



Twywell Parish Council

Minutes of the Twywell Parish Council Meeting held in Macqueen House on Wednesday 4 March 2020, at 7.30pm.

		Action
	<p>Councillors Present: Cllr T Green (Chair) Cllr D Boyce Cllr A Davis Cllr P Verity</p> <p>In Attendance: Mr P Ansell, Mr K Sawford (PCC Liaison) and Mr P Kelly (Clerk)</p>	
1.	Apologies for Absence: Cllr M Coales, Cllr W Briggs and Cllr N Owens	
2.	<p>Declarations of Pecuniary Interest All members in respect of the Halls Fund, prejudicial. All members in respect of planning application discussions, all councillors live within the village.</p>	
3.	<p>Approval of Minutes of the Meetings on 22nd January 2020 It was noted item 12.1, the grant should be £9230 not £9240. Minutes were approved and signed.</p>	
4.	Issues raised by the parishioners present at the meeting.	
4.1	Mr Ansell asked what was the progress the planning application 19/01901/FUL at no 57 High Street. The council had objected to the scheme as part of the consultation process. The application was awaiting a decision. Mr Ansell explained his proposal for a potential housing development on the site.	
4.2	Mr Sawford raised the issue of a collapsed roof to a listed curtilage building at Manor Farm. It was resolved to write to the East Northants Council Conservation Officer, informing him of the damage.	Clerk
4.3	Mr Ansell raised the issue of hedges to Slipton Road. It was resolved to write to the landowner.	Clerk
5.	<p>To consider matters arising from the Minutes of 22nd January 2020. unless in Agenda item.</p> <p>4.7) Done. 4.13) Done, a further 2 pledges received 7a) Agenda item 8 8.1) Agenda item 9 12.1) Agenda item 10 14.2) Done. 15) Agenda item 15 16) Done. 17) Done.</p>	
6.	Report on Twywell Parochial Church Council (TPCC) liaison	
6.1	The Parish Council has proposed that the Community Lottery grant celebration could take place on the evening of the village fete. The TPCC have welcomed the approach and are considering the proposal. The intention is to have a final decision for the 12 March Fete Committee meeting.	

7.	<p>To receive the Chair's Report</p> <p>ClIr Green thanked the members of the council for their efforts as there was a lot of action to be carried out.</p> <p>ClIr Green informed the meeting that ClIr Briggs had decided to resign from the council. ClIr Green thanked ClIr Briggs for the 25 years as Chair and 30 years service to the Twywell parish community.</p> <p>It was resolved on behalf of all parishioners to present a small token of gratitude from the parish to ClIr Briggs.</p>	ClIr Green
8. a)	<p>Review of three-year strategy and targets for 2020-2021 and Councillor training.</p>	ClIr Verity
8.1	<p>It was agreed that a degree of training is vital for the effective and efficient running of the council. NCALC can provide on-site training for a number of trainees.</p>	
8.2	<p>It was resolved to complete the Strategic and Operational plan by the end of the third quarter of 2020. Council to consult parishioners to determine their views.</p>	
9	<p>To consider Planning Matters</p>	
9.1	<p>No new applications since last meeting.</p>	
9.2	<p>19/01901/FUL Imassas Resubmission Application. Council submitted consultation response as an Objection to the application with reasons. Decision awaited.</p>	
10.	<p>To receive Report on Lottery Community Fund Grant review of costs seeking vote to approve the procurement of equipment.</p>	
10.1	<p>ClIr Green stated councillors and parishioners were highly commended for the work carried out on the planning for and procurement of the equipment. The current spreadsheet was discussed.</p>	
10.2	<p>It was resolved for ClIrs Boyce and Owens to procure the equipment generally in accordance with the current spreadsheet with a remit to reduce costs as reasonably practicable and ensure the total does not exceed the £9230 budget.</p>	ClIrs Boyce and Owens
10.3	<p>It was noted that an asset register should be completed as equipment was purchased.</p>	ClIrs Boyce and Owens
10.4	<p>It was noted that an operational and maintenance manual should be completed as soon as practicable after purchases.</p>	
11.	<p>Liaison update with Macqueen House.</p>	
11.1	<p>ClIr Davis has a further meeting with Ms Hobbs of Macqueen House on 16 March.</p>	ClIr Davis
11.2	<p>Clerk to prepare a list of future dates for council meetings for the year, to be first Wednesday of each month.</p>	Clerk
12.	<p>Street Lighting review. Next steps.</p>	
12.1	<p>ClIrs Green and Owens had researched grants for the replacement of street lighting and discovered there were no options for free grants for street lighting replacement. They had prepared a report setting out 6 options for the future replacement operation and costs of street lighting.</p>	
12.2	<p>ClIr Green to streamline the options and represent at the next meeting.</p>	ClIr Green
13.	<p>To consider Communications</p>	
13.1	<p>a) Website There is a need to keep pace with current information.</p>	
13.2	<p>b) Notice Boards ClIr Boyce to purchase cork tiles to refurbish notice board/s</p>	ClIr Boyce

