

## TWYFORD PARISH COUNCIL

### Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 7<sup>th</sup> January 2020 at 7:45pm.

**Present:** Mrs B Ditcham (Chair), Mr C Wickenden (Vice-Chair), Messer's J Bowley & R Mantel.

**Also present:** N/A

**Minutes:** Lynn Povey (Assistant Clerk)

1. **Public Questions** – None.
2. **Apologies** – Miss C Scull, Mr M Alder, Mr M Bray & Mr J Jarvis.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes of the meeting held on 3<sup>rd</sup> December 2019.**

Approval of the minutes as a true and accurate record. Proposed Mr R Mantel, seconded Mr C Wickenden, carried nem con.

#### 6. **Budgets and Precepts.**

Twyford In Bloom budget/precept of £200 added.

Annual Parish Meeting notice budget/precept reduced from £420 to £250 (see item 7.3).

##### Budget

It was proposed by Mr C Wickenden, seconded by Mr John Bowley and unanimously agreed for the budget amount of £11,600.00 be approved. Motion carried.

##### Precept

It was proposed by Mr C Wickenden, seconded by Mr John Bowley and unanimously agreed for the Precept amount of £8,600.00 be approved. Motion carried.

#### 7. **Matters arising and action points.**

##### 7.1 Assistant Clerks Report:

- Parish Lands have the Green Prescription Initiative on their agenda and are working on this project. To avoid duplication, suggestion is to remove this item from the Planning & Amenities agenda – The Committee agreed for the Assistant Clerk to remove this from the agenda.

7.2 Twyford In Bloom – To set up a Sub-committee/Working Group and agree a Terms of Reference. [Assistant Clerk note: If the Committee opts for a Sub-Committee, Committee members & budget to be agreed. If, however a Working Group is opted for committee members to be agreed and any expenditure to be recommended to Planning & Amenities]. Mr J Bowley proposed that Twyford In Bloom is run as a Working Group, seconded by Mr C Wickenden and unanimously agreed. Mrs B Ditcham & the Assistant Clerk to draw up the Terms of Reference.

7.3 To approve expenditure for the Annual Parish Meeting advert in RG10 (circulated 2/1/20). It was proposed by Mr C Wickenden, seconded by Mr J Bowley and unanimously agreed for the Assistant Clerk to arrange the printing of leaflets using the same product as last year (printing on light pink paper plus delivery (2019 costs – printing charge £120, pink paper £15, delivery £100)). Mr R Mantel then proposed that the 2020/21 precept amount of £420 is reduced to £250 based on previous amounts spent. This was seconded by Mr C Wickenden and unanimously agreed. Assistant Clerk amended the budget/precept amount accordingly (see item 6).

#### 8. **Planning Matters - Current List**

8.1 Householder Prior Notification

8.2 192907 96 Hurst Park Road – No comment.

8.3 193119 Penny House (formerly Kingsbridge House), Wargrave Road - The Committee wish for Wokingham Borough Council to consider the access & egress to the Wargrave Road & the access for the residents of Bell Court.

8.4 193173 7 Troutbeck Close – No comment.

8.5 193189 11 Amberley Drive – No comment.

8.6 193196 57 Wargrave Road – No comment.

8.7 193296 3 Station Terrace – No comment.

8.8 193308 Waitrose Ltd – No comment.

8.9 193312 2 Waltham Road – No comment.

8.10 193357 103 London Road – No comment.

## 9. Notices of permission

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

9.1 192930 76 Hurst Road – Noted.

\* Concern that the fenestration of the ground floor windows at the side of the property could cause loss of privacy for the neighbouring property suggest use of obscured glazing. The Committee also wish for it to be noted that the preapplication advice is not documented within the documents. As a result, the Committee are unable to see if has been reflected within the revised planning application.

9.2 192894 73 Colleton Drive – Noted.

9.3 192461 66 Wargrave Road – Noted.

