

## TWYFORD PARISH COUNCIL

### Minutes of a meeting of the Neighbourhood Plan Sub-Committee at Stanlake Pavilion, Twyford on Tuesday 1<sup>st</sup> March 2022 at 7:30pm.

**Present:** Mrs B Ditcham (Vice-Chair), Mr J Jarvis & Mr R Mantel.

**Minutes:** Mrs Lynn Povey (Assistant Clerk).

1. **Public Questions.** None.
2. **Apologies.** Mr R Abeywardana, Mrs E Ashley, Mr M Alder & Mr C Wickenden.
3. **Declaration of interest in items on the agenda.** None.
4. **Dispensations.** None.
5. **Matters arising & action points.**
  - 5.1 Timeline (circulated):

22.02.22	-	Full Council (NP draft policy document for approval).
25.02.22	-	CW to complete leaflet design to promote the Public Consultation Meeting.
14.03.22 (W/C)	-	Leaflets to be delivered to Twyford households and banners erected.
21.03.22	-	NP Working Group Meeting (Replaces meeting originally scheduled for 28.2.22).
30.03.22	-	Public Consultation Meeting at St Mary's Church Hall – 8pm to 10pm.
04.04.22	-	NP Working Group Meeting (7.30pm via Zoom).
08.04.22	-	Pre-Submission Plan Consultation commences.
16.04.22	-	Public Engagement Event (TBC).
20.04.22	-	NP draft policy document to be displayed at Twyford Parish Council's APM.
09.05.22	-	NP Working Group Meeting (7.30pm via Zoom).
14.05.22	-	Public Engagement Event (TBC).
20.05.22	-	Pre-Submission Plan Consultation ends.

The above timeline was noted.

6. **Budgets & Expenses.**
  - 6.1 For Approval from grant monies – Oneill Homer Consultants Fees (for follow up actions and document production) - £1650.00. It was proposed by Mr R Mantel and seconded by Mr J Jarvis and unanimously agreed for the payment of the Consultants Fees to be made.
7. **Approval of Minutes:**
  - 7.1 **Minutes of the Working Group meetings held on the 31<sup>st</sup> January 2022.**

Approval of the minutes proposed by Mr J Jarvis & seconded by Mr R Mantel. Motion carried unanimously.
  - 7.2 **Minutes of the Sub-Committee meeting held on the 1<sup>st</sup> February 2022.**

Approval of the minutes proposed by Mr J Jarvis & seconded by Mr R Mantel. Motion carried unanimously.
8. **Correspondence circulated by email:**

None.
9. **Date of next meeting:**

Working Group – 21/03/22 (19:30) via Zoom.  
Sub-Committee – 05/04/22 (19:00), Stanlake Pavilion.

An amendment was made to the above meeting time and venue for the Neighbourhood Plan Sub-Committee. Revised details as follows:

Sub-Committee – 05/04/22 (19:15), Twyford Room, Loddon Hall.

**Meeting Closed at 19:36**