

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 5th June 2018 at 7:45pm.

Present: Mrs B Ditcham (Chair), Messer's C Wickenden, M Alder, M Bray, J Jarvis & R Mantel.

Minutes: Lynn Povey (Assistant Clerk)

1. **Public Questions** – None.
2. **Apologies** - Mr M Boniface & Mr J Bowley.
3. **Election of Chairperson** – Mr R Mantel proposed that Mrs B Ditcham remained as Chair. Seconded by Mr C Wickenden. Motion carried unanimously.
4. **Election of Vice Chairperson** – Mr R Mantel proposed that Mr C Wickenden remained as Vice Chair. Seconded by Mr M Alder. Motion carried unanimously.
5. **Declaration of interest in items on the agenda** – None.
6. **Dispensations** – None.
7. **Minutes of the meeting held on 1st May 2018.**
Approval of the minutes proposed Mr J Jarvis, seconded Mr M Alder. Motion carried nem con.
8. **Matters arising and action points**
 - 8.1 Relocation of Village Centre Noticeboard – All approvals received. Installation quote of £60+VAT received. Unanimously approved. Clerk to arrange installation on Apsley House.
 - 8.2 Letter to residents of Ruscombe Down - There was general agreement that the committee would consider paying for a pathway extension to be installed. Owner happy to consider the proposal. Meeting took place between Mrs B Ditcham, Mrs L Povey (TPC) and Mr Gareth Wiseman from WBC to gauge possibility. Mr Wiseman did not feel that our request was impossible and has passed the details on to the Traffic Management team to investigate further. The Traffic Management Team have stated that the installation of a footway is not practicable due to the trees. Clerk to ask WBC for a further explanation.
 - 8.3 Correspondence from Cllr David Lee. The Clerk acknowledged and replied to Cllr Lee on 26/2/18. Response from Cllr Lee received 26/4/18, stating he will arrange a meeting with the Parish Council after the elections. Clerk to liaise with Cllr S Munro to arrange a meeting date.
- 9.0 **Planning Matters**
 - 10.1 **Current List**
 - 10.1.1 Householder Prior Notification – None.
 - 10.1.2 172704 38-42 Hurst Road (land to the rear) - Concern of the amount of development in a zone2/3 area. What are the plans for flood defences & query climate change?
 - 10.1.3 180865 29 Longfield Road – No comment.
 - 10.1.4 181016 60 Wargrave Road - No comment.
 - 10.1.5 181017 1 Kibblewhite Crescent - Strong concern that this could be made into a separate dwelling, parking issues on a very busy bend and that it would be an overdevelopment of the site.
 - 10.1.6 181054 58 Hurst Road - Query as to why was the original plan changed? Will the new proposal meet all environmental needs?
 - 10.1.7 181092 Arosa, Willow Drive - No comment.
 - 10.1.8 181111 Riverways Farm, New Bath Road – No comment.
 - 10.1.9 181135 132 Wargrave Road - Query as to if this is within the permitted greenbelt increase build percentage?
 - 10.1.10 181183 26 Byron Road - Concern that this would cause a terracing effect and change the street scene.
 - 10.1.11 181335 59 Hurst Park Road - No comment.
 - 10.1.12 181381 20 Jarvis Drive - Car park spaces as per the plans are impactable.
 - 10.1.13 181501 98 Hurst Road – No comment.
 - 10.2 **Notices of permission**

* denotes applications that the Council has previously commented on.

 - 10.2.1 180021 Loddon Park Farmhouse.
 - 10.2.2 180443 78 Wessex Gardens.
*(Concern) Unclear drawings – hard to tell by the plans how the light will be affected in the side window of the neighbouring property.
 - 10.2.3 180694 4 Old Mill Court.

- 10.2.4 180739 3 Jarvis Drive.
- 10.2.5 180740 46 London Road.
- 10.2.6 180862 Waitrose Ltd.
- 10.2.7 180943 52 Poundfield Way.
- 10.2.8 180963 16 Yewhurst Close.
- 10.2.9 180971 80 Hurst Road.
- 10.2.10 180882 23 Broadwater Road

* Query on land ownership as boundary on the plans submitted appear to be inaccurate. If this is the case, then an application is needed to the adjoining landowners.

10.3 Notices of refusal

- 10.3.1 180892 98 Hurst Road.

10.4 Notice of appeal – None.

10.5 Neighbourhood Plan meeting 05.06.18 - Notes to be circulated by Mr B Ditcham.

- 21 volunteers have signed up and will be invited to the 11th June meeting.
- Volunteers will be divided into 3 teams with 2 councillors on each.
- Sub-committee of Planning & Amenities to be formed/formalised. Need to elect a Chair, Vice Chair & members of the committee.
- Clerk to attend meetings on the 1st Tuesday of the month from 7pm going forward.
- A payment of £57.54 for a banner to help promote the Neighbourhood Plan at the Donkey Derby and for use at future events was unanimously approved.

10.5.1 Twyford Neighbourhood Plan – Referred the application for the Designation of a Neighbourhood Plan Area for Twyford Parish to the Full Council (27/3/18), signed and sent to Wokingham Borough Council for the attention Mr J McCabe. The executive committee at WBC are meeting on the 26th July to formalise our Neighbourhood Plan request. Noted.

10.6 Other planning matters

10.6.1 Changes – Feedback Session – Twyford Community Stakeholder Workshop (20/6/18). Mrs B Ditcham, Mr M Bray & Mr J Jarvis to attend. Clerk to request an agenda.

