

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Neighbourhood Plan Sub-Committee held via Zoom on Tuesday 5th January 2021 at 7:00pm.

Present: Mr C Wickenden (Chair), Mrs B Ditcham (Vice-Chair), Mr M Alder, Mr M Bray & Mr R Mantel.

In Attendance: N/A.

Minutes: Mrs Lynn Povey (Assistant Clerk).

1. **Public Questions** – None.
2. **Apologies:** Mrs E Ashley & Mr J Jarvis.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** - None.
5. **Matters arising & action points.**
 - 5.1 Supporting housing delivery and public service infrastructure consultation (deadline – 28.01.21) (circulated via email 16.12.20). It was agreed for Mr C Wickenden to write a response on behalf of Twyford Parish Council, circulate it to both the Neighbourhood Plan Working Group and the Full Council Members. Final response to be approved at the Full Council meeting on the 26th January prior to submission.
 - 5.2 Discussion on the action plan supplied by the consultants following the meeting on the 14th December 2020. Mr C Wickenden provided an overview of the discussions held during the Neighbourhood Plan Working Group Meeting of the 4th January (minutes available on the Twyford Parish Council website) and outlined actions. The Assistant Clerk was asked to arrange a meeting between Mr C Wickenden, Mrs B Ditcham, Cllr S Conway, Cllr L Ferris, and WBC Officers (Mr J McCabe, Mr I Bellinger & Mr I Church).

Mr M Alder left the meeting at 7:30pm.

6. **Budgets & Expenses**
 - 6.1 Expenses to be approved:
 - * Services supplied by the Neighbourhood Plan Consultants - £1650.00 (plus vat £1980.00) – It was proposed by Mr M Bray for the grant money received to pay for this service. Seconded by Mr R Mantel, carried unanimously.
7. **Minutes of the meeting held on 1st December 2020 (sub-committee).**

Approval of the Sub-Committee minutes proposed Mrs B Ditcham, seconded Mr R Mantel, carried unanimously.
8. **Correspondence circulated by email: None** – Noted.
9. **Date of next meeting:**
 - Monday 1st February 2021(Working Group)
 - Tuesday 2nd February 2021 (Sub-Committee)
 - Monday 1st March 2021 (Working Group)
 - Tuesday 2nd March 2021 (Sub-Committee)

The above meeting dates were noted.

Meeting Closed at 19:40