

# Twywell Parish Council

Parish Clerk  
2 Gordon Terrace  
Twywell  
Northamptonshire  
NN14 3AH

Telephone: 07960 214820  
E-mail: clerk@twywellparish council.co.uk  
Web: www.twywellparishcouncil.co.uk



## Festival Committee Meeting Minutes

<b>Date</b>	Thursday 11 <sup>th</sup> April 2024	<b>Time</b>	7pm – 7.37pm
<b>Meeting held at</b>	MacQueen House, Twywell, Kettering, NN14 3AH		
<b>Present (Parish Cllrs (PC))</b>	Councillor Wendy Brackenbury (Chair to TPC), Councillor Peter Moynehan (PM), Nick Owens (NO) Tim Green (Chair to FC (TG)) Dale Boyce (DB) Members of the public in attendance (0)		
<b>Apologies</b>			
<b>Minutes taken by</b>	Helen Keech - Clerk to Twywell Parish Council		
<b>Discussion</b>		<b>Action</b>	
FC0424.01	<b>Apologies</b> (LGA 1972 Sch12, para 40). To receive and approve apologies for absence.	RESOLVED: That none were given at this meeting.	
FC0424.02	<b>Declaration of interests</b> (Localism act 2011 and the relevant authorities (DPI) regulations 2012). Members to declare any pecuniary or prejudicial interests in relation to items on the agenda.	RESOLVED: That none were given at this meeting.	
FC0424.03	<b>Minutes of meeting - 6<sup>th</sup> April 2022.</b> (LGA 1972 Sch12 P41(1)). The minutes of the meeting confirmed as a correct record (see attached).	RESOLVED: That the minutes be signed by the chair as a correct record of the meeting  DB to email Clerk copies of previous FC Minutes to hold on file.	
FC0204.05	<b>Public session</b>  <b>No residents in attendance</b>		
FC0204.05	<b><u>CLERK'S UPDATE &amp; CORRESPONDENCE</u></b>  <b>Festival Committee - Terms of reference</b>  New FC Terms of reference read and accepted by FC including 3 TPC Councillors to be included and the meetings held in a public place.	Clerk to investigate with NALC if meetings can be over	

	Festival Committee - Terms of reference to be discussed at next Twywell Parish Council meeting for approval.	the internet and not in a public place.
FC0204.06	<p><b><u>FESTIVAL FINANCES / ACCOUNTS</u></b> (Accounts &amp; Audit 2015 Reg 4)</p> <p>The current account balance stands at £1,100.12 on 31<sup>st</sup> March 2024.</p> <p><b>Potential equipment requirements</b> - The committee would like to add the additional items to support the supplies on offer to the village.</p> <p>6m Gazbo with sides £766.00 inc VAT Gazebo Heaters £200.00 inc VAT <del>Defefender</del><u>Defender</u> Power &amp; Light's £ 131.45 inc VAT</p> <p>Total costs £1,097.45</p>	RESOLVED: Agreed to purchase by the Festival Committee (NO,DB,TG) and uses the remain <del>der</del> <u>ered</u> of the lottery funds.
FC0424.07	<p><b><u>COMMUNITY MATTERS</u></b></p> <p><b>D-Day Celebrations &amp; Summer Fete</b></p> <p>The above events will run on the weekend of 8<sup>th</sup> &amp; 9<sup>th</sup> June 2024. This is being run by the PCC with Sean Flanagan taking the lead. They have requested the loan of all the equipment.</p> <p>The PPC have the relevant insurance in place. They will conduct their own risk assessments for the event.</p>	RESOLVED: Agreed to loan all equipment by the FC as this is a village event. (NO,DB,TG)
FC0424.08	<p><b>Items for next meeting or general interest</b></p> <p>To discuss how the FC will self-funding repairs / replacement of equipment. Who will be responsible to ensure equipment is maintained and compliant. Request for hire of equipment has been verbally received by Cllr James Totten for this summer.</p>	
FC0424.09	<p><b>Dates for future meetings -</b></p> <p>To be arranged</p> <p>All Festival Committee meetings will be advised by way of a summons in the form of an agenda in line with statutory requirements.</p>	
FC0424.10	<b>Close of meeting</b>	

---

	Due to no other business the chair closed the meeting at 7.37pm	
--	---	--

Approved & Signed by Tim Green on ?????? 2024

Mr Tim Green  
Chair to Festival Committee on behalf of the  
Twywell Parish Council

DRAFT