9.4 192576 The Barn, 40 Wargrave Road – Noted.

9.5 192736 24 New Road – Noted.

**10. Notices of refusal – None.** Noted.

**11. Notices of withdrawal – None.** Noted.

**12. Notice of appeal – None.** Noted.

## 13. Neighbourhood Plan

13.1 Minutes from the Working Group Meeting (6/1/20) & the Sub-Committee Meeting (7/1/20) to be circulated. Noted.

13.2 Next Meetings:

Working Group – 2/3/20 at Stanlake Pavilion (19:30) – Noted.

Sub-Committee – 4/2/20 at Loddon Hall (19:00) – Noted.

13.3 Approval of any Neighbourhood Plan expenses.

- Assistant Clerks Overtime for the period 26/9/19 to 31/12/19 (£169.32). Proposed by Mr C Wickenden, seconded by Mr R Mantel and unanimously agreed.

## 14. Other planning matters

14.1 193309 Waitrose Limited – Application for advertisement consent for 1 no. internally illuminated logo panel and 3 no. non-illuminated vinyl fascia signs on new ATM bunker. The Committee have asked the Assistant Clerk to contact WBC and ask why this application is for information only considering the ATM application (item 8.8) came through as a consultation? The Committee also looked up this application on the WBC website and notes that it is open for consultation – If this is the case, why has it come to us as information only?

The Committee has also asked for any 'other planning matters' plans to be downloaded and included within the agenda pack going forward.

14.2 Borough Design Guide – Conservation area illumination sign rules (circulated 31/12/19). The Committee has asked the Assistant Clerk to chase planning enforcement at WBC regarding the external lighting of the Nail Bar and register a concern regarding the illumination of Shine Dentists.

## 15. Footway Lighting

15.1 Repair and fault report (2 New, 8 outstanding).

- Lamp 95, Hilltop Road (Actioned). Noted.
- Polehampton Close & Car Park (Actioned). Noted.
- Alley next to the Catholic Church (Actioned). Noted.
- Wargrave Road – exposed electrical box (Actioned). Noted.

15.2 Councillor streetlight checks reports. Carried forward for remaining reports.

15.3 Lighting reassessment – Is the level of lighting ok? The Committee felt that the level of lighting was good within the Village therefore no further actions needed on this point however there are certain roads within Twyford that the lights get turned off at mid-night. The Assistant Clerk has been asked to investigate if this scheme can be applied across the Village and if so, is it easy to do? And what would the savings be?

15.4 Electricity – Arranged (New tariff to take effect November 2020). Noted.

## 16. General Amenity Matters

16.1 Gateway signage. Still awaiting a revised quote. This will be raised with Martin Heath at WBC. Noted.

16.2 Air quality action plan & Green Wall – Assistant Clerk to arrange a meeting in February/March following receipt of a years' worth of results. Awaiting response from Charlie Fielder. Noted.

16.3 Bench & Bus Stop inventory for Twyford (CW). Carried forward.

16.4 GWR – opens bidding for £750,000 community fund (circulated 1/8/19). Application submitted by Mr M Alder (circulated 24/9/19). Response received stating that they have had a fantastic response and are currently submitting their recommendations to the Department of Transport. They will be in touch in due course. Noted.

16.5 Access to the Recycling Centre for those with reduced mobility. Response received from WBC (circulated 30/12/19). A response has also been received from the resident following their conversation

with WBC. Friends or family can take items on someone's behalf but if you employ someone then you must go to the recycling centre with that person. Noted.

16.6 Invite GWR to discuss car parking provisions (action raised at Full Council 12/12/19). Carried forward.

## **17. Village Maintenance**

17.1 Jubilee Corner Clock – Confirmation received from 'Smiths of Derby' that they are happy to honour their quote of £620 (supplied in June 2018) for the conversion to LED lighting. Awaiting a commencement of works date from the clock company. Noted.

