

## TWYFORD PARISH COUNCIL

### Minutes of a meeting of the Neighbourhood Plan Working Group held via Zoom on Monday 21<sup>st</sup> March 2022 at 7:30pm.

**Present:** Mr C Wickenden (chair), Mrs B Ditcham (vice-chair), Mrs E Ashley, Mrs B Smith 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** – Ms P Morton & Mr S Conway.
3. **Update on actions from previous meeting not assigned to groups:**
  - 3.1 Twyford Parish Council's Parish Lands Committee discussed potential alternative uses of any underused Parish Council land. E.G. E-Bike points and Electric Units. Mr C Wickenden to also discuss with the Committee a wish list using CIL money (please refer to the March Minutes for Parish Lands on the Parish Council's website, Item 15). Carried forward.
  - 3.2 WBC meeting to discuss, Housing Needs, Local Plan, Library regeneration project, Vision for Twyford & Design Codes. Meeting held 15.02.22 (meeting notes within the working group shared folder). Noted.
  - 3.3 Design Codes (EA) – Draft policy received 15.03.22 (copy within the working group shared folder). Mrs E Ashley asked for any comments on the draft document to be sent by 28<sup>th</sup> March.
  - 3.4 High Street Infrastructure (CW, MG & RS) – Highway's meeting held 04.02.22 (meeting notes within the working group shared folder). Mr C Wickenden to chase the consultants for a timeframe.
4. **Policy Updates/Evidence.**
  - 4.1 Pre-Submission Plan – circulated. To highlight outstanding items needed. Mr C Wickenden discussed the following items:
    - Foreword by Mr R Mantel in his capacity as Chairman of Twyford Parish Council.
    - Mapping – Ms L Haim.
    - Photos – Mr Wickenden & Mr F Newman.

Mr R Sunley asked for the addition of approach roads to the document. Assistant Clerk to also add this to the next Highways meeting agenda.

Assistant Clerk to arrange a meeting with Ms L Haim to ensure that all information needed for Twyford's Neighbourhood Plan Policy Document has been covered and to seek confirmation as to what documentation the group can retain as work in progress following the Pre-Submission Plan Consultation commencement on the 8<sup>th</sup> April.

- 4.2 WBC Screening – Draft Plan resent to WBC 16.02.22. Awaiting outcome. Mr I Church of WBC has confirmed that the SEA Screening has commenced and ends on 5<sup>th</sup> April.
5. **Matters Arising & Community Engagement.**
  - 5.1 Local Plan Update. No report.
  - 5.2 Community Liaison – Update on actions:
    - Banners. New banners received and erected. Noted.
    - 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.

- Other events:
  - Local events
    - Waitrose – 16.04.22 & 14.05.22 (To be confirmed). Noted. Volunteers to discussed at the next meeting (04.04.22)
    - TRHA Show (26<sup>th</sup> March 2022) – Not attending. Noted.
    - TRHA Show (11<sup>th</sup> June 2022) – Not attending. Noted.

- Public Consultation (30<sup>th</sup> March 2022) – Run through of the event. Request for Volunteers.
  - Structure of the event:
    - Welcome
    - PowerPoint Presentation.
    - Policy Boards – Invite those present to look at boards.
    - Q&A Session.
    - Event to close by 22:00
  - Assistant Clerk to ask Mr J Bowley if he would be available to record the event to enable upload afterwards. To also ask if it is possible to borrow the projector.
  - Mr C Wickenden & Mr F Newman to complete an equipment/lighting check 2-days ahead of the meeting. Assistant Clerk to liaise with the Church Centre to check possibility.
  - Volunteers:
    - Mr C Wickenden, Mrs B Ditcham, Mrs E Ashley, Mrs B Smith, Mr M George, Mr R Mantel, Mr F Newman & Mr R Sunley.
    - Mr C Wickenden to ask all Parish Councillors for their support (to be requested during March's Full Council Meeting – 22.03.22).
    - Hall available for set up from 6pm.
  - Refreshments:
    - Water
    - Recyclable cups

**6. Date of next meetings:**

Working Group – 04/04/22 (19:30) via Zoom.

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

The above meeting dates were noted.

**Meeting Closed at 21:00**