

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held via Zoom on Tuesday 6th April 2021 at 7:45pm.

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

Also present: Ms J Pinheiro (resident) & Ms K Hall (resident).

Minutes: Mrs Lynn Povey (Assistant Clerk).

1. **Public Questions** – None.
2. **Apologies** – Mr J Bowley & Mr J Jarvis.
3. **Declaration of interest in items on the agenda** – Mrs A Evans made a declaration on agenda item 7.1 (Planning Application for a Neighbouring Property). Noted.
4. **Dispensations** – None.
5. **Minutes**
 - 5.1 Minutes of the meeting held on 2nd March 2021 - Approval of the minutes as a true and accurate record. Proposed by Mr M Bray, seconded by Mr C Wickenden, carried nem con.
6. **Matters arising and action points.**
 - 6.1 The phone box at Bell Corner – Removal of the phone box has been chased. Noted.
 - 6.2 Climate Change Plan. Mrs B Ditcham ran through the items within the policy that are applicable for the planning & amenities committee to action. The committee agreed. Assistant Clerk to add a separate agenda item.
 - 6.3 Community Engagement Policy. To consider/approve the Community Engagement Policy Statement (circulated). The committee agreed that the policy should be referred to the Finance & General Purposes Committee for consideration/approval prior to April's Full Council Meeting. The working group to also fall under the responsibility of the Finance Committee.
 - 6.4 National Planning Policy Framework Consultation (deadline 27.03.21) – To ratify submission. The Committee unanimously agreed to the document submitted.
 - 6.5 Right to Regenerate (deadline 13.03.21) – Response submitted on behalf of Twyford Parish Council following approval via email by the Planning & Amenities Committee. Noted.
 - 6.6 Committee report to the Annual Parish Meeting. Mrs B Ditcham gave an overview of the content to be included within the Planning & Amenities report. Report to be circulated to the Committee ahead of the Annual Parish Meeting.
 - 6.7 Great British Spring Clean – To consider holding an event between 28th May & the 13th June 2021. The Committee decided that Twyford's Spring Clean will be held on Saturday 12th June. Assistant Clerk to make arrangements.
N:B This event will follow Government advice and is subject to change or cancellation.
 - 6.8 Local School Placements – Letter to be sent on behalf of Twyford Parish Council to WBC. Mr C Wickenden to draft a response on behalf of Twyford Parish Council.
 - 6.9 Parish Online database – Feedback from training. Mr M Bray & Assistant Clerk provided an overview of the database training. Assistant Clerk confirmed that the Council have access to this database. The Committee agreed for the Assistant Clerk to commence uploading data to the database and arrange for login details to be issued to Committee members.
7. **Planning Matters - Current List**
 - 7.1 210499 41 Lincoln Gardens – No comment.
 - 7.2 210524 34 Wessex Gardens – No comment.
 - 7.3 210600 11 Cotterell Gardens – No comment.
 - 7.4 210853 64 Wargrave Road – No comment.
 - 7.5 210989 52 High Street – No comment providing the Conservation Officer is in full approval of this application.
 - 7.6 211031 2 Greenfinch Drive – No comment.

The above comments have been submitted to Wokingham Borough Council.

8. Notices of permission

* denotes applications that the Council has previously commented on.

- 8.1 210101 59 Wargrave Road
- 8.2 210142 30 Malvern Way
- 8.3 210082 46 Orchard Estate

8.4	210199	14 Hermitage Drive
8.5	210239	8 Kingfisher Court
8.6	210294	8 Station Road
8.7	210446	61 Orchard Estate
8.8	210361	64 Broadwater Road
8.9	210038	6 Broadwater Road
8.10	210152	9 Carlile Gardens
8.11	210105	6 Saunders Close

The above permissions were noted.

