

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 5th September 2023 at 7:45pm.

Present: Mrs B Ditcham (Chair), Mrs E Ashley & Mr F Newman.

Minutes: Mrs Lynn Povey (Deputy Clerk).

1. **Public Questions** – None.
2. **Apologies** – Mr M Alder, Mr M Andrea & Mr C Wickenden.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes**
- 5.1 Minutes of the meeting held on 1st August 2023 – Approval of the minutes as a true and accurate record. Proposed by Mr F Newman, seconded by Mrs E Ashley, carried nem con.
6. **Matters arising and action points.**
- 6.1 Action Planning Meeting – Discussion on potential items to be included within the meeting on the 20th September. The Committee will be putting forward the following suggestions:
 - Write and agreed a set of standard responses to planning applications that incorporates the Neighbourhood Plan policies.
 - Maintain and develop ‘In Bloom’ efforts.
 - To consider having greater involvement in Loddon Hall.
7. **Planning Matters - Current List.**
- 7.1 231832 57 Orchard Estate – Twyford Parish Council’s Planning & Amenities Committee wish to highlight the change to the street scene and request that should this application be approved that the actions outlined within the bat report are carried out.
- 7.2 231508 20 Waltham Road – No comment, subject to the Conservation Officer being in agreement.
- 7.3 231972 57 Broadwater Road – No comment, subject to the neighbours’ comments being taken into consideration and that the building regulations are adhered to.
- 7.4 231936 51 Broadwater Road – No comment.
- 7.5 232015 21 New Road – No comment.
- 7.6 232016 46 Brook Street – No comment.
- 7.7 232037 52 Hurst Park Road – No comment.
8. **Other Planning Matters**
- 8.1 231851 15 Waltham Road – Section 211 notification for works in a conservation area. G1, 5 x Monterey Cypress (Hedge) – Fell leaving low stumps. No comment.
- 8.2 230310 Land opposite 130-144 Wargrave Road – Informal hearing to take place at The Council Offices, Shute End, Wokingham, commencing at 10am on the 26th September 2023. Deputy Clerk to check availability of the Committee members.
- 8.3 232092 1 Kings Lodge, 42 Wargrave Road – Application for works to protected tree(s) TPO 754/1995, T2. T2, Sycamore – Crown lift to 5m above ground level. No comment.
- 8.4 232100 The Croft, 91 Wargrave Road – Application for works to protected tree(s) TPO792/1996, T15. T15, Lawson Cypress – Fell and replace. No comment.
9. **Neighbourhood Plan**
- 9.1 Minutes of the Neighbourhood Plan Sub Committee meeting held on 1st August 2023 – Approval of the minutes as a true and accurate record. Proposed by Mrs E Ashley, seconded by Mr F Newman, carried nem con.
- 9.2 Action Planning Meeting – Discussion on potential items to be included within the meeting on the 20th September. The Committee will be putting forward the following suggestions:
 - Village Centre Regeneration.
 - Active bike travel route.
 - To be involved with phase 2 of the new library.
 - Greening Twyford.
 - To investigate the possibility of a bridge to link the nature reserve near the Prince Bros site.

10. Correspondence

- 10.1 Nature Recovery in Berkshire – email from Rosie Street RBWM (circulated). Deputy Clerk to check Mr C Wickenden's availability.
- 10.2 Webinars now live – email from Rosie Street RBWM (circulated). Noted.
- 10.3 Volunteer Christmas gift (suggestion of cake idea) (circulated). Deputy Clerk to calculate the number of volunteers, liaise with the independent cafes to determine costs and report back to the Committee in October.
- 10.4 Resident correspondence – Lincoln Gardens. Deputy Clerk to respond the resident advising them to liaise directly with Wokingham Borough Council regarding any concerns relating to the current works.
11. **To Review the Planning & Amenities Report** (circulated with the agenda). The report was reviewed and noted (Report can be found after item 12).
12. **Date of next meeting – Tuesday 3rd October 2023.** Noted.

