

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held at Loddon Hall, Twyford on Tuesday 4th February 2020 at 7:45pm.

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

Also present: N/A

Minutes: Lynn Povey (Assistant Clerk)

1. **Public Questions** – None.
2. **Apologies** – Miss C Scull & Mr J Jarvis.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes of the meeting held on 7th January 2020.**

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

6. **Matters arising and action points.**

6.1 Assistant Clerks Report – Nothing to report. Noted.

6.2 Design our Neighbourhood meeting feedback (BD). Mrs Ditcham did not attend this meeting therefore no feedback to give. Noted.

6.3 Spring Clean (circulated 29/1/20). The Committee have decided that Twyford's Spring Clean will be held on Saturday 28th March. Mrs Ditcham to ask at Full Council if someone would like to organise the event.

7. **Planning Matters - Current List**

7.1 Householder Prior Notification

7.2 193140 Kingswillow, Longfield Road – No Comment.

7.3 193397 Unique Moments, Waltham Road – No Comment.

7.4 193400 80 Wessex Gardens – No Comment.

7.5 200029 7 Byron Close – The Committee wish to raise the following comments; out of keeping with neighbouring properties, out of character in terms of design & size, extension out of scale with existing dwelling and concerns raised following reports that the works have already commenced.

7.6 200189 69 Wargrave Road – No Comment.

8. **Notices of permission**

* denotes applications that the Council has previously commented on.

8.1 193098 9 Hurst Road

8.2 193096 15 New Road

8.3 192006 51 Wargrave Road

8.4 193312 2 Waltham Road

8.5 193189 11 Amberley Drive

8.6 193173 7 Troutbeck Close

8.7 193357 103 London Road

8.8 193196 57 Wargrave Road

8.9 192907 96 Hurst Park Road

8.10 193308 Waitrose Ltd, London Road

8.11 192793 47 Brook Street

9. **Notices of refusal**

9.1 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.

10. **Notices of withdrawal**

10.1 192414 Loddon Park Farm, Barn Studios, New Bath Road

*The Committee has asked that more detailed information in terms of materials, measurements, entrance and exit etc is supplied to Twyford Parish Council to enable the Planning & Amenities Committee to pass any necessary comments.

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

12. **Neighbourhood Plan**

12.1 Minutes from the Sub-Committee Meeting (4/2/20) to be circulated. Noted.

Mr C Wickenden proposed that he & Mrs B Ditcham formulate a response to the Local Plan Consultation and take it to the February Full Council meeting for approval. The Committee agreed to this. Mr C Wickenden & Mrs B Ditcham to formulate wording by 25/2/20.

12.2 Next Meetings:

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

Sub-Committee – 3/3/20 at Loddon Hall (19:00) – Noted.

12.3 Approval of any Neighbourhood Plan expenses - None. Noted.

13. Other planning matters

13.1 200109 9 Amberley Drive – Application for the prior approval of the erection of a single storey rear extension, which would extend beyond the rear wall of the original house by 4m, for which the maximum height would be 3.5m and the height of the eaves 3m (Information Only). Noted.

13.2 200142 Ruscombe House, Ruscombe Road – Application for Listed Building consent for the proposed replacement of the front door and associated fenestration. Noted.

13.3 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. Awaiting response from WBC as to why this was information only. Noted.

13.4 The Nail Bar – Was Conservation Area approval sought from WBC regarding the lights & sign? Awaiting a response from WBC. Noted.

13.5 Shine Dentist – Was Conservation Area approval sought from WBC regarding the new illuminated signs? Awaiting a response from WBC. Noted.

14. Footway Lighting

14.1 Repair and fault report (0 New, 10 outstanding). Noted.

14.2 Councillor streetlight checks reports. Carried Forward.

14.3 Part-night lighting – Turn off streetlights between about 12 midnight and 5.30am in appropriate locations to save money (Assistant Clerk Investigating). Carried Forward.

15. General Amenity Matters

15.1 Gateway signage. Awaiting quotes from Mr M Heath of WBC. Noted.

15.2 Air quality action plan & Green Wall – Ms C Fielder has provided her availability on 13/2/20 to discuss the results so far and any actions needed. Assistant Clerk to send out an invite to those previously involved in the Air Quality meeting. Noted.

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

15.4 GWR – opens bidding for £750,000 community fund (circulated 1/8/19). Application submitted by Mr M Alder (circulated 24/9/19). Confirmation that application has been received. Awaiting results. Carried forward.

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

16. Village Maintenance

16.1 Jubilee Corner Clock – Confirmation received from ‘Smiths of Derby’ that they are happy to honour their quote of £620 (supplied in June 2018). Works to convert the Clock to LED & complete a Service carried out on 28/1/20. Noted. No further actions required.

