

TWYFORD PARISH COUNCIL

Minutes of a meeting of the Neighbourhood Plan Sub-Committee at Loddon Hall, Twyford on Tuesday 5th July 2022 at 7:15pm.

Present: Mr C Wickenden (Chairman), Mrs B Ditcham (Vice-Chair), Mr R Abeywardana, Mrs E Ashley, Mr J Jarvis & Mr R Mantel.

Minutes: Mrs Lynn Povey (Assistant Clerk).

1. **Public Questions.** None.
 2. **Apologies.** Mr M Alder.
 3. **Declaration of interest in items on the agenda.** None.
 4. **Dispensations.** None.
 5. **Matters arising & action points.**
 - 5.1 Pre-Submission Policy – Update. Mr C Wickenden outlined discussions with the Regulation 14 meetings held 22nd June 2022 & 23rd June 2022 (meeting notes circulated) detailing amendments to the Neighbourhood Plan and referring to item 5.4.
 - 5.2 High Street Infrastructure – Update. Mr C Wickenden outlined details within the June 2022 report (circulated). Assistant Clerk to arrange a meeting with WBC Highways Officers once the amended version has been received from the Consultants and circulated.
 - 5.3 Update on application for the remaining grant amount of £6000 approx. for the continuation of support from consultants O’neill Homer and any other Neighbourhood Plan agreed expenditure. Ms L Haim to provide a quote for ongoing support to assist with Mr C Wickenden’s application.
 - 5.4 Timeline (circulated):
 - 04.07.22
Approval of the final drafts of Submission Documents to be made within the NP Sub-Committee and Planning & Amenities Meetings.
 - 25.07.22
CW to provide a Neighbourhood Plan progress report to the Full Council and seek approval the final documents of the Neighbourhood Plan ahead of submission to WBC for the commencement of Reg 16.
 - 26.07.22
If approved at Full Council, Twyford’s Submission Documents to be sent to WBC for Borough approval.
 - Summer 2022
Regulation 16 Consultation to commence.
 - Winter 2022/Spring 2023
Twyford’s Neighbourhood Plan to hopefully go to referendum.
- The above timeline was noted.
- 5.5 To consider giving Mr C Wickenden & Mrs B Ditcham delegated authority to make decisions on outstanding matters regarding the Neighbourhood Plan enabling any amendments to be made. Final approval of the plan to take place within the Full Council on 26.07.22 ahead of its submission to WBC. It was proposed by Mr R Mantel, for an email to be sent to the Committee detailing any decision, seconded by Mr J Jarvis, and unanimously agreed.
 6. **Budgets & Expenses.**
 - 6.1 For Approval from grant monies – PJA Consultants Fees (High Street Infrastructure – kick off meeting, traffic surveys, data from the flow and baseline analysis & review of the flow data) – £5800.00. It was proposed by Mr J Jarvis, seconded by Mrs E Ashley and unanimously approved for the consultant fees to be paid.
 7. **Approval of Minutes:**
 - 7.1 **Minutes of the Sub-Committee meeting held on the 7th June 2022.**
Approval of the minutes proposed by Mrs B Ditcham & seconded by Mr R Mantel. Motion carried nem con.
 8. **Correspondence circulated by email:**

- 8.1 David Wilson Homes - DWH Land at New Bath Road, Twyford (circulated).
- 8.2 WBC - Green spaces praised for offering access to nature and supporting rare species (circulated).
- 8.3 WBC – New traffic-free route will give pedestrians and cyclists the green light (circulated).
- 8.4 WBC - Stepping up campaign for fair housing policy (circulated).

The above items of correspondence were noted.

- 9. **Date of next meeting:**
Working Group – TBC.
Sub-Committee – 02/08/22 (19:15), Loddon Hall.

The above meeting dates were noted.

Meeting Closed at 19:47