

Twyford Parish Council Minutes of the Meeting of the Council

Meeting held at the Twyford Room, Loddon Hall, RG10 9JA on Tuesday 25th July 2023 at 7:45 pm.

Present: Mr J Bowley (Vice-Chairman), Mrs E Ashley, Mr M Bray, Mrs B Ditcham, Mrs J Jagger, Mr F Newman, Mr C Wickenden, Mr T Winchester & Mrs H Winder (from item 6 onwards).

In attendance: Mr S Conway - Borough Councillor and 1 member of the press.

Clerk present: Mrs L Moffatt (Clerk).

1. **Public Questions** – No public questions.
2. **Apologies.** Mr M Alder, Mr J Jarvis, Mrs L Jarvis & Mrs S Wisdom.
3. **Declaration of interest in items on the agenda** – none.
4. **Dispensations** - none.
5. **Minutes of the Annual Meeting of the Council held on Tuesday 23rd May 2023**
Proposed Mr M Bray, seconded Mr C Wickenden to approve the minutes as a true and accurate record. Motion carried nem con.
6. **Presentation on the work of CLASP** – Debs Morrison, Lorna McLaren and Timothy Murgatroyd
Councillors listened to a presentation on the work of CLASP. The organisation is a self-advocacy group for people with learning disabilities in the Wokingham Borough. CLASP is a user led organisation. They help members have a say about local services. They spoke about funding and their aspirations for a community kitchen, better housing options and improved transport.
7. **Matters Arising** – Mrs Ashley asked for a volunteer to attend the next Northern Parishes Communication Group on 27.09.23 19:30 at Burattas on her behalf. Clerk to email all councillors. [Note: Mr F Newman volunteered to represent the Council]
8. **Borough Council Matters** A report by Mr S Conway had been circulated.
Mr S Conway reported on his regular communications with Rt Hon Michael Gove on housing numbers. Would the Parish Council consider writing to Rt Hon Michael Gove on this matter? WBC have to take the decision whether to plan for the full housing figure or discounted housing numbers in the Local Plan. He reported that the Wokingham Borough Council are currently at Regulation 19 stage and are looking at the viability of the sites along with balancing highways improvements, biodiversity net gain, carbon neutral homes and affordable social housing.
There were no reports from Mr L Ferris or Mr W Smith.
9. **Liaison with Ruscombe Parish Council** – Mr P Cassidy, Ruscombe Parish Council had given his apologies however he had reported that RPC might be interested in contributing towards the EV charger points being considered for the Loddon Hall car park..
10. **Reports and to receive any recommendations from committees**
Minutes are available on the website.
 - 10.1.1 Planning and Amenities Committee 06.06.23 & 04.07.23 - no further report.
 - 10.2 Neighbourhood Plan sub-committee 06.06.23 & 04.07.23 – Mr C Wickenden reported on the Neighbourhood Plan referendum and formal adoption by WBC. The working group and sub committee is likely to be dissolved however discussions need to take place on how the content of the plan can be delivered. This might involve working groups and a new subcommittee.
 - 10.3 Parish Lands Committee 13.06.23

Mr M Bray reported on the minutes highlighting the appointments of Chair and Vice Chair. He also reported on offensive graffiti, video evidence of which has been passed to the police.

[Skate Park Working Group 27.06.23 & 10.07.23]

[Stanlake Pavilion Working Group 20.06.23 & 17.07.23]

Expenditure for consideration – a proposer and seconder is required:

10.3.1 EV charging point £4,485 contribution for installation (not within budget) – The quote, information from supplier on charging and data sheet on the charger was available for councillors in the shared folder. Information on the charges are to be put to the Parish Lands Committee to consider.

10.3.2 Tree works overhanging the Doctors surgery car park £550 (not within budget) Proposed Mr C Wickenden, seconded Mrs B Ditcham to **RECOMMEND to Full Council** £550 for tree works. Motion carried unanimously.

10.4 Finance and General Purposes Committee 18.07.23

Mr C Wickenden reported on the minutes highlighting the appointments of Chair and Vice Chair.