Planning & Amenities Report

Tuesday 5th September 2023

• Notices of Permission:

* Denotes applications that the Council has previously commented on.

- 231129 Twyford Tennis Club, King George Playing Fields
- 231519 Yorkland, Byron Road

*No comment however, Twyford Parish Council would like to raise awareness to point 8 on page 92 of the Twyford Design Guidelines and Codes document by referring to the following points:

1. Does the proposed design respect the character of the area and the immediate neighbourhood, and will it pose any adverse impact on neighbouring properties in relation to privacy, overbearing or overshadowing impact?

2. Is the roof form of the extension appropriate to the original dwelling (considering angle of pitch)?

3. Do the proposed materials match those of the existing dwelling?

4. Are there any proposed dormer roof extensions set within the roof slope?

5. Does the proposed extension respond to the existing pattern of window and door openings? 6. Does the extension offer the opportunity to retrofit energy efficiency measures to the existing building?

7. Can any materials be re-used in situ to reduce waste and embodied carbon?

- 231578 18 Springfield Park

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1. Does the proposed design respect the character of the area and the immediate neighbourhood, and will it pose any adverse impact on neighbouring properties in relation to privacy, overbearing or overshadowing impact?

2. Is the roof form of the extension appropriate to the original dwelling (considering angle of pitch)?

3. Do the proposed materials match those of the existing dwelling?

4. In case of side extensions, does it retain important gaps within the street scene and avoid a 'terracing effect'?

5. Are there any proposed dormer roof extensions set within the roof slope?

6. Does the proposed extension respond to the existing pattern of window and door openings?

7. Is the side extension set back from the front of the house?

8. Does the extension offer the opportunity to retrofit energy efficiency measures to the existing building?

9. Can any materials be re-used in situ to reduce waste and embodied carbon?

• Notification of application for minor variation of premises licence

- Premises: Thai Butterfly, 4-6 London Road, Twyford, RG10 9ER (Application no: PR0074), Representation/Observation deadline 29th August 2023 – No comment.

• General Amenity Matters:

- Enforcement notification from WBC as at 01.08.23 (circulated).
- Air quality. Awaiting date of next meeting from WBC.

• Highways

- Highways Report on outstanding issues (circulated).
- Missing parking sign from the small car park along the Wargrave Road. Reported to WBC 14.03.23 (W2348677). New sign installed. No further actions.

• Footway Lighting

- Lamp 203 Kibblewhite Crescent (TPC). With SSE - Target date for completion of works 03.09.23 (ORD2301476). Notification of works completed 24.08.23. No further actions needed.

• 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 12th October 2023. Previous meeting notes available on Twyford Parish Website (<https://www.twyfordparishcouncil.gov.uk/council/meetings/twyford-in-bloom-meetings/>)
 - The Thames and Chilterns in Bloom Annual Awards Ceremony will be held on the 27th September (Mrs B Ditcham, Mr M Bray, Mrs H Winder & Mr P Cassidy to attend).
- **Correspondence circulated:**
 - WBC – Moving traffic offences application approved by the Department for Transport (circulated).
 - TRHA – August Newsletter (circulated).
 - WBC – Twyford residents' vision to shape their community's future adopted (circulated).
 - Residents Correspondence – Planning consultant report on the revised 230 houses application (circulated).

Items to be carried forward:

- **General Amenity Matters.**
 - Fibre broadband roll out - Report (Deputy Clerk).
- **Footway Lighting**
 - Lamp 29 Waltham Road (**WBC**) – Fault logged. Target date for completion of works 21.08.23.
 - Lamp 202 Kibblewhite Crescent (**TPC**). With SSE - Target date for completion of works 03.09.23 (ORD2301476). Request for reinvestigation sent following notification of works having been completed on 24.08.23. New target date is 27.09.23.
 - Request to WBC for their reconsideration to take over the ownership of all Twyford's Streetlamps. Letter sent to WBC 05.07.23. Awaiting response.
 - 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
N/A	N/A	N/A	N/A

Meeting Closed at 20:36