14.	To review new Correspondence Received	
14.1	A communication by email from Mr Screeton regarding excess speeding within the village. The issue is to be researched by the council. Clerk to respond to Mr Screeton.	Clerk
14.2	Gullies within the village still to be cleaned, despite several communications with the highway authority. Issue to be raised again with highway authority.	Cllr Green
15.	Allotments, management of, advertising and maintenance. Cllr Green	
15.1	Mr Briggs will continue to look after the Red Book until after April.	
15.2	It was resolved to put an advert in the Together magazine for one year advertising vacant allotment space. The cost of advert to be £25 per year.	Cllr Green
16.	To consider Health and Safety	
16.1	Items within village	
	a. Dog bin to lower green to be repositioned. Clerk to investigate the work required and order as necessary.	Clerk
16.2	Items for Parish Council	
	Clerk to draft letter for Chair regarding condition of hedges on Slipton Road.	Clerk
17.	To consider Parish Council Finances	
	a)	
	Invoices for payment:	
	NCALC 100965 £ 4.00	
	Accountant 100966 £ 13.50	
	Clerks salary Jan/Feb/Mar 20 100967 £ 249.30	
	Money received but not accounted for, Mr Yates £ 100.00	
	in this period Ms Wright £ 25.00	
	b) Financial Report:	
	Financial Report for period 1 st April 2019 – 4 March 2020:	
	Brought Fwd at 01.04.2018 £ 6872.00	
	Income for the year to date £13467.20	
	Expenditure for the year £ 6426.42	
	Balance on Current Account £13912.78	
	Allotment funds stand at £ 1767.71	
	Transparency Code stand at £ 741.96	
	National Lottery Grant £ 9230.00	
	c) Twywell Halls Fund:	
	New mandate received and completed. Information on all Halls Fund trustees now updated with Charity Commission.	
	Current Account Balance £ 3695.93	
	Balance Business Base Rate Tracker Account £ 7522.36	
	d) Audit. It was resolved to approach Mr Bradshaw to act as internal auditor.	
	e) National Lottery Grant. No purchases currently.	
	f) Precept 2021-2022	
	No further information from East Northamptonshire Council.	
18.	To discuss future elections in May 2020	
18.1	The Clerk informed the council that the deadline for all nominations for re-election was 8 th April hence all present councillors who wanted to stand for re-election should send details of their interest to the clerk.	All
18.2	Clerk to attend ENC training meeting on 19 March.	

19.	Any other business Collision Damage to dog bin on Slipton Road. Clerk to inform insurer of vehicle accident damage to dog bin.	Clerk
	Next Meeting Next TPC meeting in on Wednesday 1 April 2020 at 7.00, location to be arranged.	

There being no other business the meeting closed at 9.45pm.

Signed:

Chair

Date:

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