

## TWYFORD PARISH COUNCIL

### Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 6<sup>th</sup> June 2023 at 7:45pm.

**Present:** Mrs B Ditcham (Chair), Mr C Wickenden (Vice-Chair), Mr M Alder, Mrs E Ashley, Mr F Newman & Mrs H Winder.

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

1. **Appointment of Chairman.** Mrs B Ditcham was proposed by Mr F Newman and seconded by Mr C Wickenden. Motion carried unanimously.
2. **Appointment of Vice Chairman.** Mr C Wickenden was proposed by Mrs B Ditcham and seconded by Mr F Newman. Motion carried unanimously.
3. **Public Questions** – None.
4. **Apologies** – Mr M Andrea.
5. **Declaration of interest in items on the agenda** – None.
6. **Dispensations** – None.
7. **Minutes**
  - 7.1 Minutes of the meeting held on 2<sup>nd</sup> May 2023 – Approval of the minutes as a true and accurate record. Proposed by Mr C Wickenden, seconded by Mr M Alder, carried nem con.
8. **Matters arising and action points.**
  - 8.1 Councillor Training – Planning Matters. Deputy Clerk sent out training notes from a previous session. Future training options to be explored and offered.
9. **Planning Matters - Current List**
  - 9.1 231014 142 Wargrave Road – No comment.
  - 9.2 231068 20 Byron Close – No comment.
  - 9.3 231178 50 Hurst Road – No comment.
  - 9.4 231103 9 Westview Drive – No comment.
  - 9.5 231099 34 Station Road – No comment.
  - 9.6 231100 14 Station Road – No comment.
  - 9.7 231008 79 Hurst Park Road – No comment.
  - 9.8 231226 2 Kingfisher Court – Twyford Parish Council wish to raise concern regarding excessive noise to neighbouring properties generated by the music room.
10. **Neighbourhood Plan**
  - 10.1 Twyford's Neighbourhood Plan –
    - 10.1.1 To note the date of the Referendum as Thursday 6<sup>th</sup> July 2023. Noted.
    - 10.1.2 To note events Twyford Parish Council wish to attend to allow residents to look at the Plan and ask questions on the lead up to the referendum (volunteers needed to man the stall):
      - \* Twyford Beer Festival – 10.06.23  
(Mr C Wickenden, Mrs B Ditcham, Mr F Newman & Mr M Alder).
      - \* Colleton School Fete – 24.06.23  
(Mrs B Ditcham & Mr M Alder).
      - \* Donkey Derby – 18.06.23  
(Mr C Wickenden, Mrs B Ditcham & Mrs E Ashley).
      - \* Outside Waitrose (10am to 12pm) – 01.07.23  
(Mr C Wickenden).
    - 10.1.3 Delivery of leaflets – Volunteers needed. Deputy Clerk to ask for volunteers.
  - 10.2 Expenditure:
    - 10.2.1 Banners X10 – Printing costs £42.36 each plus £8.50 delivery (£432.10). It was proposed by Mrs E Ashley, seconded by Mr F Newman, and unanimously agreed for the Deputy Clerk to continue with the purchase of the banners.
    - 10.2.2 Leaflets – Approximate printing costs £150. It was proposed by Mrs E Ashley, seconded by Mr F Newman and unanimously agreed for the Deputy Clerk to continue with the purchase of the leaflets.
    - 10.2.3 Policy Boards X18 (A3) – Printing costs £54 plus £12.50 delivery (£66.50). It was proposed by Mrs E Ashley, seconded by Mr F Newman, and unanimously agreed for the Deputy Clerk to continue with the purchase of the policy boards.

- 10.2.4 Hard Copy of the Neighbourhood Plan X2 (approximate printing costs) – £96.50 (Soft Copy - £55.50). It was proposed by Mrs E Ashley, seconded by Mr F Newman and unanimously agreed for the Deputy Clerk to continue with the purchase of the soft back books (£55.50).
- 10.2.5 Hard Copy of the Design Code X2 (approximate printing costs) – £96.50 (Soft copy – £55.50). It was proposed by Mrs E Ashley, seconded by Mr F Newman and unanimously agreed for the Deputy Clerk to continue with the purchase of the soft back books (£55.50).
- 10.3 To dissolve the Neighbourhood Plan Working Group with immediate effect. The motion to dissolve the Neighbourhood Plan Working Group was proposed by Mr F Newman, seconded by Mrs H Winder and unanimously approved. Deputy Clerk to send a note of thanks.
- 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.
- 11.2 TPC owned streetlamp checks – Update on Councillor reports & reallocation of responsibilities. Reallocation of streetlamp check responsibilities completed. Next inspections due in October 2023.
- 12. Twyford In Bloom** – Update. Mrs B Ditcham provided an overview of the Working Group Meeting held on the 1<sup>st</sup> June and advised the Committee of the wheelbarrow displays that will be completed by local businesses, clubs & organisations, and form part of the judging route. Mrs B Ditcham also advised the Committee of the judging date:
- Tuesday 14<sup>th</sup> July – Thames & Chilterns in Bloom 2023 (various locations throughout the village).
- 12.1 Expenses
- 12.1.1 WBC Licence Renewal to “construct over the highway” (Hanging Baskets) – £45. The expenditure was proposed by Mrs H Winder, seconded by Mr C Wickenden, and unanimously agreed.
- 13. To Review the Planning & Amenities Report** (circulated with the agenda). The report was reviewed and noted (Report can be found after item 14).
- 14. Date of next meeting – Tuesday 4<sup>th</sup> July 2023.** Noted.

