

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Neighbourhood Plan Working Group held via Zoom on Monday 29th March 2021 at 7:30pm.

Present: Mr C Wickenden (chair), Mrs B Ditcham (vice-chair), Mrs P Morton, Ms J Daman, Mrs E Ashley, and Messer's M George, R Mantel, F Newman & R Sunley.

Minutes: Lynn Povey (Assistant Clerk).

1. **Welcome.** Mr C Wickenden welcomed everyone.
2. **Apologies** – Mrs B Smith, Mr M Alder, Mr M Bray, Mr L Ferris & Mr J Jarvis.
3. **Update on actions from previous meeting:**
 - 3.1 Mr R Mantel to forward Greenbelt Slides to Mr L Ferris. Action completed. Noted.
 - 3.2 Assistant Clerk to provide a Zoom update following request to use the Council's Zoom account. Twyford Parish Council Zoom account not to be used. It was decided for the Working Group teams to book back-to-back meetings to cover meetings exceeding the Zoom allowance.
 - 3.3 Assistant Clerk to upload the designated Neighbourhood Plan area map. Action completed. Noted.
 - 3.4 Mrs B Ditcham to forward the Village Improvement Plan to Mr M George. Action completed however, it was requested for an electronic copy to be available. Mr R Sunley to action.
 - 3.5 Assistant Clerk to upload the Climate Change Policy Document. Action completed. Noted.
 - 3.6 New Homes team to obtain census figures from previous years. Action completed. Noted.
 - 3.7 Assistant Clerk to investigate an interactive map for use by the group (Parish Online?). Assistant Clerk along with Mr M Bray & Mr J Jarvis to attend the training session on 30.03.21. Noted.
 - 3.8 New Homes team to discuss with WBC the breakdown of the housing request numbers. Carried forward.
 - 3.9 New Homes to investigate brownfield sites within the village. Carried forward.
 - 3.10 Mr C Wickenden to upload the WBC 2017/18 demographic information. Action completed. Noted.
4. **Matters arising & action points.**
 - 4.1 WBC – Planning Policy Newsletter (Local Plan Update) (circulated). Noted.
 - 4.2 Team updates/feedback: -

- Health & Community Provisions.
 - Mr R Sunley & Mr F Newman provided an update.

Action – Mr R Sunley to upload the draft transport policy document to the shared folder for the teams and consultants consideration.

Action – Assistant Clerk to investigate ownership of the Nature Reserve and report back to Mr F Newman.

- A Thriving Village Centre.
 - Mr M George provided an update.

Action – Mr M George to write a document with his findings and upload to the shared folder.

- Employment.
 - Mr M George felt that a Business Hub was not required but a meeting room within the new library may be beneficial.

- Carbon Neutrality.
 - Ms J Daman & Mr C Wickenden provided an overview of the team's discussions/ideas:
 - Liaise with WBC on the Local Plan.
 - Liaise with other towns/villages to link the Neighbourhood Plans.

Action – Team to use an interactive map (Parish Online) to zone the village and show flood areas, green spaces etc. Assistant Clerk to arrange access.

- New Homes
 - No meeting held - Carried forward.

- Heritage & Design.
 - Mrs E Ashley provided an overview of the team's discussions. Documents have been uploaded to the shared folder. Awaiting response from the History Society – Mrs E Ashley to report back at the next meeting.
- 4.3 Continuity – Writing the policies:
- Measurements – Imperial or metric? It was decided to use imperial measurements.
 - Survey – refer to as 'The 2019 Village Survey'. Noted.
- 4.4 Community Liaison – Update on actions:
- Move banners within the village. Carried forward.
 - Raise Profile – Mr C Wickenden to write a promotional piece:
 - Social Media – share posts from the Neighbourhood Plan Facebook page with other local pages such as 'Twyford (Berkshire)', 'Twyford Together' etc.
 - RG10
 - Local Papers
- Carried forward. Same presentation to be used for both the Annual Parish Meeting and to raise the Neighbourhood Plan profile (as above). Amend for use on social media and the use of photo's to be included.
- 4.5 Community Carbon Footprint Calculator (circulated). Ms J Daman to do a write up to accompany the information outlined within the calculator.
- 4.6 Local Cycling and Walking Infrastructure Plan for Wokingham Borough (circulated). Mr C Wickenden to liaise with Mr N Cartwright.

Ms J Daman left the meeting at 21:00.

- 4.7 Focal point/Village Centre – To discuss the possibility of including making the London Road between the Twyford Crossroads and the Alms-houses a pedestrian only zone within the Neighbourhood Plan. The group were not in favour of this proposal. Mr R Sunley to look at what other villages have done to make their centres pedestrian friendly and report back.
- 4.8 Planning for next Grant Submission. Mr C Wickenden asked the teams to consider what assistance, items (such as time with the consultants or time with a graphic designer) etc they may need going forward and to report back at the next meeting.

Action – Mr C Wickenden to circulate Oneill Homer's prospective plan.

- 4.9 WBC - Council looking to better understand demand for electric vehicle charging (circulated). Noted.

5. Consultations:

- 5.1 National Planning Policy Framework Consultation (deadline 27.03.21) – Submission made. To be ratified on the 6th April in the Planning & Amenities meeting. Noted.
- 5.2 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. AOB – None.

7. Date of next meetings:

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

The above meeting dates were noted.

Meeting Closed at 21:30