

**Minutes of a meeting of the Parish Lands Committee held at Stanlake Pavilion, Twyford on Tuesday 11<sup>th</sup> September 2018 at 7.45pm.**

**Present:** Mr J Bowley (Chairman), Mrs E Ashley, Mr M Bray, Mrs J Duffield, Mr D Fergusson, Mrs L Jarvis, Mrs T Ramsden & Mr T Winchester.

**Assistant Clerk:** Mrs L Povey.

**1. Public Questions.** None.

**2. Apologies.** Mr R Mantel.

**3. Declaration of interest in items on the agenda.** Mr M Bray & Mrs T Ramsden declared an interest in the allotments & as members of the Twyford & Ruscombe Horticultural Association.

**4. Dispensations.** None.

**5. Minutes of the meeting held on 10<sup>th</sup> July 2018.** Approval of the minutes proposed Mr D Fergusson, seconded Mrs J Duffield, motion carried nem con.

**6. Matters arising.**

6.1 Superintendent Shaun Virtue to attend the 9<sup>th</sup> October meeting. Noted.

**7. Monthly reports on Parish Lands maintenance:**

7.1 Village Ranger - Usual litter collection and helped with preparations for the Fete. Jobs outstanding include getting a quote for a replacement mower, installing London Road allotment handrail, Hurst Road padlocks and keys, burial ground border edging and list of snagging problems following the Stanlake Pavilion inspection.

7.2 Park Warden - usual patrols, helped with fete preparation and displaying posters on noticeboards.

7.3 Clerk's report – the travellers broke into Stanlake Meadow on Thursday 16<sup>th</sup> August. New padlocks and chains were purchased at a cost of £145.75, they are slightly more robust and have been secured tightly to make cutting through with an angle grinder more difficult. As the village fete was scheduled for the Saturday the police were proactive in persuading the travellers to move on that day. The clerks had completed the usual process in serving notices to each caravan. Both upright bollards are damaged with one being unusable. A quote is being sought for automatic rising bollards and contact has been made with WBC to discuss other options. A meeting has also been arranged with Band Systems (local alarm/cctv company) on 20<sup>th</sup> September to discuss any ideas they may have to make the gates more secure and contact has been made with a local tree surgeon about the possibility of placing an obstruction across the gate nearest the railway line. The cleaner took all her holiday entitlement over the summer and a temporary cleaner was employed at a cost of £100.

**8. Allotments.**

8.1 Activities on allotments and possible revision of agreement. The following statements were proposed by Mr T Winchester, seconded by Mrs E Ashley. Motion carried unanimously:

- Any animals must always be kept in appropriate and well-maintained conditions and by having due regard to the welfare to the aforementioned animals.
- Tenants shall not conduct any activities that are illegal, immoral or are likely to bring the council into any disrepute.

Clerk to write these statements into the allotment agreement.

8.2 Allotment Management Guidelines (TR). Carried forward.

8.3 Asbestos assessments (information circulated 16.7.18). Noted. Councillors are happy to leave it currently following the report from an inspector.

8.4 Tree Inspection (feedback from Clerk's forum 11.07.18). Clerk to follow up and get a formalised quote.

## **8.5 Hurst Rd**

8.5.1 Number available & further inspection. 21 letters were sent to plot holders, 16 plots are being monitored and 5 agreements have been terminated. The number of available plots currently are 11.

8.5.2 Winnersh resident request for allotment. Approved. Clerk to arrange allotment viewing, paperwork & payment instructions.

8.5.3 Hurst road dip – TATA are happy to distribute scalplings. Mrs L Jarvis to ask Mr J Jarvis to gauge how much material is required. Clerk to then get quotes and present details in October.

8.5.4 WBC land by bench (TR) – would TPC consider taking on ownership to use as a wildlife/wildflower area? Councillors happy for this to be investigated. Clerk to contact WBC asking if they would donate the land to TPC enabling us to enhance the area, make it a community project, use in Twyford in Bloom and promote biodiversity through the development and implementation of sustainable environmental projects that inspire others to care for the natural world around them.

8.5.5 Donation of 3 Rowan trees to be planted at the allotments (request received via email on 4/8/18) – Mrs T Ramsden proposed that we allow the local resident to have these trees planted in memory of her late husband. Seconded by Mr M Bray. Motion agreed unanimously. Mrs T Ramsden to liaise with the resident.

