



# Twywell Parish Council

## Minutes of the Twywell Parish Council Meeting held Virtually on Wednesday 27 May 2020, at 6.30pm.

		Action
	<p><b>Councillors Present:</b> Cllr T Green (Chair) Cllr D Boyce Cllr A Davis Cllr N Owens Cllr P Verity</p> <p><b>In Attendance:</b> Mr P Kelly (Clerk)</p>	
1.	<b>Chair to explain the need for a virtual meeting due to the current Corona virus emergency. Chair to explain the "rules" for the virtual meeting.</b>	
2.	<p><b>Chair to explain the need to postpone the Annual Parish Meeting until such time that all parishioners are able to attend and participate in a public meeting.</b></p> <p><b>It was resolved</b> to postpone the Annual Parish Meeting until all parishioners are able to attend and participate in a public meeting. Prop Cllr Boyce secd Cllr Owens. Passed unanimously.</p>	
3.	<p><b>Election of officers</b></p> <p>Cllr Green confirmed his willingness to serve as chair for a further year.</p>	
4.	<b>Apologies for Absence:</b> Cllr M Coales, and Mr Sawford (PCC liaison)	
5.	<p><b>Declarations of Pecuniary Interest</b></p> <p>All members in respect of the Halls Fund, prejudicial. All members in respect of planning application discussions, all councillors live within the village.</p>	
6.	<b>To Consider and Approve Minutes of the Meeting on 4<sup>th</sup> March 2020</b>	
6.1	Item 8.1 First sentence to read "It was agreed a degree of training is vital for the effective and efficient running of the Council."	
6.2	Item 19 First sentence to read " Collision damage to dog bin on Slipton Road." Minutes were approved and signed.	
7.	<b>Issues raised by the parishioners present at the virtual meeting.</b>	
7.1	It was noted that there were no parishioners attending the virtual meeting. Chair pointed out that the virtual meeting was announced on notice boards, conversations with parishioners and parish council website <a href="https://www.twywellparishcouncil.co.uk/">https://www.twywellparishcouncil.co.uk/</a> .	
8.	<p><b>To receive Report on Twywell Parochial Church Council (TPCC) liaison</b></p> <p>Cll Verity stated the PCC was considering a stand alone event in place of the postponed fete.</p>	
9.	<p><b>To consider matters arising from the Minutes of 4<sup>th</sup> March 2020. unless in Agenda item.</b></p> <p>4.2) Clerk to chase conservation officer at ENC 4.3) Closed</p>	Clerk



	<p>d) Audit.</p> <p>i. The Clerk presented to the Council Section 1 the Annual Governance statement of the Annual Return for the Year ended 31 March 2020. Each of the eight questions were read out and approved by the committee. The Annual Governance statement was accepted by the council and the Annual Return Section 1 was signed by the Chair.</p> <p>ii. The Clerk presented to the Council Section 2 the Accounting statement of the Annual Return for the Year ended 31 March 2020. The Accounting statement was accepted by the council and the Annual Return Section 2 was signed by the Chair.</p> <p><b>iii. It was resolved</b> to complete and submit a Certificate of Exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.</p> <p>e) National Lottery Grant. No purchases currently.</p> <p>f) Precept 2021-2022 We have received notice that the first instalment has been paid however the bank statement to confirm has not been received to date.</p>	
<b>13</b>	<b>To receive the Chair's Report</b>	
<b>13.1</b>	Cllr Green stated that the work started last year will continue but what will be key issues in this financial year. He noted street lighting renewal, Lottery Grant facility purchase and community event will be a large part of the work this year. He noted the work being carried out due to the Covid19 outbreak and hoped to continue to improve the community. He thanked the council members for their efforts.	
<b>13.2</b>	The Chair asked councillors to consider if they were aware of any parishioner who may wish to serve on the council as there was currently a vacancy on the council.	
<b>14.</b>	<b>To receive Report on Lottery Community Fund Grant.</b>	
<b>14.1</b>	Cllr Boyce and Owens gave a brief overview. Due to the Covid19 outbreak and the resulting constraints, purchasing of equipment had not moved forward. The priority will be to review costs and move forward with the purchase and siting of the store.	
<b>15.</b>	<b>To review new Correspondence Received</b>	
<b>15.1</b>	A communication by letter from Mr and Mrs Ansell regarding the proposed redevelopment at 4 The Lawns. This was considered in item 10.3.	
<b>16.</b>	<b>Allotments, management of, advertising and maintenance.</b>	
	Cllr Green had spoken to Mr Briggs and both consider there needs to be an overhaul of the allotment rules for holders, plot demarcation, signage, etc. Cllr Green to consider and report to council.	Cllr Green
<b>17.</b>	<b>To consider Health and Safety</b>	
<b>17.1</b>	<b>Items within village</b>	
	a. Street lighting. <b>It was resolved</b> to appoint ZETA Specialist Lighting Ltd at a cost of £350 plus vat to provide a detailed report on all street lighting within the village. This report will be used to obtain quotations for the future replacement of street lighting. Prop Cllr Owens secd Clr Verity Unanimous	Chair
<b>17.2</b>	b. Dog bin to lower green to be repositioned. A parishioner had volunteered to assist with this matter, chair/clerk to contact and arrange.	Chair/Clerk

	<p>c. Dog bin to north of village. Chair to consider purchase.</p> <p><b>Items for Parish Council</b></p> <p>a Mirror at end of Olivers Walk. Parish to consider other possible locations and report at next meeting.</p>	Chair
18.	<p><b>Any other business</b></p> <p>Clr Davis requested the purchase of a reference book on public footpaths <i>Rights Of Way: A Guide to Law and Practice</i> (commonly referred to as the 'Blue Book') <a href="http://cordee.co.uk/Rights-of-Way-Blue-Book-det-0-0-0-10316.html">http://cordee.co.uk/Rights-of-Way-Blue-Book-det-0-0-0-10316.html</a> at a cost of £29.95 plus £5.50postage.  <b>It was resolved</b> to purchase the Blue book.</p>	
	<p><b>Next Meeting VIRTUAL MEETING ie NO VENUE</b></p> <p>Next TPC meeting in <b>on Wednesday 24 June 2020 at 7.00pm,</b>  due to public meeting restraints currently in place, <b>this will be a VIRTUAL meeting.</b></p> <p>Parishioners wishing to contribute in the public item or view the live meeting should request access by emailing the clerk <a href="mailto:twywellclerk@gmail.com">twywellclerk@gmail.com</a> with an access request and provide their email address <b>before 7pm on 23 June 2020.</b></p>	

**There being no other business the meeting closed at 8.25pm.**

**Signed:**

**Chair**

**Date:**

**Parish Council Website** <https://www.twywellparishcouncil.co.uk/>