

Twywell Parish Council

Parish Clerk
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Twywell
Northamptonshire
NN14 3AH

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Agenda for Parish Council General Meeting on Tuesday 16th July 2024 from Helen Keech - Twywell Parish Clerk

Date	16 th July 2024	Time	7pm
Meeting held at	MacQueen House, Twywell, Kettering, NN14 3AH		
To the members of the council	Cllr Wendy Brackenbury (Chair) Cllr Marc Dryburgh, Cllr Peter Moynehan, Cllr James Totten (V/Chair)	Cllr David Brackenbury, Cllr Seamus Leahy, Cllr Geoff Shacklock.	
You are summoned to attend the	Meeting of Twywell Parish Council to be held on the above date, time and place for transacting the following business.		
Discussion / Agenda			
0724.55	To receive and approve reasons for apologies - members to approve apologies for absence (LGA 1972 Sch12, para 40).		
0724.56	To receive declaration of interests - members to declare any pecuniary or prejudicial interests in relation to items on the agenda (Localism act 2011 and the relevant authorities (DPI) regulations 2012).		
0724.57	Minutes of meeting - 7th May 2024. The minutes of the meeting to be confirmed as a correct record (LGA 1972 Sch12 P41(1)).		
0724.58	Public Session (*) - The council welcomes the participation of residents and will receive and process comments and questions from members of the public/press in accordance with the Twywell Parish Council Standing Orders.		
0724.59	Festival Committee - Sub-Committee to the Twywell Parish Council a) To discuss next meeting with TPC-FC b) To discuss finance's (outgoings/income)		
0724.60	Allotments - To discuss the following a) Potential Asbestos - Update required. b) Pond on the allotments - request from Cllr MD c) Ring Fence Money - Traced back to 2008 Minutes d) Joining 'National Society of Allotment holders' e) Plot sizes and numbering 'Top Moor & Plantation' f) Allotment rules / agreement for tenants (Draft)		