8.5.6 Pitting pool/bog garden/pond (TR) – TATA & the Heritage History Society applied for a Dorothy Morley conservation award. Unfortunately, they were not successful however, the judge praised the team for their knowledge & work so far and encouraged them to try again in 2020 when the judging next takes place. Mrs T Ramsden was asked by the committee to get together costings & to provide the council with the details as to what is required for the completion of this project in October.

8.5.7 Plots 19B & 20B – Clear up needed (MB). Mr M Bray explained that there are a lot of animal housing units remaining on the plot as well as general waste. He has also come across the remains of a few chickens and within a small pond area found 2 live terrapins. The RSPCA were called on 6/9/18 and were collected by one of their animal welfare officers. Mr M Bray asked permission for himself & TATA to begin clearing the site. The Councillors passed their approval for Mr M Bray to do this. Mrs T Ramsden stated that the wood from the housing could be used for a Guiding Bonfire which is usually held on her allotment. The Councillors agreed this in principle however asked Mrs T Ramsden to send a formal request to the Clerk for this event. Clerk to bring request to the October meeting.

## **8.6 London Rd**

8.6.1 Number available & further inspection. 1 letter was sent to a plot holder and 3 plots are being watched. There are currently 3/4 vacant plots.

8.6.2 Skip – request for an additional skip (cost £349). Proposed by Mr T Winchester & seconded by Mrs T Ramsden. Motion carried unanimously. Clerk to make arrangements.

8.6.3 Metal container. Clerk advised the committee that a metal recycling company is happy to come and collect the container if the refrigeration unit has been removed. This will then be weighed, and the proceeds returned to the council. Mrs T Ramsden said she would arrange TATA will send out a message advising allotment holders to place any metal no longer needed within the container by 29/10/18. The committee were happy with this. Clerk to arrange collection of the unit for the end of October.

8.6.4 Maidenhead resident request for an allotment. Approved. Clerk to arrange paperwork & payment instructions.

8.6.5 TRHA letter – boundary fence & trees/ivy. Carried forward. Clerk to find lease & take photos of the area for the October meeting. Mr M Bray has keys for the horticultural shed area if required.

## **9.0 Millennium Garden, Jubilee Corner, Burial Ground & War Memorial.**

9.1 Report on cremations & burials. None to report. Noted.

## 9.2 Report on memorials

John Albert Hayman (additional inscription)

William Henry Cox

Monica Joan Cox

The Councillors acknowledge this.

9.3 To consider having a Christmas tree on Jubilee Corner – tree light quotes. The committee agrees to the Christmas Tree in principle. Clerk to contact Bill Evans via Gordon Storey to accept the offer of the lights. The committee agree to funding the new socket. Clerk to contact Amy Goodall-Smith of Goodall-Smith Wealth Management to see if she would like to sponsor/part sponsor the tree following a discussion about supporting local projects.

## 10.0 Bell Corner

10.1 Rowan tree. Clerk to clarify where the Rowan Tree is exactly & to ascertain ownership. Clerk is to also take photos of the tree and if it is looking sickly then to get quotes if on Parish Land otherwise Clerk to contact WBC advising them. Clerk to report back to the committee in October.

## 11.0 KGV

11.1 Resident gate access (licence). Mr D Fergusson & Mr J Bowley stated that they are happy with the wording regarding the gate licence. Clerk to proceed.

11.2 CCTV – Clerk to meet with contact and obtain spec – carried forward.

11.3 Tennis Club – model 25-year lease. The solicitor's fees for the lease documentation as supplied by Wellers Hedley is for the sum of £950+vat. Clerk to check with Mr R Abeywardana to see if he feels this is reasonable. Twyford Tennis Club to approach Polehampton Charities &/or a local solicitor to see if they would consider supporting the club by paying for/completing the necessary paperwork. Commitment by the committee regarding the 25-year lease remains.

11.4 Replacement bins update – final costings being sought before order being placed. Carried forward.

11.5 Request for height bar over main gate. The Councillors stated that the gate should always be kept locked and currently see no evidence to suggest that a height bar is required.

11.6 Parish Lands Management Plan – update for Twyford in Bloom (circulated 18.06.18). All Councillors to read the documentation. Carried forward to October.

