

Twyford Parish Council Minutes of the Meeting of the Council

Meeting held at the Twyford Room, Loddon Hall, RG10 9JA on Tuesday 25th October 2022 at 7:45 pm.

Present: Mr M Alder (Vice Chairman), Mrs E Ashley, Mr J Bowley, Mr M Bray, Mrs B Ditcham, Mr J Jarvis (until item 7), Mr R Mantel, Mrs T Ramsden (from item 8 onwards), Mr C Wickenden, Mr T Winchester, Mrs H Winder & Mrs S Wisdom.

In attendance: Mr S Conway (Borough Councillor), Mr P Cassidy (Ruscombe Parish Council) & 1 member of the press.

Clerk present: Mrs L Moffatt (Clerk).

1. **Public Questions** None

2. **Apologies** Mr R Abeywardana, Mr M Andrea & Mrs L Jarvis.

3. **Declaration of interest in items on the agenda** None

4. **Dispensations** None

5. **Minutes of the Full Council meeting held on 27th September 2022** Proposed

Mr J Jarvis, seconded Mr M Bray to approve the minutes as a true and accurate record. Motion carried nem con.

6. **Matters Arising** None

Mr J Jarvis requested that items 10.3 and 13.1.3 be brought forward to enable him to leave afterwards due to family matters. Mr Bray proposed these items be brought forward, Mr J Bowley seconded, motion carried unanimously.

10.3 Meet your councillor session 08.10.22 (MA & JJ) – no visitors attended

13.1.3 Warm Place – TRCA (JJ) – Trustees are looking into the possibility of opening the social club 5 days of the week subject to volunteers being able to staff the sessions. Age Concern volunteers could be approached to assist with this project. Grants for funding are available and an application will be made to the Council for funding.

Mr J Jarvis left the meeting.

7. **Borough Council Matters** Mr S Conway reported highlighting the following matters:

- **Cost of Living Crisis** – work with the Hardship Alliance and Wokingham Charities. Drop-ins and advertising what's going on in the communities.
- **Borough Parish Liaison Forum** – work to reset the relationships and plans to improve two way communications and working together. Plans to work in partnership on common objectives.
- **Parking schemes** – consultation due.
- **Twyford library** – work is being done to keep with budget and complete the necessary works for an October / November 2023 opening.
- **Boundary review** – Mr Conway summarised the timetable and reported that the majority were in favour of Twyford Joining with Ruscombe and Hurst to make a 3 members ward.

Questions for Mr Conway:

Mrs Ditcham reported that previously those in receipt of the Winter Fuel allowance had the opportunity to donate their allowance. WBC could look into the possibility of being the recipient of these donations

Mrs Ditcham asked if the library opening times could be extended to be used as an activity centre in the winter.

Mr Mantel asked about the consultation on waste. He noted that there was not the option to

remain with weekly collections.

There were no reports from Mr L Ferris or Mr W Smith.

8. Liaison with Ruscombe Parish Council (HW & PC)

Mrs H Winder reported that she and Mrs L Jarvis had attended the meeting. Mrs Jarvis had reported on Twyford and Ruscombe Parish Council has expressed a wish to be part of any warm space / cost of living actions jointly with Twyford.

Mr P Cassidy reported. Mr J Jarvis had attended and reported on Loddon Hall. Once the trustees are confirmed Ruscombe Parish Council would like to support the hall. A discussion on Parish Boundaries also took place.

9. Reports and to receive any recommendations from committees

- 9.1 Planning and Amenities Committee 04.10.22 – minutes were noted
- 9.2 Parish Lands Committee 11.10.22 – minutes were noted
- 9.3 Finance and General Purposes Committee 18.10.22 – minutes were noted

RECOMMENDATIONS:

The Full Council unanimously RESOLVED to approve the following (items 9.3.1 – 9.3.11):

- 9.3.1 **Website support - to approve new contract – additional cost of £260.80.**
- 9.3.2 **Anti Harassment and Bullying policy**
- 9.3.3 **CCTV policy**
- 9.3.4 **Community Engagement Policy**
- 9.3.5 **Data Protection Policy**
- 9.3.6 **Grant policy**
- 9.3.7 **Metal detecting policy**
- 9.3.8 **Snow / Grit policy**
- 9.3.9 **Social media policy**
- 9.3.10 **Grant to ARC £2,000**
- 9.3.11 **Grant to Wokingham Job Support Centre £300**

10. Other representative reports

- 10.1 Twyford in Bloom 2022 (BD & MB) – no report.
- 10.2 Northern Parishes Communication Group (NPCG) meeting (EA) Mrs E Ashley reported on the meeting held on 14th September highlighting the following:
 - Ruscombe Parish Council's Neighbourhood Plan independent examination is complete. They are liaising with WBC to plant trees along London Road and will plant an Oak in memory of the late HRH Queen.
 - Charvil Parish Council have a pavilion project and are looking at designs. Their Neighbourhood Plan residents survey is available on their website. 150 trees were planted for the Queens Jubilee.
 - Hurst Parish Council reported excellent attendance for their lighting of the beacon. They are concerned over speeding issues and quad bikes. They have had a spate of shed thefts and are obtaining a loan for a hub.
 - Adam Young reported from the police on community engagement.
 - Ukraine refugees – reports were positive that they are not having to change host and children are settling into schools.
- 10.3 Meet your councillor session 08.10.22 (MA & JJ) – previously reported on.

