

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Neighbourhood Plan Working Group held via Zoom on Monday 6th September 2021 at 7:30pm.

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

Minutes: Lynn Povey (Assistant Clerk).

1. **Welcome.** Mr C Wickenden welcomed everyone.
2. **Apologies** – Mr S Conway, Mr L Ferris & Mr F Newman.

Mr C Wickenden to hold a meeting with the consultants.

Discussion points:

- What details are expected under headings 'ideas for informal consultation'.
- Headings such as flooding no longer appear on outline – clarification needed.
- Mr C Wickenden to ask for policies to start being written.
- Formal launch in January 2022 – Referendum in 2022 (Venue to be considered).

Mr C Wickenden to write and circulate meeting notes following the meeting.

Action – Assistant Clerk to send out the WBC link to the Bridge Farm Planning Application for the groups reference.

Action – Assistant Clerk to create a folder within the Working Group's Shared Folder titled 'Events' for the group to upload documents, photos, posters etc to be displayed at the upcoming community events.

3. **Update on actions from previous meeting:**

- 3.1 Parish Online - an interactive map for use by the group. This has been completed. Noted.
- 3.2 Investigate brownfield sites within the village – Housing Needs Consultants confirmed this is not part of their process. Noted.
- 3.3 Mr R Sunley to draft a cycle/walking network map. Carried forward.
- 3.4 Mr F Newman to draft a wildlife habitat map and contact Thames Valley Environmental Records Centre. Carried forward.
- 3.5 Assistant Clerk to acquire contact details for the environmental agency. Carried forward.
- 3.6 Health & Community Provisions Team – To liaise with WBC for phase 2 of the library regeneration project (SC, JJ). Carried forward.
- 3.7 New Homes team to map out current housing. Carried forward.
- 3.8 Carbon Neutrality – To write a draft policy document. Carried forward.
- 3.9 Mr R Sunley & Ms L Haim to produce mapping documents. Carried forward.
- 3.10 Mr F Newman to read the report on habitat mapping that Ruscombe commissioned. Carried forward.
- 3.11 Ms L Haim to provide a list of things still needed from the groups. Carried forward.
- 3.12 Carbon Neutrality group to attend next Health and Community Provisions group meeting. Carried forward.
- 3.13 Mr C Wickenden to discuss with Twyford Parish Council's Parish Lands Committee potential alternative uses of any underused Parish Council land. E.G. E-Bike points and Electric Units. Carried forward.
- 3.14 Mr C Wickenden to discuss a wish list using CIL money with TPC's Parish Lands Committee. Carried forward.
- 3.15 Mr C Wickenden to check with Mrs B Smith as to how she is getting on with investigations. Carried forward.
- 3.16 Mr M George to reconsider the approach to extension of frontages and define a retail centre boundary within a core primary shopping area and review the current draft policy. Carried forward.
- 3.17 Mr M George to add policy space ensuring the Air Quality directives is used within developments. Carried forward.
- 3.18 Mr S Conway to locate and provide a copy of the Dave Turner library blueprint. Carried forward.

- 3.19 Assistant Clerk to send an email to the Working Group to consider what they would ideally like to see within Phase 2 of the library regeneration project (a wish list)? Carried forward.
- 3.20 Working Group to consider a Tree Canopy Cover Policy especially for new developments. Carried forward.
- 3.21 Mr C Wickenden to look at reports sent by Ms L Haim to consider for Twyford. Carried forward.
- 3.22 Ms L Haim to send through examples of character appraisals (Design Codes) for consideration. Carried forward.
- 3.23 Informal Consultation approach/content – Working Group to look at the links to St Ives and Kingston Neighbourhood Plans provided by consultants. Carried forward.

4. Team Updates: -

- Health & Community Provisions - Carried forward.
- A Thriving Village Centre - Carried forward.
- Employment - Carried forward.
- Carbon Neutrality - Carried forward.
- New Homes - Carried forward.
- Heritage & Design – Mrs E Ashley asked for the group to look over the proposed document ahead of it being sent to the consultants (suggested timeframe – 1 week). Assistant Clerk to send link.
- Other:-
 - Historical Overview (SC) - Carried forward.
 - Cycling & Walking Infrastructure (MA) - Carried forward.

5. Matters Arising & Community Engagement.

5.1 Local Plan Update. Carried forward.

5.2 Community Liaison – Update on actions:

- Move banners within the village. Old banners weathered – Assistant Clerk to obtain quote. 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.

- Fun Run (10.10.21) – Volunteers for the day – Mrs L Ashley, Mrs B Ditcham, Mr R Mantel, Mr R Sunley & Mr C Wickenden.
- Tree Festival (28.11.21) – Volunteers needed to man the stall at the event.
- Christmas Fayre (03.12.21) – Volunteers needed to man the stall at the event.

6. Date of next meetings:

Working Group – 4/10/21 (19:30) – Via Zoom.

Sub-Committee – 5/10/21 (19:00) – TBC.

The above meeting dates were noted.

Meeting Closed at 20:48