9. Other planning matters

- 9.1 210776 23 Church Street - Application for works to trees in conservation area. G1- Ligustrum and Lonicera Hedge- fell and replace. G2- Leylandii Hedge- fell and replace (Information Only). Noted.
- 9.2 210804 Tree on the green, Springfield Park – Application for works to protected tree(s) TPO 178/1980 - T1. T1 - Lime Tree (mature, on the green) - Carry out works highlighted in climbing inspection report. Remove branches emanating from north-east trunk at point with decay pockets. Remove the 5 branches with highlighted defects (Information Only). Noted.
- 9.3 210520 62 London Road - Application for works to protected tree(s) TPO 231/1983, T2 and T3. T2, Oak - Crown reduction by approx. 2-3m to 15m in height and a radius of North/East 7-8m, North/West 6m, South/East 6.5-7.5m and South/West 7.5-8.5m; remove epicormic growth from main stem; prune to 4m clearance from house T3, Yew - Crown lift to approx. 3m on garden and drive side by removing secondary growth only where possible (Information Only). Noted.
- 9.4 210649 11 Brook Street – Section 211 notification for works in a conservation area. T1, Thuja – Fell (Information Only). Noted.
- 9.5 210791 25 Church Street - Section 211 notification for works in a conservation area T1 – Leylandii, T2 – Leylandii, T3 - Lonicera Fragrantissima, T4 – Lonicera Fragrantissima, G1 – Mixed hedge. Noted.
- 9.6 211043 144 Wargrave Road - Works to a TPO Tree - TPO Reference 0743/1995 T9, T10, T11 (Lime) Crown-lift to give 5 - 6m clearance above ground level. Noted.
- 9.7 Enforcements (circulated). Noted.
- 9.8 210923 6 Byron Road – 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 5m, for which the maximum height would be 4m and the height of the eaves 2.40m (Information Only). No comment on application however, Assistant Clerk to enquire why this application is for information only.
- 9.9 WBC – Street naming/numbering - New dwelling – Church Street, Twyford. Planning reference 172078 (circulated). Noted.
- 9.10 210653 35 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 4.2m, for which the maximum height would be 3.5m and the height of the eaves 2.3m (Information Only). No comment on application however, Assistant Clerk to enquire why this application is for information only.
- 9.11 Notification of application for new premises licence application - twyford beer festival (circulated). Noted.

10. Notices of refusal – None. Noted.

11. Notices of withdrawal

- 11.1 BP Garage, New Bath Road - Notification of application for full variation of premises licence. Application withdrawn – notice received 17.03.21 (circulated). Noted.

12. Notice of appeals/decisions

- 12.1 200472 7 New Road – The appeal is dismissed. Noted.

13. Neighbourhood Plan

- 13.1 Minutes/Notes from the Working Group Meeting (2/3/20) to be circulated by a Working Group Member (Assistant Clerk was not in attendance). Carried forward.
- 13.2 Minutes from the Working Group Meeting (29/3/21) & Sub-Committee Meeting (6/4/21) to be circulated. Mr C Wickenden advised the committee that the minutes from the working group meeting of the 29/3/21 have been circulated and approved but the minutes of the sub-committee held earlier this evening remain to be circulated. Noted.

- 13.3 Next Meetings:
Working Group – 26/4/21 (19:30)
Sub-Committee – 4/5/21 (19:00)
Working Group – 7/6/21 (19:30)
Sub-Committee – 8/6/21 (19:00)

The above meeting dates were noted.

- 13.4 Approval of any Neighbourhood Plan expenses – None. Noted.