16.2 Waltham Road – Weeds overlapping the pavement from the ditch. Reported to WBC and are awaiting works to be carried out. Mrs B Ditcham reported that these works have been carried out. No further actions required. Noted.

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

16.4 Railway Bridge (High Street (between Bridge Park & Old Mill Court)). Rotten fencing. WBC Localities Team advised. Email received from WBC stating that this has been reported to Network Rail. Awaiting further response and works to be carried out. Noted.

17. Highways

17.1 Speedwatch volunteers update:

- Mr R Mantel – Speedwatch application process completed. Mr Mantel advised that speed checks within the village have been arranged. Noted.
- Mrs T Ramsden – Application submitted. No further updates on the progression of the application. Noted.
- Residents letter (6.1.20) requesting speed checks along the Hurst Road – Email sent thanking the resident for the request and confirming that we have asked for our Speedwatch Volunteer to run some checks as well as asking WBC for additional speed warning signs. Noted.

17.2, 17.3, 17.4 & 17.5 – WBC Official Martin Heath met with Councillors; Mrs B Ditcham, Mr C Wickenden and Mr R Mantel to discuss the below along with any other suggestions on how to improve Twyford. The meeting was held on the 8/1/20 (Meeting notes circulated to the Planning & Amenities Committee). Mrs B Ditcham, Mr C Wickenden & Mr R Mantel agreed that these notes/minutes are a true reflection of the meeting. Assistant Clerk to arrange for the notes to be added to Twyford Parish Council Website.

The Committee also expressed concerns as to the duplication between Brough Councillors, prospective Borough Councillors and Twyford Parish Council meeting with Wokingham Borough Council Officers on current topics. The Committee felt there was a duplication of effort and the WBC Officers time. It was agreed for the Assistant Clerk to liaise and agree a more strategic & coherent approach.

17.2 Second Speed Indicator – Resident asked for another device to be installed on either Waltham Road or Hurst Road. Please refer to the Highways Meeting Minutes for 8/1/20 on the Planning & Amenities Meeting page of the website.

17.3 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. Please refer to the Highways Meeting Minutes for 8/1/20 on the Planning & Amenities Meeting page of the website.

17.4 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. Please refer to the Highways Meeting Minutes for 8/1/20 on the Planning & Amenities Meeting page of the website.

17.5 A resident has asked the Committee for their consideration to support a request for a crossing near Stephenson Close. Please refer to the Highways Meeting Minutes for 8/1/20 on the Planning & Amenities Meeting page of the website.

18. 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.

18.1 Climate Emergency Action Plan media briefing on 23/1/20 (circulated 17/1/20) – Feedback (CS). Carried forward.

19. Twyford In Bloom

19.1 Twyford In Bloom – Working Group. Meeting booked for 6/2/20 at Loddon Hall (Twyford Room) for 7.15pm. The following Terms of Reference was proposed by Mr C Wickenden, seconded by Mr M Bray. Motion carried.

This Working Group is responsible for the promotion and planning of the Twyford in Bloom competition and the application including portfolio, planning and promotion for Twyford's entry to Thames & Chiltern in Bloom to showcase our year-round environmental & community focused initiatives. The Working Group will deal under delegated powers with the following specific decision-making issues within the budget and policies approved by the Planning & Amenities Committee.

1. To work with local organisations & individuals creating projects within the working group remit.
2. To co-ordinate with local businesses and residents with the purchasing of hanging baskets.
3. To promote the project and manage the event.
4. To liaise with experts.
5. To give consideration to health and safety and complete a risk assessment before events/projects.
6. To advertise via social media, Twyford Parish Council's website and any other avenue.
7. To collate material over the year for inclusion in the portfolio.
8. To complete the application for the competition and ensure representatives from the Council and/or Working Group attend any seminars and presentations.
9. To plan the route and itinerary for judging day.

20. Correspondence circulated by email:

20.1 Invite to Climate Emergency Action Plan media briefing (circulated 17/1/20) – Refer to item 18.1. Noted.

20.2 Local Plan update – draft plan briefing session (circulated 29/1/20). Noted.

20.3 Briefing to Borough and Town/Parish Councillors on the forthcoming local plan consultation (circulated 29/01/20). Noted.

20.4 Press release from Re3 – make sure to bring proof of residency when visiting Re3 Recycling Centres (circulated 29/1/20). Noted.

20.5 Community Policing Awards – 2020 nominations open (circulated 29/1/20). Noted.

20.6 A Rural/Market Towns Group of the Rural Services Network – Twyford (circulated 29/1/20). Noted.

20.7 Twyaas Litter Pickers (circulated 29/1/20). Noted.

20.8 GWR new timetable update (circulated 29/1/20). Noted.

20.9 A321 – Emergency Highway Surfacing (circulated 29/1/20). Noted.

21. Date of next meeting – Tuesday 3rd March 2020.

Meeting Closed at 21:06