## Planning & Amenities Report

Tuesday 6<sup>th</sup> June 2023

- **Notices of Permission:**

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

- 230372            19 Winchcombe Road
- 230269            69 Springfield Park
- 230358            26 New Road

- **Notice of Withdrawal:**

- 223593            Land to the North of the A4, New Bath Road

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.

- **Neighbourhood Plan:**

- Minutes from the Sub-Committee Meeting (06.06.23) to be approved within the next Sub-Committee Meeting.
- Next Meetings:
  - Sub-Committee – 04.07.23

- **General Amenity Matters:**

- Enforcement notification from WBC as at 03.04.23 & 02.05.23 (circulated).
- Air Quality Steering Group – Minutes of 28.04.23 (circulated).
- Air quality. Awaiting date of next meeting from WBC.
- Bins – Reinstatement of bin next to A4 footbridge. With WBC for consideration.

- **Highways**

- Highways Meetings (held on the 1<sup>st</sup> Friday, quarterly) – Next meeting to be held 4<sup>th</sup> August 2023. Previous meeting notes available on Twyford Parish Website ([www.twyfordparishcouncil.gov.uk](http://www.twyfordparishcouncil.gov.uk)).
- 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. Site visit to be conducted in April 2023.

- 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. Site visit to be conducted in April 2023.
- 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. Further location information to be supplied to WBC.
- Fly-tipping (Estate Agents sign at Polehampton Close). BT have removed the sign. No further actions.
- Missing parking sign from the small car park along the Wargrave Road. Reported to WBC 14.03.23 (W2348677).
- Resident's request for the bench outside the Almshouses to be repaired/replaced. With WBC for investigation.
- Damaged 'Turn Your Engine Off' signs – Reported to WBC 2022.
- Overflowing Bin – Outside Waitrose – Reported to WBC 09.05.23 (W2351671).
- Overflowing Bin – Tesco Alley – Reported to WBC 09.05.23 (W2351672).
- **Village Defibrillators**
  - The Circuit – Registration of Defibrillators ongoing.
  - Product Recall – System upgrades to take place (information circulated).
- **Twyford in Bloom**
  - Twyford in Bloom – Next Meeting TBC. Previous meeting notes available on Twyford Parish Website (<https://www.twyfordparishcouncil.gov.uk/council/meetings/twyford-in-bloom-meetings/>)
- **Footway Lighting**
  - Lamp 73 Brook Street (**TPC**) – Fault logged with SSE 29.03.23. Confirmation of repairs carried out received 04.04.23.
  - Lamp 187 Amberley Drive (**TPC**) – Fault logged via WBC 18.04.23. Confirmation received that lamp is fully operational 18.04.23. No further actions.
  - Lamp 4, Wargrave Road (**WBC**) – Fault logged 12.09.22 (W2241046). Confirmation received that lamp is fully operational. No further actions.
- **Correspondence circulated:**
  - TRHA – April newsletter (circulated).
  - WBC - Money to help with food, energy, bills, and other essentials (circulated).
  - TRHA – May newsletter (circulated).
  - WBC – Villagers urged to help shape Ruscombe's community vision (circulated).
  - Resident's Correspondence - What has happened to the CPR machine outside the barbershop in Twyford? (circulated along with a copy of the response).
  - Resident's Correspondence – LGBT hate stickers (circulated).
  - Resident's Correspondence – Public defecation (circulated).

Items to be carried forward:

- **General Amenity Matters.**
  - Fibre broadband roll out - Report (Deputy Clerk).
- **Footway Lighting**
  - Lamp 101 Longfield Road (**TPC**) – Column removed due to being unstable following excavations. Awaiting reinstatement.
  - Lamps 183 (ORD2300795) & 185 (ORD2300797) Amberley Drive (**TPC**) – Fault logged 18.04.23 via WBC. Inspection found SSE fault – Target date 29.06.23.
  - Lamp 179 (ORD2300850) Amberley Drive (**TPC**) – Fault logged 25.04.23 via WBC. Inspection found SSE fault – Target date 29.06.23.
  - Lamp 201 (ORD2300919) Kibblewhite Crescent (**TPC**) – Fault logged 09.05.23 via WBC.
  - 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
Turf Labyrinth	Twyford in Bloom	£1000	Clerk

**Meeting Closed at 20:26**