14. Footway Lighting

- 14.1 Repair and fault report (0 New, 2 outstanding).
- Church Road – Island outside Miles & Daughter (**WBC**). Electrical supply reinstatement date 15.02.21 (chased 23.02.21). Carried forward.
 - Lamp 04 New Road (**TWY**). Hedge surrounding lamp needs cutting back. Letter sent to resident 20.01.21. Follow up letter sent to the resident on 31.03.21. Hedging has been cut back; no further actions needed. Noted.
- 14.2 The following lighting repairs have been actioned:
- Lamp 4 Wargrave Road (**WBC**). WBC advised of fault 18.01.21 (Ref: - W2118186). With contractors to investigate (chased 23.02.21). Repairs have been completed. No further actions. Noted.
 - Lamp 144 Hermitage Drive (**TWY**). SSE Fault. Repairs have been completed. No further actions. Noted.
- 14.3 Lamp Column adoption by WBC – The cost of transferring these across to WBC is likely to be based on a commuted sum per column basis would cost approximately £300k (based on average 10m column over 25 years). Awaiting response/breakdown from WBC regarding costs. Carried forward.
- #### **15. General Amenity Matters**
- 15.1 Gateway signage – Full Council approved funding. Order placed through WBC. Noted.
- 15.2 Air quality. Charlie Fielder, Environmental Health Officer. Assistant Clerk advised that a report has been received and circulated. Carried forward to May.
- 15.2.1 Air quality funding – Government initiative. Application for the grant was submitted by Charlie Fielder to cover West Berks, Bracknell Forest, and Wokingham Borough Councils. Awaiting outcome. Assistant Clerk advised that Charlie Fielder has won £259,000 AQ bid from DEFRA to spend on BFBC, West B, and Wokingham. This will involve monitoring the PM2.5 at schools near the AQMA and working with the anti-idling campaigns all through-out the boroughs, and much more! PPP will also be monitoring PM2.5 at the Twyford Crossroads in the next few months. 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). Process for allocating the community fund is set to restart in April 2021 – Awaiting further details. Carried forward.
- 15.5 GWR Provisions – Further update requested on items discussed in the September 2020 Planning & Amenities meeting.
- Fencing at the side of Hurst Road Allotments.
 - Expansion of the current CCTV system.
- Item carried forward.
- 15.5.1 Car Parking Provisions – Awaiting further update. Carried forward.
- 15.5.2 Cycle storage provisions – Mr M Alder & Mr C Wickenden to recommend to the P&A Committee suggested areas at Twyford Station for GWR to consider installing secure cycle parking. Carried forward.
- 15.6 Local Green Space – Recommended areas sent to WBC by Mr C Wickenden (circulated 24/6/20). Update from WBC circulated - Decision to be announced within the first half of 2021. Assistant Clerk to arrange a meeting between Ian Bellinger & Ben Davis of WBC and Mrs B Ditcham & Mr C Wickenden.
- 15.7 Resident's Correspondence - Woodland along Twyford Brook (circulated). Mrs B Ditcham suggested for this area to be included within the Twyford in Bloom rewilding project. Assistant Clerk to action.
- #### **16. Village Defibrillators**
- 16.1 Village Defibrillators – Reports continue to be received on a weekly basis. Noted.

17. Village Maintenance

17.1 Assistant Clerk liaising with the temporary Community Environmental Officer assigned to Twyford for updates on the items discussed within the meeting with Mark Morris on 11/3/20. Carried forward.

18. Highways

18.1 Speedwatch:

- Mrs T Ramsden – Application Submission update. Carried forward.
- Updates – Mrs B Ditcham forwarded communications from Neighbourhood Alert. Noted.

18.2, 18.3, 18.4, 18.5 & 18.6

18.2 Second Speed Indicator – Resident asked for another device to be installed on either Waltham Road or Hurst Road.

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.

18.6 Utilities Road (to the side of the bowling green & La Fontana). Road in poor condition. Reported to WBC during the meeting on the 20.11.20 and via the online 'Report it' system (Ref:- W2016505). Mrs B Ditcham confirmed that repairs have been carried out – No further actions needed.

Meeting held on Friday 26th February 2021. Those present: Mrs B Ditcham (TPC), Mr C Wickenden (TPC), Mr A Glencross (WBC), Mr M Heath (WBC). Meeting notes circulated. Noted.

Mrs B Ditcham advised the committee that the 'Keep Clear' markings at the junction of the utilities road & the Wargrave Road have not been reinstated following the resurfacing works. Assistant Clerk to make the necessary arrangements.

19. Twyford In Bloom

19.1 Rewilding. Liaisons with WBC continue, and project work is underway. Noted.

19.2 Twyford in Bloom 2021 – Update. Mrs B Ditcham provided an overview confirming that a submission per award will be made. In addition, a submission will be made for the 'It's Your Neighbourhood 2021' programme. Noted.

19.3 Hanging Basket & Brackets costs – Order update. Assistant Clerk advised that orders are going well and remaining orders will be chased up. Noted.

19.5 Planter at Bell Corner. This can not be installed until the Phone Box has been removed. Carried forward.

19.6 Twyford Surgery Hanging Basket. Twyford Surgery were delighted to be receiving a hanging basket. To confirm location.

20. Correspondence circulated by email:

Resident complaint received & circulated on the 06/04/21 regarding Local Green Space nominations.

Ms Kate Hall was welcomed by Mrs B Ditcham and invited to introduce herself to those present. Ms Hall wished to know why the 10 residents surrounding the parcel of land in Chaseside Avenue were not consulted ahead of the nomination being submitted. Mrs B Ditcham advised that it was not possible due to Covid to visit the residents and explained that the Committee believed that if the areas nominated as a Local Green Space was approved that it would provide added protection against development.

