

## TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 7<sup>th</sup> February 2023 at 7:45pm.

**Present:** Mrs B Ditcham (Chair), Mr R Abeywardana, Mr M Andrea & Mr R Mantel.

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

1. **Public Questions** – None.
2. **Apologies** – Mr C Wickenden, Mr M Alder, Mr J Jarvis & Mrs H Winder.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes**
- 5.1 Minutes of the meeting held on 10<sup>th</sup> January 2023 – Approval of the minutes as a true and accurate record. Proposed by Mr M Andrea, seconded by Mr R Mantel, carried nem con.
6. **Matters arising and action points.**
- 6.1 Strategic Action Plan updates. Mrs B Ditcham ran through the projects that fall within the Planning & Amenities Committee remit – All projects are progressing. To carry forward for further review.
- 6.2 Business sponsorship of garden areas. Carried forward.
- 6.3 WBC - Bike deluxe repair station with pump (circulated). The Committee were happy with the suggested locations for the repair stations made by the My Journey team of WBC.
- 6.4 E-Cargo Bike Trials – To consider hosting a bike within Twyford (circulated). Carried forward.
- 6.5 Annual Litter Pick – 25<sup>th</sup> March 2023. No further actions currently – carried forward.
- 6.6 Sonning Quarry - Tarmac provide future proposals at Sonning Quarry (circulated). Noted, no comments.
- 6.7 Borough Parish Liaison Forum – Committee to provide top 3 priorities for discussion. The Committee wish for the following two discussion points to be passed to the Borough Parish Liaison Group:
  - Communication.
  - Better Public Transport (Buses).
- 6.8 Amendments to Standing Orders – Referred back to the Committee by Finance to reconsider the amended Terms of Reference for the Planning & Amenities and Neighbourhood Plan Committees (Refer to the amendments made and detailed in the Planning and Amenities minutes of November 2022). It was proposed by Mr R Abeywardana, seconded by Mr M Andrea for the following wording to be passed to the Finance Committee:

The Planning and Amenities Committee shall be charged with the responsibility with power to act for transacting all business including major policy matters pertaining to development control, highways, planning and environment, transportation plus any other matters that forms part of the Planning & Amenities Committee's responsibilities. The Committee reserves the rights to make recommendations on new policies or changes to existing policies relating to the Committee's powers and duties to the Full Council.

Motion carried.

7. **Climate Change** – Mr J Jarvis to provide an update specific to Planning & Amenities. Carried forward.
8. **Planning Matters - Current List**
- 8.1 230132 Twyford Tennis Club, King George V Recreation Grounds, Loddon Hall Road – No comment.
9. **Other Planning Matters**
- 9.1 212720 Bridge Farm, New Bath Road – WBC Committee meeting to be held at the Council Offices on the 8<sup>th</sup> February 2023. Mrs B Ditcham to represent Twyford Parish Council. Noted – Mrs B Ditcham to forward a copy of her speech to the Deputy Clerk for circulation.
- 9.1.2 Residents Correspondence (circulated). WBC have also been sent correspondence from the resident. Mrs B Ditcham confirmed reference to the correspondence has been made within her speech. Noted.

- 9.2 230215 3 Montreal Terrace, Station Road - Section 211 notification for works in a conservation area T1, Conifer - Fell to ground level and grind out stump. T2, Conifer - Fell to ground level and grind out stump. T3, Conifer - Fell to ground level and grind out stump. T4, Conifer - Fell to ground level and grind out stump (Consultation period ends 14.02.23). No comment.

## 10. Neighbourhood Plan

- 10.1 Twyford Neighbourhood Plan – To note the Examiner’s questions & response provided (circulated). Noted.
- 10.2 Grant application update. Application for a grant of £2200.00 submitted (circulated). Deputy Clerk confirmed that the grant application has been approved. Noted.
- 10.3 High Street Regeneration (CW, BD) – Overview of meeting held with WBC 03.02.23. Mr C Wickenden provided the following written report:

*This meeting, held at Shute End, was to discuss the final report of the Village Centre Regeneration project with the Executive and Highways Department of WBC. TPC and the consultants (PJA) were present at the meeting.*

*The report was generally well supported although no further commitment to the outlines solutions or to further funding were forthcoming. The Highways Department felt that more work was required to establish the impact of closing or reducing through traffic from the western entrance of London Road. The Flow data was not felt to be adequate to support the proposal and more work would be needed. In addition the executive felt that it would be necessary to establish the efficacy of all 3 phases before moving to deliver phase 1 of the project.*

*Accordingly if we wish to proceed with the project TPC will need to establish this extra data as WBC would not commit to providing funding although they will help with scoping the next stage of the project. A rough estimate of the work involved is 7 to 10 thousand pounds.*

***The committee will therefore have to decide how to progress and what to recommend to P&A as a course of action. It should be noted that it would not be advised to seek more expenditure without firmer commitments from WBC about support for the project if the new data continues to support the plan.***

## 10.4 Expenses:

- 10.4.1 Prior approval from awaited grant monies – Oneill Homer Consultants Fees - £1100.00 (net). It was proposed by Mr M Andrea, seconded by Mr R Abeywardana and unanimously agreed for the payment of the Consultants Fees to be made upon receipt of the grant monies.
- 10.4.2 For approval from grant monies – PJA Consultants Fees - £1000.00 (net). It was proposed by Mr R Mantel, seconded by Mr M Andrea and unanimously agreed for the payment of the Consultants Fees to be made.

## 11. Footway Lighting

- 11.1 Request to WBC for their reconsideration to take over the ownership of all Twyford’s Streetlamps (circulated). Committee to approve wording. Carried forward.

## 12. General Amenity Matters

- 12.1 Bins – Reinstatement of bin next to A4 footbridge. Carried forward.
- 12.2 Twyford Station - Charvil Off-Road Walking and Cycling Route – LUF application outcome (circulated). Noted.