10.4.1 The committee **RECOMMEND to Full Council** an additional screen at a cost of £109.99 for use by the Deputy Clerk. Motion carried unanimously.

10.4.2 The committee **RECOMMEND to Full Council** purchase of two mobile phones costing £24.30 each per month (24 month contract). Motion carried unanimously.

10.4.3 The committee **RECOMMEND to Full Council** a replacement laptop for use by the Deputy Clerk costing £516.49. Motion carried unanimously.

10.4.4 The committee **RECOMMEND to Full Council** to go to tender with the skate park (value £200,000). Motion carried unanimously.

[Note: the funds are not being approved at this stage]

10.5 Community Events and Engagement Committee 11.07.23

Mr M Bray reported on the minutes highlighting the appointments of Chair and Vice Chair.

11. Other representative reports

11.1 Meet your councillor session 10.06.23 & 08.07.23. The June session had been cancelled due to councillors joining Neighbourhood Plan members attending the Beer Festival. Mr F Newman reported on the July session. A representative from Ruscombe Parish Council had also attended. Two queries had been made, one on the cutting of the hedges and another on station parking.

12. Clerk's report

12.1 Councillor presentation – to be carried out at the fete – noted.

12.2 Cycle September – Councillors are encouraged to join the page and log any cycle rides as part of the My Journey initiative to encourage cycling.

12.3 There has been a change of contractor for some of the ground maintenance and staff issues with the contractor has resulted in some hedges not being cut as hoped.

12.4 The visit of the Twyford in Bloom judges was successful and the clerk thanked Councillors involved with the tour as well as those that helped with the displays and refreshments. There were a large number of wheelbarrows along the route which had been imaginatively decorated by clubs, businesses and individuals along the route.

13. Strategic action plan – to consider any preparation for the Facilitated Action Planning session on 20.09.23 & to consider plans for capital projects.

Mr C Wickenden reported on a number of projects to be included in the plan such as: Village Regeneration – traffic survey; Library – phase 2; Stanlake Pavilion; Active Travel; EV infrastructure. Councillors need to consider any other projects and the session on 20th September is aimed to start the process of forming a plan for the 4 year term of the Councillors and beyond.

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

15. Retrospective approval of the following:

Description	Amount	
First Aid – Coronation event	£555	Unanimously approved
Marquee hire – Coronation event	£75	Unanimously approved
Replacement laptop, mouse and screen (emergency expense)	£742.99	Unanimously approved

16. List of authorised payments List dated 24.07.23. Proposed Mr F Newman, seconded Mrs H Winder to approve the cheque list dated 24.07.23. Motion carried unanimously.

17. Correspondence – all noted

- 17.1 Connecting Communities in Berkshire
- 17.2 RPC Agenda Wednesday 7th June 2023
- 17.3 BALC Executive (circulated 20.06.23)
- 17.4 Connecting Communities in Berkshire – July
- 17.5 CCB Training Opportunities
- 17.6 Clerk & Officers Update Event - 13th September 2023

18. Dates of meetings:

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

Borough Parish Liaison Forum (JB)	26.07.23
7pm Shute End	
Neighbourhood Plan Sub Committee(7:15pm)	01.08.23
Planning and Amenities Committee (Plans only)	01.08.23
Annual Village Fete	19.08.23
Neighbourhood Plan Sub-Committee (7:15pm)	05.09.23
Planning & Amenities Committee	05.09.23
Ruscombe Parish Council 7:30pm	06.09.23
Meet Your Councillor session (Waitrose 10am-midday)	09.09.23
[Mrs E Ashley, Mr F Newman & Mr C Wickenden to attend].	
Parish Lands committee	12.09.23
Climate Change meeting (TEAMS)	13.09.23
Stanlake Pavilion Working Group	19.09.23
Facilitated action planning session (6pm)	20.09.23

{Note: Apologies from Mrs E Ashley}

19. Clerk remuneration (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 C Wickenden, seconded Mr T Winchester, carried unanimously. The public left the meeting.

Discussion took place on staffing matters and one recommendation is kept on a confidential set of minutes

20. Date of next Full Council meeting – 26th September 2023

Meeting closed at 21:12