	<p>g) Cllrs 'declaration of interest'</p> <p>h) 'Bees' being kept on Top Moor Allotment.</p> <p>i) 'Untended' plot on Top Moor Allotment.</p> <p>j) Allotment outside boundary.</p>																																																				
0724.61	<p><u>CLERKS UPDATE & CORRESPONDANCE</u></p> <p>To discuss the following</p> <p>a) Update on .gov.uk</p> <p>b) Elections - May 2025</p> <p>c) email (UK Exclusive Internal Defibrillator Scheme)</p> <p>d) email received from Cllr JT</p> <p>e) Village Hall Charity</p> <p><u>POLICES - New policies to adopt</u></p> <p>Twywell Parish Council Financial Regulations 2024 - Emailed to Cllrs 28.05.2024</p> <p>Twywell Parish Council - Planning Scheme of Delegation for Parish Clerk Emailed to Cllrs 04.07.2024</p> <p>Twywell Parish Council - Allotment Agreement 2024 - Emailed to Cllrs 04.06.2024</p> <p>Twywell Parish Council - Data Protection (allotments) - Emailed to Cllrs 04.06.2024</p> <p>Twywell Parish Council - Personal Information sheet (allotments) - Emailed to Cllrs 04.06.2024</p> <p>Twywell Parish Council Risk Assessment - Allotments - need to look at Current TPC for Allotments on this or have a separate R/A for allotments</p>																																																				
0724.62	<p><u>FINANCES / ACCOUNTS</u></p> <p>To note current account balance stands at £12,774.67 on 4th July 2024. (Accounts & Audit 2015 Reg 4)</p> <p>Invoices - to approve payments for the following (Accounts & Audit 2015 Reg 4)</p> <table border="1" data-bbox="360 1541 1428 2096"> <thead> <tr> <th>DATE</th> <th>TO WHOM</th> <th>REASON</th> <th>COST</th> </tr> </thead> <tbody> <tr> <td>06.05.2024</td> <td>DK Payroll Solutions</td> <td>Payroll Lite Services</td> <td>£18.00</td> </tr> <tr> <td>02.05.2024</td> <td>N Northamptonshire Council</td> <td>Dog Bin emptying for village Apr23 - March 24</td> <td>£125.80</td> </tr> <tr> <td>09.05.2024</td> <td>Npower - final bill</td> <td>Unmetered supply (lights)</td> <td>£202.31</td> </tr> <tr> <td>15.03.2024</td> <td>NCALC</td> <td>Off to a flying start - Cllr JT</td> <td>£57.60</td> </tr> <tr> <td>09.07.2024</td> <td>Girl Guides</td> <td>Hire of hall for TPC Meeting</td> <td>£40.00</td> </tr> <tr> <td>01.06.2024</td> <td>DK Payroll Solutions</td> <td>Payroll Lite Services</td> <td>£18.00</td> </tr> <tr> <td>01.06.2024</td> <td>Clear Councils</td> <td>Insurance for TPC</td> <td>£602.40</td> </tr> <tr> <td>04.06.2024</td> <td>HMRC</td> <td>PAYE for Aug 23 March 2024</td> <td>£907.76</td> </tr> <tr> <td>04.06.2024</td> <td>HMRC</td> <td>PAYE for Payroll - April 2024</td> <td>£74.20</td> </tr> <tr> <td>04.06.2024</td> <td>HMRC</td> <td>PAYE for Payroll - May 2024</td> <td>£74.40</td> </tr> <tr> <td>04.06.2024</td> <td>HMRC</td> <td>PAYE for Payroll - June 2024</td> <td>£74.40</td> </tr> <tr> <td>13.06.2024</td> <td>Yu Energy</td> <td>Invoice 01784542</td> <td>£6.15</td> </tr> </tbody> </table>	DATE	TO WHOM	REASON	COST	06.05.2024	DK Payroll Solutions	Payroll Lite Services	£18.00	02.05.2024	N Northamptonshire Council	Dog Bin emptying for village Apr23 - March 24	£125.80	09.05.2024	Npower - final bill	Unmetered supply (lights)	£202.31	15.03.2024	NCALC	Off to a flying start - Cllr JT	£57.60	09.07.2024	Girl Guides	Hire of hall for TPC Meeting	£40.00	01.06.2024	DK Payroll Solutions	Payroll Lite Services	£18.00	01.06.2024	Clear Councils	Insurance for TPC	£602.40	04.06.2024	HMRC	PAYE for Aug 23 March 2024	£907.76	04.06.2024	HMRC	PAYE for Payroll - April 2024	£74.20	04.06.2024	HMRC	PAYE for Payroll - May 2024	£74.40	04.06.2024	HMRC	PAYE for Payroll - June 2024	£74.40	13.06.2024	Yu Energy	Invoice 01784542	£6.15
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	13.06.2024	Yu Energy	Invoice 01784563	£11.92
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	01.07.2024	DK Payroll Solutions	Payroll Lite Services	£18.00
	02.07.2024	Yu Energy	Invoice 01821662	£7.35
	02.07.2024	Yu Energy	Invoice 01821667	£14.32
	02.07.2024	Yu Energy	Invoice 01821661	£77.33
	25.07.2024	HMRC	PAYE - July 2024	£74.40
	<ul style="list-style-type: none"> a) To discuss Village Fete Small Society Lottery Registration invoice b) To discuss and approve direct debit payments. c) To discuss Saving Account d) To discuss Bank Signatories e) To discuss Debit Card f) To note email received from external auditors g) To discuss VAT126 reclaim before 2023 			
	<p><u>COMMUNITY MATTERS</u></p> <p><u>HIGHWAYS</u></p> <ul style="list-style-type: none"> a) To discuss applying for licences b) To discuss Village Gates c) To discuss cost of planters d) To approve letter to owner of the Farm requesting trees are cut back e) To discuss Empowering Funding application f) To discuss Village notice boards <p><u>PLANNING APPLICATIONS</u> (Town & Country Planning Act 1990 Sch 1 para 8.) <u>(current information can be found on the TPC website under planning)</u></p> <p>To consider / note the following planning applications -</p> <p>Notification of appeal - Gordonville.</p> <p>NE/24/00409/TCA/ G1 - Conifers, T2 - Plum - Fell. - TPC has not been requested to respond to this application from planning - Permitted</p> <p>NE/24/00294/FUL - TPC via email from the Cllrs 'No observations in favour or against (neutral)'</p> <p>NE/24/00295/LBC - TPC via email from the Cllrs 'No observations in favour or against (neutral)'</p> <p>Outcomes of previous applications -</p> <p>NE/24/00230/FUL - Home Farm Barn - Clerk received notice of Refusal</p> <p>NE/24/00294/FUL - Manor House - Clerk received notice of Approval</p> <p>NE/24/00295/LBC - Manor House - Clerk received notice of Approval</p> <p>NE/24/00233/LBC - 1 Home Farm Cottage - Clerk received notice of Approval</p>			
0724.63				
0724.64	Items for next meeting or general interest			

0724.65	<p>Dates for future meetings - McQueen House has been booked by clerk for</p> <p>9th September 2024 12th November 2024</p> <p>All other committee meetings will be advised by way of a summons in the form of an agenda in line with statutory requirements.</p>
0724.66	Close of Meeting

Signed

Mrs H Keech

Helen Keech
Clerk to Twywell Parish Council

(*) Members of the public are encouraged to address the Council at this point in the meeting through the Chair in relation to any item on the Agenda. The maximum time limit for this item is 15 minutes, in accordance with the Standing Orders adopted by the Council.

Please note, this is a public meeting and you may be filmed, recorded and published.

Copies of all council papers are available to download at www.twywellparishcouncil.co.uk

	POWER & DUTIES	
KEY	ACT	Section
LGA 1972	Local Government Act	SS 133
PCA 1957	Parish Council Act 1957	S3
HWA 1980	High Ways Act 1980	S301
SH & A Act 1908	Small Holdings and Allotment Act 1908	SS 23,26, 42
L&AA 1976	Lotteries & Amusements Act	S7
LGA 1972	Local Government Act	S226