a system operated by the British Heart Foundation is also in progress.

13.4 Defibrillator signage – Devices are in a secured cabinet and can only be accessed following the advice/instructions from the 999 operatives to avoid any misuse. Instructions can also be found on the cabinet doors therefore, the Committee were not minded for additional signage.

14. Village Maintenance

14.1 Tesco Alley Improvements – Drainage works carried out 08.08.22-10.08.22. WBC notified of snagging issues and request to repaint the ceiling area made. Progress report – No update.

15. Highways – No Report. Next meeting 4.11.22 – Noted.

16. Twyford In Bloom

16.1 Twyford in Bloom meeting 03.11.22 (Loddon Hall) to discuss 2022 results and prepare for 2023. Noted.

16.2 New RHS Communities Grants launching 12 October (circulated). To be discussed within the Twyford in Bloom meeting on 03.11.22.

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 GWR – Rail Strike this Saturday and then from Wednesday 5th to Saturday 8th October (circulated).

18.2 TRHA – October Newsletter (circulated).

18.3 WBC – New stackable housing set to welcome local homeless families (circulated).

18.4 WBC – Sign up for children's half-term activity camps (circulated).

18.5 Resident correspondence – Neighbourhood Plan (circulated).

18.6 WBC – Huge numbers help to shape borough's walking and cycling plans (circulated).

18.7 WBC - Wokingham borough residents - challenge yourself and earn rewards for walking and cycling this winter (circulated).

18.8 RHS - Celebrating the Britain in Bloom UK Finals 2022 (circulated).

18.9 WBC – Share your views on Twyford and Finchampstead neighbourhood plans (circulated).

18.10 Thames and Chilterns in Bloom - October Newsletter (circulated).

18.11 Waingels Consultation on Proposed In-Year Admissions Arrangements 2024- 25

All items of correspondence noted.

19. Date of next meeting – Tuesday 6th December 2022.

Meeting date noted.

Planning & Amenities Report

Tuesday 1st November 2022

- **Notices of Permission:**

* Denotes applications that the Council has previously commented on.

- 222622 26 Winchcombe Road
- 222614 50 Brook Street
*Twyford Parish Council wish to pass no comment providing the conservation officer is in agreement with the application. The Planning & Amenities Committee would however like to express concern over the cumulative impact of additional traffic & resultant on-street parking.
- 222542 22 The Grove
* Twyford Parish Council wish to raise concerns that this will be a separate dwelling away from the primary home and cause problems with parking & movement at the end of Lansdowne Terrace.
- 222504 94 Orchard Estate
- 222518 46 Broadwater Road
* Twyford Parish Council wish to raise concerns on the loss of privacy caused by the first-floor extension overlooking the neighbours garden.

- **Notices of Refusal: None**

- **Appeal Decisions:**

- 202499 Land opposite 136-144 Wargrave Road – The appeal is allowed subject to conditions.

- **Other planning matters**

- Notifications received from residents regarding communications from Dalcour Maclaren outlining a proposed development of a telecommunication's base station/mast at KGVR. This item is for information only as no planning applications have been received.
- 223121 7 Station Road – Section 211 notification for the works in a conservation area. T1, Ash – Remove regrowth back to previous pruning points.

- **Electricity Supply** - new contract agreed with the Vice Chairman 24.10.22 under delegated authority. Price is conditional of payment by direct debit.

	Current (Expired 31 October 2022)	New - 1st Nov - 5 months	1st April -6 months
Continuous (A)	£2.72/mth (standing charge)	4.630	4.720
2000050341026	14.732p/kwh (unit charge)	79.688	53.442
FITs		0.724	0.827
Dawn to Dusk (B)	£2.72/mth (standing charge)	4.63	4.72
2000027521009	14.322p/kwh (unit charge)	77.154	54.070
FITs		0.827	0.827

Based on the October invoice this equates to an increase to approximately £570 p/m November to March and £400 p/m April to September.

- **Neighbourhood Plan**

- No meeting of the Working Group in June, July, August, September, October or November 2022.
- Minutes from the Sub-Committee Meeting (02/08/22) to be approved within the next Sub-Committee Meeting.
- Next Meetings:
 - Working Group – TBC.
 - Sub-Committee – TBC.

- **General Amenity Matters: No Report**

- **Village Maintenance: No Report**

- **Highways**

- Highways Meetings (held on the 1st Friday, quarterly) – Next meeting to be held 4th November 2022. Previous meeting notes available on Twyford Parish Website (www.twyfordparishcouncil.gov.uk).
- WBC notified that the 40MPH signs from the village gateways near the Waggon & Horses are missing. WBC to investigate & replace.
- 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). With Highways to investigate & arrange any necessary works.

- 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. With Highways to investigate & arrange any necessary works.
- Resident's request for a cedar tree down the Wargrave Road to be cut back (heavy branch overhanging the road). With Highways to investigate & arrange any necessary works.
- Fly-Tipping – Sofa down Stanlake Lane. Reported to WBC (W2242031). Items removed. No further actions needed.

- **Footway Lighting**

- Fault Report Update: None.

Items to be carried forward:

- **Matters arising and action points.**

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

- **Footway Lighting**

- Lamp 4, Wargrave Road (**WBC**) – Fault logged 12.09.22 (W2241046).
- Lamp 213, Bell Corner (**TPC**) – Fault logged 12.09.22 (ORD2201651).
- Lamp 73, Brook Street (**TPC**) – Fault logged with SSE 03.10.22.
- 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 21:54