Ms Kate Hall advised that she is liaising with Mr John Jarvis and Theresa May MP for the removal of their name and one tenth of land from the nomination as WBC were not able to provide a guarantee that the land to the front of their property would not be subject to a change of use.

Mr C Wickenden stated that as part of the meeting with WBC (see item 15.6), that confirmation is sought to confirm that if areas of land are approved as Local Green Spaces that this does not give WBC power and control over the land.

Ms Kate Hall left the meeting 21:23.

20.1 WBC – Have your say about the council's Healthy Child Programme (circulated).

- 20.2 TRHA – Store reopening (circulated).
- 20.3 TRHA – Newsletter (circulated).
- 20.4 WBC – News & images: Your views on new cycling facilities (circulated).
- 20.5 WBC – News: Travelling back to school safely this spring (circulated).
- 20.6 WBC – News: Council set to tackle poverty (circulated).
- 20.7 WBC – News: Wokingham borough is officially the healthiest place to live in England (circulated).
- 20.8 WBC – News: Wokingham Borough's third rapid testing centre to open at Sindlesham Court (circulated).
- 20.9 WBC - Notification of Submission of the Joint Minerals and Waste Plan of the Central and Eastern Berkshire Authorities (circulated).
- 20.10 WBC – News: Garden waste sign up and renewals set to open for 2021-22 (circulated).
- 20.11 WBC – News: Nominate inspiring borough residents in Covid Roll of Honour (circulated).
- 20.12 WBC – News: Construction begins on Coppid Beech park and ride (circulated).
- 20.13 WBC – News: Wokingham Borough Community Response continues as covid winter grant comes to an end (circulated).
- 20.14 WBC – News: Council set to plant 250,000 trees across the borough (circulated).
- 20.15 WBC – News: Council adopts new government guidance on active travel infrastructure (circulated).
- 20.16 WBC – News: Council launches campaign to recruit care workers (circulated).
- 20.17 WBC – News: Commitment to tackling inequality to be set out by Borough Council (circulated).
- 20.18 WBC – News: Second largest increase in recycling rate in England (circulated).
- 20.19 WBC – News: Council's early help team continue to adapt and support local families during the pandemic (circulated).
- 20.20 WBC – News: Plans for employment hub to help residents get jobs (circulated).
- 20.21 WBC – Local Cycling and Walking Infrastructure Plan for Wokingham Borough (circulated).
- 20.22 WBC – WBC Experimental Traffic Order NO. 2 & 3 (circulated).
- 20.23 WBC - WBC Experimental Traffic Order NO. 1 (circulated).
- 20.24 Police and Crime Commissioner update (March 2021) (circulated).
- 20.25 WBC – News: Council receives government grant to continue vital air quality projects (circulated).
- 20.26 WBC – News: £4.8million resurfacing programme for 2021-22 revealed (circulated).
- 20.27 WBC – News: Council set to approve housing strategy 2020 – 24 (circulated).
- 20.28 WBC – News: Securing a creative future for Wokingham Borough (circulated).
- 20.29 WBC – News: Council looking to better understand demand for electric vehicle charging (circulated).
- 20.30 WBC – New: Council set to consider draft leisure strategy (circulated).
- 20.31 WBC – News: Planning Policy Newsletter (Local Plan Update) (circulated).
- 20.32 WBC – News: charity and community hub set to open in Wokingham town centre later this year (circulated).
- 20.33 GWR – Timetable Uplift (circulated).
- 20.34 WBC - AQ Project Steering Notes & Other (circulated).

The above items of correspondence were noted.

Ms Jacqueline Pinheiro was invited to speak and introduced herself as a neighbour of Ms Kate Hall. Ms Pinheiro wished for clarification surrounding this nomination as she had not received the correspondence from WBC that some of her neighbours had. Ms Pinheiro was advised that the Parish Councils understanding is that if an area is approved as a Local Green Space, then this provides an added layer of protection for the residents and is designed to prevent development.

Assistant Clerk to arrange for a copy of the correspondence sent by WBC to be forwarded to Ms Pinheiro upon receipt.

Ms Jacqueline Pinheiro left the meeting 21:28

21. Date of next meeting – Tuesday 4th May 2021.

Meeting Closed at 21:30