10.6.2 Notification of application for new premises licence by Haweli Tandoori Restaurant. Noted.

10.6.3 Request for meeting with the Neighbourhood Plan Group. Clerk to arrange a meeting with Finchampstead Councillors.

11. Footway Lighting

11.1 Repair and fault report – None.

11.1.1 Lamp 42 (Orchard Estate) – Resident advised us that this light is not working. WBC advised of fault on 21/5/18. Confirmation of the repair having been actioned received on 5/6/18. Noted.

11.1.2 Longfield Road street lamp – Site visit on 22/3/18 between WBC & Resident advising how much area around the hedge needs to be cleared allowing the lighting updates to be carried out. The tree surgeon carried out partial removal as agreed on 27/4/18. Clerk notified Mr David White at WBC on 30/4/18 that the tree works has been carried out. Mr White has arranged for the new LED lamp to be installed by the contractors on 11/6/18. Clerk to update committee in July.

11.1.3 Twyford Works Inventory – Before payment is made to WBC for changing the street lamps to LED, councillors were asked if they'd like to check to ensure lamps have changed. Clerk to resend list to councillors of what roads they are to check. It was agreed that all checks should be carried out by the end of July 2018.

12. General Amenity Matters

12.1 Website Update – Mr C Wickenden & Clerks will continue to work on the website.

12.2 Gateway signage – Clerk has requested a quote from WBC for the farmgate style gateways in the 2-meter size on 27/2/18. Meeting between Mr Murphy from WBC, Mrs B Ditcham & Mrs L Povey on 04/04/18 to discuss & move forward. Mr Murphy has provided a rough quote excluding installation cost of £6,382.74 for the gateways. It was agreed to wait for an accurate and complete quote to be received before any further action is taken. Clerk to speak to Hurst Parish Council Clerk to find out costings for their gateways.

12.3 Car park hanging basket posts – Official consent gained from the landowners. Consent also granted from Highways and Streetworks & Traffic management team. Posts ordered, awaiting delivery & installation. Noted.

12.4 Order for 25 hanging baskets and 11 lamp-post brackets has been placed with Mr D Moss of Window Flowers (budgeted for £1900 – 25 baskets & 11 brackets = £1850). Mrs B Ditcham met with Mr P Cassidy & Mr D Moss and have agreed the locations of the hanging baskets this year. Noted.

12.5 Session on Waste & Recycling – Mr R Mantel attended. Mr Mantel informed us that Re3 spoke about the food waste caddies that will be brought out in April 2019 – households will receive 2 caddies, 1 for inside the home & 1 larger one for outside.

12.6 Clock – Clerk is still waiting for a quote from the clock makers to change the bulb in the Jubilee Clock to a LED one. Carried forward.

12.7 Air quality action plan – Report circulated on 11/4/18. No further updates. Noted.

13. Village Maintenance

13.1 Speed sign on Wargrave road not working for northbound traffic – reported 2/1/18. WBC informed us that it may need replacing and due to the cost, this would not happen unless there was an accident. Clerk to inform WBC of the committee's disappointment and to try to get a resolution.

13.2 Tidying up Polehampton School House as part of Twyford in Bloom. Polehampton Charities replied to our letter to assist with maintenance – they support this in principle but require costings etc. Clerk to liaise with Gordon Storey for costs.

13.3 Mallard Close, Twyford (Road Sign). WBC notified that this needs repairing/replacing on 23/5/18. Awaiting action. Noted.

13.4 Quality of grass cutting. A couple of complaints regarding the quality of the grass cutting within the village. WBC is aware. Noted.

13.5 Twyford in Bloom. This was reported at Full Council. Noted.

14. Highways

14.1 A4 past Hare Hatch near Castle Royle always gets badly flooding in heavy rainfall. Response received from Mr E Napper stating that there is a fault with the gully outlet. A works order has been placed to repair this & to also clear the ditches. Noted.

14.2 Speedwatch volunteers. Mrs T Ramsden, Mr R Mantel, Mr M Bray & Mr C Wickenden to register interest. Noted.

15.0. Correspondence circulated by email:

15.1 Instructions to draw up CAT lease for Loddon Reserve (circulated 3/5/18). Noted.

15.2 Press release from re3 – re3grow compost is now on sale at the re3 Recycling Centres (circulated 8/5/18). Noted.

15.3 Clerks Forum – Street lights (circulated 8/5/18). Clerk to investigate & take to next meeting.

15.4 Wokingham Borough Council Planning Consultation - ref: 181312 (circulated 10/5/18 & 30/5/18)). Noted.

15.5 Review of statement of gambling principles & statement of licensing policy (circulated 10/5/18). Noted.

15.6 Press release alert - re3 scoops top design and technology award at Awards for Excellence in Recycling and Waste Management (circulated 16/5/18). Noted.

15.7 Neighbourhood plan (University of Reading event) (circulated 21/5/18). No committee members able to attend.

15.8 Wokingham Borough Council Planning Consultation - ref: 181338 (circulated 22/5/18). Noted.

15.9 Evening and Overnight Road Closure - Reading Road - Thames Water (circulated 22/5/18). Noted.

15.10 Major Projects Stakeholder Engagement Meeting - May 2018 (circulated 22/5/18, 23/5/18 & 31/5/18). Mrs B Ditcham, Mr M Bray & Mr J Jarvis to attend. Clerk to request agenda.

13.0 Date of next meeting – Tuesday 3rd July 2018.

Meeting Closed at 21.29