17.3 Waltham Road – Weeds overlapping the pavement from the ditch. Reported to WBC and are awaiting works to be carried out. Noted.

17.4 London Road – Resident complaint about the weeds along the path by Polehampton Infants. Reported to WBC and are awaiting works to be carried out. Noted.

17.5 Risk Assessment – carried out 16/12/19 (circulated 31/12/19). Noted.

## **18. Highways**

18.1 Speedwatch volunteers.

- Mr R Mantel – Speedwatch application process completed.
- Mrs T Ramsden – Assistant Clerk to see how the application is progressing.
- Residents letter (6.1.20) requesting speed checks along the Hurst Road – Assistant Clerk to respond thanking the resident for the request and confirm that we will arrange for our Speedwatch Volunteer to run some checks as well as asking WBC for additional speed warning signs.

18.2,18.3,18.4 & 18.5 – WBC Official Martin Heath to meet with Councillors; Mrs B Ditcham, Mr C Wickenden and Mr R Mantel to discuss 18.2,18.3, 18.4 & 18.5 along with any other suggestions on how to improve Twyford. Meeting booked for 12:30 on the 8/1/20. Noted.

18.2 Second Speed Indicator – Resident asked for another device to be installed on either Waltham Road or Hurst Road. Email sent to the resident advising them that their request has been added to the Traffic Regulation request works programme for 2019/2020.

18.3 A321 Hurst Road - Cllr Lindsay Ferris has been communicating with WBC following concerns of large vehicles using the village (circulated 27/6/19). Response received from WBC (Traffic Management) confirming that there is nothing wrong with the Central Refuge and advising the resident that the information has been passed to the Highways Asset Team to reply. Suggestion sent to WBC that a weight limit through the village is applied.

18.4 A4 – Consideration of the speed limit. Suggestion sent to WBC for a speed restriction of 40mph 100m both sides of the A4 Wargrave roundabout be applied.

18.5 A resident has asked the Committee for their consideration to support a request for a crossing near Stephenson Close.

**19. Climate Emergency Action** - Joint working with the Parish Lands Committee (email to chairs 18/12/19). Mrs B Ditcham & Mr J Bowley to arrange a meeting to discuss actions. Carried forward.

## **20. Correspondence circulated by email:**

20.1 WBC – Help with a recycling campaign (circulated 28/11/19). Noted.

20.2 GWR – GWR Stakeholder Survey (circulated 2/12/19 & 31/12/19). Noted.

20.3 WBC – Wokingham Surfacing Programme (circulated 11/12/19). Noted.

20.4 Great British Spring Clean 2020 (circulated 19/12/19). Carried forward.

20.5 WBC – On-Street Parking Restrictions (circulated 31/12/19). Noted.

20.6 GWR – Change of Management (circulated 31/12/19). Noted.

20.7 WBC – Bus Stop Improvement (circulated 31/12/19). Noted.

20.8 GWR – New Timetable (circulated 31/12/19). Noted.

20.9 Re3 – Press release 'tis the season to recycle! (circulated 31/12/19). Noted.

20.10 GWR – Day one of the new timetable (circulated 31/12/19). Noted.

20.11 WBC – Notification of Temporary Closure (circulated 31/12/19). Noted.

20.12 Network Rail – Notification of work (circulated 31/12/19). Noted.

20.13 WBC – Urgent works at London Road (circulated 31/12/19). Noted.

20.14 Re3 – Reduce, Reuse, Recycle! (circulated 31/12/19). Noted.

20.15 Resident Correspondence – Planning Application 192576 (circulated 31/12/19). Noted.

20.16 Resident Correspondence – Adopt a Street Christmas Chocolates (circulated 31/12/19). Noted.

20.17 Resident Correspondence – Twyford Crossroads Air Pollution (circulated 2/1/20). Noted.

**21. Date of next meeting – Tuesday 4<sup>th</sup> February 2020.**

**Meeting Closed at 21:17**