

## TWYFORD PARISH COUNCIL

### Minutes of a meeting of the Neighbourhood Plan Working Group held via Zoom on Monday 4<sup>th</sup> April 2022 at 7:30pm.

**Present:** Mr C Wickenden (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** – Mrs B Ditcham, Ms P Morton & Mr L Ferris.
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). Mr C Wickenden to suggest options continue to be considered/explored by the Parish Lands Committee.
  - 3.2 High Street Infrastructure (CW, MG & RS) – Successful grant application for £15,000 for the High Street Regeneration bid. Noted. Assistant Clerk to forward the link to the consultant's documents to the Working Group and to add as an agenda item for the next WBC Highways meeting. Mrs B Ditcham to inform Twyford Together of the project work. Members of the group to work on the project, include Mr C Wickenden, Mr M George, Mr R Mantel & Mr R Sunley.
4. **Policy Updates/Evidence.**
  - 4.1 WBC Screening – Informal opinion from WBC requested. Official report due 5<sup>th</sup> April. Mr C Wickenden provided an overview of the screening process and the Assistant Clerk read out the following excerpt from the response received from WBC:

*For information, we have received formal responses from Natural England and Historic England (see summary below):*

- *Historic England reviewed the SEA/HRA provisional screening opinion and concluded, at this stage, that the plan is unlikely to have any likely significant environmental effects that merit completion of the SEA for the neighbourhood plan. The reasoning behind this conclusion was due to the plan not allocating any sites for development.*
- *Natural England reviewed the SEA/HRA provisional screening opinion and concluded, at this stage, that the plan does not require an SEA and HRA.*

*We are yet to receive a formal response from the Environment Agency.*

Assistant Clerk also provided the following timeline:

|              |   |   |
|--------------|---|---|
| 08.04.22     | - | Pre-Submission Plan Consultation (Regulation 14) 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.                                    |
| W/C 23.05.22 | - | Collate responses from Pre-Submission Plan Consultation.                  |
| W/C 06.06.22 | - | Submission Plan Consultation (Regulation 16) to commence.                 |
| Summer 2022  | - | Twyford's Neighbourhood Plan to hopefully go to referendum.               |

- 4.2 Revision of updates to the draft policy. Final draft versions of the Housing Needs Assessment & Design Code documents received, and mapping works completed. Ms L Haim to review and insert into the Neighbourhood Plan Policy Document where appropriate.
- 4.3 Pre-Submission Consultation to commence on the 8<sup>th</sup> April. Policy documents to be circulated and will be available on the TPC website. Assistant Clerk to find out the cost to make the policy document into a book (min. 3 copies). Assistant Clerk to also ensure that the maps are uploaded separately on the website as well as within the policy document to assist with viewing the details.

## **5. Matters Arising & Community Engagement.**

5.1 Local Plan Update. No report.

5.2 Community Liaison:

- Public Consultation (30<sup>th</sup> March 2022) – Feedback from event. Working Group members provided the following feedback:

- Positive meeting.
- Well attended.
- Good amount of information.
- Good atmosphere.
- Lots of questions asked.

Mr C Wickenden thanked all the volunteers for their time, help & support.

- Local events

- Waitrose – 16.04.22 (to be confirmed)

- Assistant Clerk to liaise with the manager at Waitrose and confirm details to the Working Group via email. The Group agreed to the following arrangements if the event takes place:

- Event time: 10am to 12pm.

- Volunteers:

- Mr C Wickenden (09:30 to 12:30).

- Mr R Mantel (10:00 to 12:00).

- Mrs B Smith, Mr F Newman & Mr R Sunley (11:00 to 12:00).

- Twyford's Annual Parish Meeting – 20.04.22

- Event time 8pm to 10pm

- Volunteers:

- Mrs B Smith, Mr M George, Mr F Newman & Mr R Sunley.

- Waitrose – 14.05.22 (To be confirmed).

- Promotion of Twyford's Neighbourhood Plan.

- Mr C Wickenden to write a promotional piece to accompany the upload of the Public Consultation Event video. Material to be used within Twyford Parish Council's website, on social media, and provided to the local newspapers.

## **6. Date of next meetings:**

Sub-Committee – 03/05/22 (19:15), Loddon Hall.

Working Group – 09/05/22 (19:30) via Zoom.

Sub-Committee – 07/06/22 (19:15), Loddon Hall.

The above meeting dates were noted.

**Meeting Closed at 21:01**