## 13. Village Defibrillators

- 13.1 Relocating the defib device currently outside Twyford Barbers to Jubilee Corner. Deputy Clerk to chase. Carried forward.
- 13.2 The Circuit – Registration of Defibrillators (update). Deputy Clerk advised of the technical difficulties in registering the devices on the new system however, registration should be completed soon.

## 14. Twyford In Bloom

- 14.1 Twyford in Bloom – Report from meeting held 02.02.23. Mrs B Ditcham provided an overview of the meeting (Meeting notes can be found on the Parish Council website – [www.twyfordparishcouncil.gov.uk](http://www.twyfordparishcouncil.gov.uk))
- 14.2 Project Updates.
- 14.2.1 Turf Maze – Final costings for the project are still being sought. Carried forward.
- 14.3 To consider setting a budget of £450 for branding. It was proposed by Mr R Abeywardana, seconded by Mr M Andrea and unanimously agreed for the Deputy Clerk to arrange.

## 15. To Review the Planning & Amenities Report (circulated with the agenda). The report was reviewed & noted (Report can be found following item 17).

## 16. Correspondence circulated:

- 16.1 WBC – Apply for Household Support Fund to help with food or energy costs (circulated).

- 16.2 WBC – Land sought to meet needs of Gypsy and Traveller community (circulated).
- 16.3 BFRS – Have Your Say on the Future of Royal Berkshire Fire and Rescue Service (circulated).
- 16.4 WBC – Your chance to support campaign for fairer housing numbers in Wokingham Borough (circulated).
- 16.5 WBC – Developer agreements bring millions to improve Wokingham Borough's communities (circulated).
- 16.6 WBC – Government urged not to cut Wokingham Borough's bus funding lifeline (circulated).
- 16.7 WBC – How could we improve journeys around Wokingham Borough? (circulated).
- 16.8 WBC – Milestones reached for new Twyford library (circulated).
- 16.9 NHS – Share your views on the Integrated Care Partnership's strategic priorities (circulated).

It was requested for item 16.3 to be promoted via the Parish Council's social media. All other items of correspondence noted.

**17. Date of next meeting – Tuesday 7<sup>th</sup> March 2023. Noted.**

**Planning & Amenities Report**  
Tuesday 7<sup>th</sup> February 2023

**• Notices of Permission:**

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

- 222250 33 Gooch Close
- 223403 14 Woodpecker Close

TPC Comment

Twyford Parish Council's Planning & Amenities Committee wish to object on the grounds it would be an overdevelopment of the site.

- 223393 23 New Road
- 223312 178 Broad Hinton
- 223430 30 Colleton Drive
- 223601 18 Colleton Drive

TPC Comment

The plans show no hard standing for parking therefore the Planning & Amenities Committee wish to raise concerns due to insufficient off-road parking provisions.

- 223609 8 Llewellyn Park
- 223680 68 Springfield Park
- 223652 81 Wargrave Road

TPC Comment

Twyford Parish Council's Planning & Amenities Committee wish to object to a new residence within a garden as it could set a precedent for other developments.

**• Other planning matters**

- Enforcement Notification from WBC as at 01.02.23 (circulated).
- 19 Sycamore Drive – Application for works to protected tree(s) 1559/2016, T1, Oak – Crown reduction by approximately 2m and crown lift secondary growth to provide approximately 5m clearance from ground level and remove major deadwood (Information Only).

- Electricity Supply** - new contract agreed with the Chair & Vice Chair 30.01.23 under delegated authority. Price is conditional of payment by direct debit.

	Current Charges		12 Month Contract
	1st Nov to 31st March	1st April to 30th September	1st October
Continuous (A)	£4.63/mth (standing charge)	£4.72/mth (standing charge)	£5.42/mth (standing charge)
2000050341026 FiTs	79.688p/kwh (unit charge)	53.442p/kwh (unit charge)	39.697p/kwh (unit charge)
	0.724	0.827	0.909
Dawn to Dusk (B)	£4.63/mth (standing charge)	£4.72/mth (standing charge)	£5.42/mth (standing charge)
2000027521009	77.154p/kwh (unit charge)	54.070p/kwh (unit charge)	39.883p/kwh (unit charge)
	0.827	0.827	0.905

- **Neighbourhood Plan**
  - Minutes from the Working Group Meeting (06.02.23) & Sub-Committee Meeting (07.02.23) to be circulated & approved within the next Sub-Committee Meeting.
  - Next Meetings:
    - Working Group – 06.03.23 (TBC).
    - Sub-Committee – 07.03.23 (TBC).
- **General Amenity Matters:**
  - Air Quality Steering Group Minutes 18.11.22 & 20.01.23 (circulated).
  - Air Quality Steering Group Defra Project Report 18.11.22 (circulated).
  - Air quality. Awaiting date of next meeting from WBC.
- **Village Maintenance:**
  - 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.
- **Highways**
  - Highways Meetings (held on the 1<sup>st</sup> Friday, quarterly) – Next meeting to be held 5<sup>th</sup> May 2023. Previous meeting notes available on Twyford Parish Website ([www.twyfordparishcouncil.gov.uk](http://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 (Christmas Tree at Bell Corner) – W2346232. WBC have resolved the issue – No further actions needed.
  - Fly-tipping (Estate Agents sign at Polehampton Close) – W2346233. WBC have instructed the estate agents to remove the sign.

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).
  - 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.

Expenditure approved under Financial Regulation 4			
Description	Budget	Amount	Approval
Defibrillator Pads x4 (Bell Corner (main & spare) & Longfield Road (main & spare))	Defibrillators	£232.00 (net)	Clerk

**Meeting Closed at 21:01**