

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Planning and Amenities Committee held at Stanlake Pavilion, Twyford on Tuesday 2nd November 2021 at 7:45pm.

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

Minutes: Mrs Lynn Povey (Assistant Clerk).

1. **Public Questions** – None.
2. **Apologies** – Mrs A Evans, Mr R Abeywardana & Mr J Jarvis.
3. **Declaration of interest in items on the agenda** – None.
4. **Dispensations** – None.
5. **Minutes**
- 5.1 Minutes of the meeting held on 5th October 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. **Appointment of remaining councillors to sub committees and working groups:**
Neighbourhood Plan sub-committee – Mrs E Ashley, Mrs B Ditcham, Mr J Jarvis, Mr R Mantel & Mr C Wickenden.
Neighbourhood Plan working group – Mrs E Ashley, Mrs B Ditcham, Mr J Jarvis, Mr R Mantel & Mr C Wickenden.
Twyford in Bloom working group – Mrs B Ditcham & Mr M Bray.

Item to be carried forward for the appointment of any remaining Councillors.

7. **Budgets and Precepts.**

The Committee made the following addition to the Planning and Amenities budgets & precepts:

- It was proposed by Mr M Bray, seconded by Mr C Wickenden, and unanimously agreed to include a £200 budget to the Planning & Amenities budget & precept for the Adopt-a-Street and Gardening Volunteers Annual Thank You Gift.

It was proposed by Mr C Wickenden, seconded by Mr M Bray, and unanimously agreed for the following amounts to be approved:

- £11,390.00 Budget & Precept
- £4,000 Income
- £7,390.00 Net

Motion carried.

8. **Matters arising and action points.**

- 8.1 Resident's correspondence - Assistance with fibre broadband roll out (circulated). Assistant Clerk to respond to the resident and liaise with Open Reach to find out what areas of the village are without the option of this amenity.
- 8.2 Annual Risk Assessment – Carried out by Assistant Clerk. Report circulated. Noted.
- 8.3 Adopt a Street/Gardening Volunteer – Chocolates. To consider the expense of purchasing the annual chocolates (Budget £200). It was proposed by Mr M Bray, seconded by Mr C Wickenden to **RECOMMEND to Full Council** the purchase of the annual thank you gifts within the budget of £200 for the volunteers in Twyford. Motion carried unanimously.

9. **Climate Change.**

- 9.1 Transport.
- 9.2 Air Quality.
- 9.3 Local Plan & New Development.
- 9.4 Sustainable Schools.
- 9.5 Reduce & Recycle.
- 9.6 Public Rights of Way/Permitted Path. Assistant Clerk liaising with WBC.
- 9.7 Meetings – Next meeting to be held via Zoom on Tuesday 30th November 2021. Noted.

Mrs B Ditcham provided an overview following the meeting held on the 13th October (power-point circulated).

10. Planning Matters - Current List

10.1 213163 Stables Lodge, Ruscombe Road – No Comment.

10.2 213253 29 Lincoln Gardens – No Comment.

10.3 213259 7 Old Mill Court – No Comment.

10.4 213361 1 Wagtail Close – No Comment.

10.5 213164 Stables Lodge, Ruscombe Road (Information Only).

* Application for Listed Building Consent for the proposed horizontal rear flue with terminal guard, builder to make good existing brickwork.

TPC Comment – No Comment.

10.6 213193 Land Off Waltham Road, Twyford (Information Only).

* Prior approval submission for the proposed installation of a 20m high lattice tower to support 6 no. antenna and 4 no. dishes, plus associated radio-equipment cabinets, and fenced compound.

TPC Comment - Twyford Parish Council wish to raise the following point:

This application was submitted under permitted development rights and wish to question its eligibility under these terms. It is felt that a full planning application is needed. In addition, Twyford Parish Council wish to also raise the following objections:

1. In terms of size and siting - detrimental to the character of the area.
2. Overbearing - particularly in terms of massing and height.

10.7 213499 Land rear of 18-32 London Road, Twyford (Information Only).

* Prior approval submission for the proposed installation of an 18-metre-high monopole supporting 12 no. antennas, plus, the installation of 5 no. equipment cabinets and ancillary development.

TPC Comment - Twyford Parish Council wish to raise the following point:

This application was submitted under permitted development rights and wish to question its eligibility under these terms. It is felt that a full planning application is needed. In addition, Twyford Parish Council wish to also raise the following objections:

1. In terms of size and siting - detrimental to the character of the area.
2. Overbearing - particularly in terms of massing and height.
3. Impact on Twyford's Conservation Area.

11. Notices of Permission

* Denotes applications that the Council has previously commented on.

11.1 212775 12 Yewhurst Close

* Twyford Parish Council wish to comment to this application due to its size and the possible effect on property number 14.

11.2 212808 33 Malvern Way

* Twyford Parish Council Comment – Concern regarding blocking daylight to 35 Malvern Way. Unneighbourly.

The above permissions were noted.

12. Other planning matters

12.1 Enforcements (circulated). Noted.

13. Notice of appeals/decisions – None.

14. Neighbourhood Plan

14.1 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.

14.2 Minutes from the Working Group Meeting (01/11/21) – circulated.

14.3 Minutes from the Sub-Committee Meeting (02/11/21) to be circulated. Noted.

14.4 Next Meetings:

Working Group – 29/11/21 (19:30) via Zoom. Noted.