11. Community Engagement

- 11.1 Cinema costings and timings (SW) – costings previously sought were in the region of £2600. Agreed to consider as part of the coronation celebrations.
- 11.2 Ice rink costings and timings (MA) – costings varied between £8,000 and £15,000 for a synthetic rink. Mr Andreas report was noted. Proposed Mrs B

Ditcham, seconded Mrs S Wisdom not to pursue this project further. Motion carried unanimously.

- 11.3 Coronation of King Charles III 06.05.23 – suggestions to mark the event in Twyford. Councillors to provide their ideas to the clerk by 8th November. The Clerk will circulate the list of ideas for researching prior to the November Full Council meeting.

13. Winter Crisis

- 13.1 How can we support residents?

13.1.1 Hardship meeting - Mrs H Winder will be meeting with Mr R Yeadon – Twyford Together, Mr S Conway – Borough Councillor, Mr D Grey - Piggott School and representatives from Polehampton Charity on 18.11.22. Mrs H Winder presented on the cost of living crisis and how the Council might help. She suggested working with Ruscombe Parish Council to initiate and co-ordinate a network of community and business warm and safe places. The schedule will be published on the website, social media, notice boards and via a leaflet drop to residents. The Council will continue to signpost residents to support available and will share the material from WBC. Mrs Winder suggested undertaking a Survey Monkey survey to research residents needs. Citizens Advice have already done a survey and it may be possible to share their findings. The clerk will circulate Mrs Winder's report to all councillors. Mrs Winder was thanked for her report.

- 13.1.2 Cost of Living task and finish group (RA) – carried forward.

- 13.1.3 Warm Place – TRCA (JJ) – previously discussed.

- 14. Citizen of the Year award** – suggestions to be forwarded to the Clerk by 8th November. The clerk will post on facebook asking for resident nominations.

15. Clerk's report

- The clerk reported on courses available: Knowledge and Core Skills 03.11.11; Chaining Skills 16.11.22; Introduction to Planning 17.11.22. Interested councillors should liaise with the clerk.
- Notification has today been received from Dalcour Maclaren that a planning application is being submitted for the proposed installation of telecommunications apparatus on King George V recreation ground. Once received this will be commented on by the Planning and Amenities committee.
- Remembrance – councillors confirmed their attendance.

- 16. Civility and Respect pledge** – referred to the Finance and General Purposes committee.

- 17. Items to be discussed at the next meeting.** No items.

- 18. List of authorised payments** – list dated 21.10.22. Proposed for approved by Mr T Winchester, seconded Mr M Bray. Motion carried 10 in favour, 1 against.

Mr Bowley asked the clerk to add two items to the Finance and General Purposes agenda:

- 1) Cheque List
- 2) Salary payments being grouped together

19. Correspondence (all noted)

- 19.1 Hardship Alliance Action Group 7.09.22 & 17.10.22
19.2 Ruscombe Parish Council agenda 05.10.22
19.3 FREE Training from CCB this autumn
19.4 Mayor's Honour Awards open to nominations
19.5 Twyford Twinning AGM 19.10.22 – Mrs Ditcham reported that the meeting had been well attended.

- 19.6 Cost of Living and Support questionnaire - Citizens Advice
19.7 DMARC Violation Connecting Communities in Berkshire October E-Bulletin

- 19.8 CCB – exciting news village halls
- 19.9 Wokingham Charity Sector Newsletter
- 19.10 HALC newsletter - October
- 20. Dates of meetings:**
All meetings 7:45pm at Loddon Hall unless noted otherwise.
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| Twyford Village Fete | 31.10.22 |
| Planning and Amenities Committee | 01.11.22 |
| Ruscombe Parish Council meeting (SW or HW)
(Loddon Hall Ruscombe Room) | 02.11.22 |
| Twyford in Bloom | 03.11.22 |
| Parish Lands Committee | 08.11.22 |
| Borough Parish Liaison Forum 7pm (MA) | 08.11.22 |
| BALC AGM 7:30pm (RA) | 09.11.22 |
| Meet Your Councillor session* | 12.11.22 |
| • Mr M Alder and Mrs H Winder with Mrs S Wisdom as reserve | |
| Remembrance Day
(arrangements circulated 13.10.22) | 13.11.22 |
| Finance & General Purposes Committee | 15.11.22 |
- 21. Staffing matters (under PART 2)**
The Council agreed that as confidential items were to be discussed the Chairman invoked Standing Order 1C “That in view of the special or confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw”. Proposed Mr M Bray, seconded Mr C Wickenden, carried unanimously. The public left the meeting.
Discussion took place on staffing matters and one recommendations is kept on a confidential set of minutes.
- 22. Date of next Full Council meeting – Tuesday 22nd November 2022**

Meeting closed at 21:22