



Twywell Parish Council

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

		Action
	<p>Councillors Present: Cllr T Green (Chair) Cllr D Boyce Cllr A Davis Cllr N Owens Cllr P Verity</p> <p>In Attendance: Mr P Kelly (Clerk)</p>	
1.	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.	
2.	<p>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.</p> <p>It was resolved 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>Election of officers</p> <p>Cllr Green confirmed his willingness to serve as chair for a further year.</p>	
4.	Apologies for Absence: Cllr M Coales, and Mr Sawford (PCC liaison)	
5.	<p>Declarations of Pecuniary Interest</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.	To Consider and Approve Minutes of the Meeting on 4th March 2020	
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.	Issues raised by the parishioners present at the virtual meeting.	
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 https://www.twywellparishcouncil.co.uk/ .	
8.	<p>To receive Report on Twywell Parochial Church Council (TPCC) liaison</p> <p>Cll Verity stated the PCC was considering a stand alone event in place of the postponed fete.</p>	
9.	<p>To consider matters arising from the Minutes of 4th March 2020, unless in Agenda item.</p> <p>4.2) Clerk to chase conservation officer at ENC 4.3) Closed</p>	Clerk

	<p>7) It was resolved to purchase voucher to be presented to past chair for 25 years service. Prop Cllr Boyce secd Cllr Verity</p> <p>8.1) Re-establish contact with NCALC and confirm the training process and courses post Covid19</p> <p>8.2) Strategic plan to be put on hold until conventional working processes are returned.</p> <p>10.2 and 10.3) Agenda item 14</p> <p>11.1) Meeting with Ms Hobbs took place and set foundations of what co-operation could be achieved. Further meeting to be set for September when Macqueen House re-opens.</p> <p>13.1) Ongoing due to lockdown</p> <p>14.1) Ongoing, flashing traffic sign to be investigated.</p> <p>14.2) Closed</p> <p>15.2) Advertising to be placed in next magazine.</p> <p>16.1) Item 17</p>	<p>Chair</p> <p>Cllr PV</p> <p>Cllr AD</p> <p>Chair</p>																							
<p>10.</p> <p>10.1</p> <p>10.2</p> <p>10.3</p>	<p>To consider Planning Matters</p> <p>19/01901/FUL Imasaz Resubmission Application. Council spoke at ENC virtual planning meeting on 21 May. Decision Deferred. Meeting to take place on site to review highway access visibility between ENC planning officer, NCC highways officer, Twywell PC and district councillor D Hughes. Chair thanked Mr P Wren for his work and support with this matter on behalf of the parish council.</p> <p>20/00326/FUL widening of door and creation of slope at Macqueen House. Decision Granted</p> <p>20/00505/FUL Demolish existing dwelling and replace dwelling. The property is visible from St Nicholas church a listed building. Council considers the proposal to be imposing, massing out of character with surroundings, has a balcony overlooking the cemetery, application has not provided sufficient information to clearly consider the visual impact on the church. It was resolved to object to the application.</p>	<p>Chair/Clerk</p>																							
<p>11.</p> <p>11.1</p> <p>11.2</p>	<p>To consider Communications</p> <p>a) Website Website updated. Cllr Verity asked if the Councils Code of Conduct could be uploaded.</p> <p>b) Notice Boards Chair commented that the boards look neat and up to date.</p>	<p>Chair</p>																							
<p>12.</p> <p>a)</p> <p>b)</p> <p>c)</p>	<p>To consider Parish Council Finances</p> <p>Invoices for payment:</p> <table border="0"> <tr> <td>NCALC</td> <td>100972</td> <td>£ 181.17</td> </tr> </table> <p>Financial Report: Financial Report for period 1st April 2020 – 27 May 2020:</p> <table border="0"> <tr> <td>Brought Fwd at 01.04.2018</td> <td>£13447.57</td> </tr> <tr> <td>Income for the year to date</td> <td>£ nil</td> </tr> <tr> <td>Expenditure for the year</td> <td>£ 181.17</td> </tr> <tr> <td>Balance on Current Account</td> <td>£13267.40</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Allotment funds stand at</td> <td>£ 1604.91</td> </tr> <tr> <td>Transparency Code stand at</td> <td>£ 741.96</td> </tr> <tr> <td>National Lottery Grant</td> <td>£ 9230.00</td> </tr> </table> <p>Twywell Halls Fund:</p> <table border="0"> <tr> <td>Current Account Balance</td> <td>£ 3695.93</td> </tr> <tr> <td>Balance Business Base Rate Tracker Account</td> <td>£ 7522.36</td> </tr> </table>	NCALC	100972	£ 181.17	Brought Fwd at 01.04.2018	£13447.57	Income for the year to date	£ nil	Expenditure for the year	£ 181.17	Balance on Current Account	£13267.40			Allotment funds stand at	£ 1604.91	Transparency Code stand at	£ 741.96	National Lottery Grant	£ 9230.00	Current Account Balance	£ 3695.93	Balance Business Base Rate Tracker Account	£ 7522.36	
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	<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>iii. It was resolved 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>	
<p>13</p> <p>13.1</p> <p>13.2</p>	<p>To receive the Chair's Report</p> <p>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.</p> <p>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.</p>	
<p>14.</p> <p>14.1</p>	<p>To receive Report on Lottery Community Fund Grant.</p> <p>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.</p>	
<p>15.</p> <p>15.1</p>	<p>To review new Correspondence Received</p> <p>A communication by letter from Mr and Mrs Ansell regarding the proposed redevelopment at 4 The Lawns. This was considered in item 10.3.</p>	
<p>16.</p>	<p>Allotments, management of, advertising and maintenance.</p> <p>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.</p>	<p>Cllr Green</p>
<p>17.</p> <p>17.1</p> <p>17.2</p>	<p>To consider Health and Safety</p> <p>Items within village</p> <p>a. Street lighting. It was resolved 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 Cllr Verity Unanimous</p> <p>b. Dog bin to lower green to be repositioned. A parishioner had volunteered to assist with this matter, chair/clerk to contact and arrange.</p>	<p>Chair</p> <p>Chair/Clerk</p>



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

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

Signed:



Chair



Date:

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