Sub-Committee – 02/12/21 (19:00), Stanlake Pavilion. Noted.

14.5 Approval of any Neighbourhood Plan expenses – None. Noted.

15. Footway Lighting

15.1 Repair and fault report (2 New, 2 outstanding).

- Lamp 014 to 016 – Waltham Road (**WBC**) (W2118297). Contractors resolved fault September 2021. No further actions. Noted.
- Lamp 006 – Polehampton Close Car Park (At bottom end of car park near pumping station) (**WBC**) (W2126660). Repairs made. No further actions. Noted.
- Lamp P168 – Colleton Drive (opposite Wessex Gardens) (**TPC**) (ORD2105812). Reported leaning column to WBC to arrange repairs in our behalf. Repairs made. No further actions. Noted.
- Lamp outside 2 Wessex Garden (**TPC**) – Request to cut back overgrown shrubbery sent to resident 02.09.21. Shrubby has been cut back. No further actions. Noted.
- Lamp 143 – Hermitage Drive (**TPC**). WBC arranging repairs on our behalf. Noted.

- Lamp 101 – Longfield Road (**TPC**). Reported to WBC. Noted.
 - Lamp 013 – Waltham Road (**WBC**) (W2118297). WBC to liaise with contractors. Noted.
- 15.2 To consider re-stencilling the lamp numbers onto each TPC owned columns. Assistant Clerk liaising with WBC for costs. Carried forward.
- 15.3 To approve the circulation of a collective letter requesting that WBC consider taking over all Towns and Parishes owned streetlamps within the Borough. It was proposed by Mr C Wickenden, seconded by Mr M Bray and unanimously agreed for the Clerk to send the letter to Katy Dagnall, Clerk to Finchampstead and Chair of the Clerk Forum for circulation amongst the Parishes.
- 16. General Amenity Matters**
- 16.1 Gateway signage. Carried forward.
- 16.2 Air quality. Meeting to take place 12.11.21. Noted.
- 16.2.1 WBC – Air Quality Steering Group – Earley Tree Trail (circulated). Noted.
- 16.2.2 WBC – Air Quality Steering Group 03.09.21 minutes (circulated). Noted.
- 16.2.3 WBC – Air Quality Steering Group 08.10.21 minutes (circulated). Noted.
- 16.3 Bench & Bus Stop inventory for Twyford (CW). Mr C Wickenden to send out report.
- 16.4 GWR – opens bidding for £750,000 community fund (circulated 1/8/19). Application submitted by Mr M Alder (circulated 24/9/19). Amendment to community funding received (circulated). Carried forward.
- 16.5 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.
- Carried forward.
- 16.5.1 Car Parking Provisions – Awaiting further update. Carried forward.
- 16.5.2 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.
- 16.6 Bins (BD). Carried forward.
- 16.6.1 London Road – Bin set alight – WBC notified. Noted.
- 16.7 Resident's Correspondence – Hanging satellite dish. Reported. Noted.
- 17. Village Defibrillators** – Weekly checks continue to be carried out. No reported problems.
- 18. Village Maintenance**
- 18.1 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.
- 18.2 Broken fencing surrounding wildflower area outside Hurst Road Allotments. Reported to WBC. Repairs still outstanding. Carried forward.
- 18.3 Litter Pick – WBC not holding event this year. Should TPC consider holding an event? The Committee decided not to run an event this year.
- 19. Highways**
- 19.1 Speedwatch. Mr R Mantel confirmed that he and other speedwatch volunteers had completed 2 checks within the Borough.
- 19.2 Highways Meeting – Notes of meeting held 8th October circulated. Discussion points:
- Gateways.
 - Streetlamps.
 - Hanging Baskets.
 - Wish for Twyford to become more pedestrian friendly.
 - Second Speed Indicator.
 - Twyford – 20MPH zone?
 - A321 Hurst Road – Suggestion sent to WBC that a weight limit through the village is applied.
 - 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.
 - Consideration for a pedestrian crossing on the Wargrave Road.
 - Potential impact caused by developments on highways.
 - 'Keep Clear' markings at the junction of the utilities road & the Wargrave Road have not been reinstated following the resurfacing works. WBC Reference W2122993.
 - Parking on pavements & verges.
- Noted.
- 19.3 Childs Letter – Request for resurfacing works (circulated). Assistant Clerk to send a response (thank you) on behalf of the Committee and forward details to WBC for consideration.

20. Twyford In Bloom

- 20.1 Winter Baskets Installed - £2170 budgeted. Actual cost £2139.00. Noted.

Assistant Clerk to send a thank you note to Mr A Sheikh of Castle House (Bridge House) for his generous donation enabling winter baskets to be placed in and around the village centre.

21. Correspondence circulated:

- 21.1 TRHA – October Newsletter (circulated). Noted.
21.2 WBC – Help us on our journey to a new waste and recycling service (circulated). Noted.
21.3 WBC – How can we house our most vulnerable residents fairly? (circulated). Mrs B Ditcham to write a response on behalf of Twyford Parish Council.
21.4 WBC – Notification of Temporary Closure - A321 Wargrave Road, Twyford (circulated). Noted.
22. Date of next meeting – Thursday 2nd December 2021 – Noted.

Meeting Closed at 20:50