11.7 Aerial runway seat – this needs replacing sooner than anticipated- quote will be sought. Carried forward.

11.8 Bonfire carnival booking request – 27<sup>th</sup> October 2018 & 26<sup>th</sup> October 2019. Approved. Clerk to confirm consent with the event organisers.

11.9 Skate Park LED lights – Mr J Bowley has confirmed that the lights have been installed and are working. Payment of invoice can be made. Noted.

11.10 Concrete posts on outside of resident's fence. Clerk to liaise with the resident to resolve the problem. Clerk to find out date for the works from the resident and take photos of the area. Clerk to report back to the committee in October.

11.11 Tennis club – update on LTA funding application. Twyford Tennis Club advised that the LTA have taken away the original bid stating they are not taking on any new applications until 2019. The LTA have said however that the 'Growing the Game' fund is still open for applications. This fund covers grants for lights and loan for courts/hut. Twyford Tennis Club would need to remain part of the LTA and comply with all their legislations.

11.12 Skate park lights – cost to install a photocell. It was proposed by Mr T Winchester & seconded by Mrs J Duffield that the quote of £320 (ex-vat) be accepted for rewiring & installation of a photocell sensor at the skate park. Motion carried unanimously. Clerk to make arrangements.

11.13 Resident correspondence – bins in play area & graffiti on equipment. Noted. Clerk to write back to the resident explaining that our Ranger was on annual leave but will monitor the level of rubbish within that area & try to remove the graffiti.

11.14 Request for use of KGVR - Barnes fitness kids triathlon – Saturday 22<sup>nd</sup> June. Noted. No objections.

11.15 Request for use of KGVR – Barnes fitness kids duathlon – Sunday 12<sup>th</sup> May. Noted. No objections.

## **12.0 Stanlake Meadow**

12.1 Shared Access – Telecom proposal (information circulated 29.06.18). Councillors to read all correspondence relating to this matter. Clerk to clarify what the actions are and to discuss matter at the next Clerk's Forum to gain further details. Carried forward to October.

12.2 To agree wording on social media – police reluctant to use their section 61 powers on travellers. Carried forward.

12.3 Request of use of the pavilion for the 2019 elections – 02.05.2019. All agreed. Clerk to confirm booking.

## **13.0 Stanlake Pavilion**

13.1 Pavilion Extension – the surveyor carried out a survey on Tuesday 21<sup>st</sup> August. She will be meeting with the clubs and The Colleton and will attend the next meeting to also seek the Council's views/ideas. With this being the meeting with the sports clubs attend it could be a useful discussion. The surveyor next plans to attend the November meeting with plans. Noted. Carried forward.

13.2 Colleton School Lease (JJ/DF) – circulated to Mrs J Duffield 18.06.18. Carried forward.

13.3 Electricity price to renew contract. It was proposed by Mr D Fergusson, seconded by Mr T Winchester for the clerk to go ahead with the cheapest 1-year quote based on actual consumption. Clerk to liaise with Clare Elks (electricity broker) to request a current quote & to add as an agenda item for Finance to discuss suppliers going forward.

**14.0 Risk Assessments (Stanlake).** Carried forward.

## **15.0 Correspondence:**

15.1 Wokingham District Veteran Tree Association (WDVTA) will be holding a talk at Wokingham Library on Thursday July 19 from 10.30am (circulated 16.07.18). Noted.

15.2 TVERC 2018 Summer Newsletter (circulated 13.08.18). Noted.

15.3 Network Rail – funding for biodiversity projects in your parish (circulated 07.08.18). Noted.

15.4 Network Rail – funding for biodiversity projects in your parish (circulated 07.08.18). Noted.

15.5 Resident correspondence – Skate Park light timings. Noted.

15.6 Centenary Fields Legacy - saying "Thank You" to the World War I generation (circulated 13.08.18). Noted.

15.7 TVERC Autumn Recorders' Conference - Sat 29th September (circulated 13.08.18). Noted.

15.8 WBC Borough Plan Engagement – confirmation of date and request for Volunteers. Noted.

**16.0 Date of next meeting – 9<sup>th</sup> October 2018 at Loddon Hall.**

**The meeting closed at 9:57pm**