

# Twywell Parish Council

Parish Clerk  
2 Gordon Terrace  
Twywell  
Northamptonshire  
NN14 3AH

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## Agenda for Parish Council General Meeting on Tuesday 24th September 2024 from Helen Keech - Twywell Parish Clerk

<b>Date</b>	24th September 2024	<b>Time</b>	7pm
<b>Meeting held at</b>	MacQueen House, Twywell, Kettering, NN14 3AH		
<b>To the members of the council</b>	Cllr Wendy Brackenbury (Chair) Cllr Marc Dryburgh, Cllr Peter Moynehan, Cllr James Totten (V/Chair)	Cllr David Brackenbury, Cllr Seamus Leahy, Cllr Geoff Shacklock.	
<b>You are summoned to attend the</b>	Meeting of Twywell Parish Council to be held on the above date, time and place for transacting the following business.		
<b>Discussion / Agenda</b>			
0924.67	<b>To receive and approve reasons for apologies</b> - members to approve apologies for absence (LGA 1972 Sch12, para 40).		
0924.68	<b>To receive declaration of interests</b> - 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). <i>Councillors are reminded of their obligations to declare orally their interests as per TPC Code of Conduct.</i>		
0924.69	<b>Minutes of meeting - 16<sup>th</sup> July 2024.</b> The minutes of the meeting to be confirmed as a correct record (LGA 1972 Sch12 P41(1)).		
0924.70	<b>Public Session (*)</b> - 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. <i>Decisions cannot be made on items not on the agenda.</i>		
0924.71	<b>Festival Committee - Sub-Committee to the Twywell Parish Council</b>  To update TPC with information from FC meeting on 3 <sup>rd</sup> September 2024 (Draft minutes from FCM will be at TPC meeting).		
0924.72	<b>Allotments</b>  To <b>discuss</b> the following and <b>agree</b> an action plan  a) Potential Asbestos - Update given via email to Cllrs via email / request to source new company.		

	<b>b)</b> Update Cllrs on meeting with Tata.																																																																								
0924.73	<p><b><u>CLERKS UPDATE &amp; CORRESPONDANCE</u></b></p> <p>To <b>discuss / update</b> on the following</p> <ul style="list-style-type: none"> <li>a) Clear Councils insurance policy (Auditors note)</li> <li>b) Rushden Lakes - Bus service</li> <li>c) Delectation of interests (Cllrs) - NCC website (reminder email sent 19.08.2024)</li> <li>d) 77th Northants CALC Annual Conference - Email sent to Cllrs on 08.08.2024 - no response from email by Cllrs</li> <li>e) Update on .gov.uk</li> <li>f) Internal Audit - Action Plan</li> <li>g) Pension Regulator</li> <li>h) Elections - May 2025</li> <li>i) Village Hall Charity</li> <li>j) Street Lights - Update - (UNS - light in Woodwell)</li> </ul>																																																																								
0924.74	<p><b><u>FINANCES / ACCOUNTS</u></b></p> <p>To <b>note</b> current account balance stands at £ 8,161.00 on 18.09.2024. (Accounts &amp; Audit 2015 Reg 4)</p> <p><b>Invoices - to approve</b> payments for the following (Accounts &amp; Audit 2015 Reg 4)</p> <table border="1"> <thead> <tr> <th>DATE</th> <th>TO WHOM</th> <th>REASON</th> <th>COST</th> </tr> </thead> <tbody> <tr> <td>16.09.2024</td> <td>DCK Payroll Solution</td> <td>Payroll Provider</td> <td>18.00</td> </tr> <tr> <td>02.09.2024</td> <td>Yu Engery</td> <td>Invoice 01956991</td> <td>14.89</td> </tr> <tr> <td>02.09.2024</td> <td>Yu Engery</td> <td>Invoice 01956986</td> <td>7.58</td> </tr> <tr> <td>02.09.2024</td> <td>Yu Engery</td> <td>Invoice 01956985</td> <td>80.70</td> </tr> <tr> <td>20.08.2024</td> <td>Internal Transfer</td> <td>Savings Account</td> <td>2,000.00</td> </tr> <tr> <td>20.08.2024</td> <td>NCALC</td> <td>Cllrs Training</td> <td>57.60</td> </tr> <tr> <td>15.08.2024</td> <td>DCK Payroll Solution</td> <td>Payroll Lite Services</td> <td>18.00</td> </tr> <tr> <td>09.08.2024</td> <td>Yu Engery</td> <td>Invoice 01890485</td> <td>14.92</td> </tr> <tr> <td>09.08.2024</td> <td>Yu Engery</td> <td>Invoice 01890480</td> <td>7.58</td> </tr> <tr> <td>09.08.2024</td> <td>Yu Engery</td> <td>Invoice 01890478</td> <td>79.41</td> </tr> </tbody> </table> <p>To note payment awaiting approval for the following (Accounts &amp; Audit 2015 Reg 4)</p> <table border="1"> <thead> <tr> <th>DATE</th> <th>TO WHOM</th> <th>REASON</th> <th>COST</th> </tr> </thead> <tbody> <tr> <td>16.09.2024</td> <td>DCK Payroll Solution</td> <td>Payroll Provider</td> <td>18.00</td> </tr> </tbody> </table> <p><b>Invoices - to note</b> income into the current account (Accounts &amp; Audit 2015 Reg 4)</p> <table border="1"> <thead> <tr> <th>DATE</th> <th>FROM WHOM</th> <th>REASON</th> <th>COST</th> </tr> </thead> <tbody> <tr> <td>25.08.2024</td> <td>Lottery Hire</td> <td>Table &amp; Chairs</td> <td>£16.00</td> </tr> <tr> <td>12.08.2024</td> <td>HMRC VTR</td> <td>XVV126000104733</td> <td>£1,162.75</td> </tr> <tr> <td>29.07.2024</td> <td>Cummins M&amp;DA</td> <td>Allotment</td> <td>£28.00</td> </tr> <tr> <td>31.05.2024</td> <td>Alex Becket</td> <td>Allotment</td> <td>£28.00</td> </tr> </tbody> </table>	DATE	TO WHOM	REASON	COST	16.09.2024	DCK Payroll Solution	Payroll Provider	18.00	02.09.2024	Yu Engery	Invoice 01956991	14.89	02.09.2024	Yu Engery	Invoice 01956986	7.58	02.09.2024	Yu Engery	Invoice 01956985	80.70	20.08.2024	Internal Transfer	Savings Account	2,000.00	20.08.2024	NCALC	Cllrs Training	57.60	15.08.2024	DCK Payroll Solution	Payroll Lite Services	18.00	09.08.2024	Yu Engery	Invoice 01890485	14.92	09.08.2024	Yu Engery	Invoice 01890480	7.58	09.08.2024	Yu Engery	Invoice 01890478	79.41	DATE	TO WHOM	REASON	COST	16.09.2024	DCK Payroll Solution	Payroll Provider	18.00	DATE	FROM WHOM	REASON	COST	25.08.2024	Lottery Hire	Table & Chairs	£16.00	12.08.2024	HMRC VTR	XVV126000104733	£1,162.75	29.07.2024	Cummins M&DA	Allotment	£28.00	31.05.2024	Alex Becket	Allotment	£28.00
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	24.05.2024	Heather Simlo	Allotment	£42.00
	20.05.2024	Alan Yates	Allotment	£28.00
	20.05.2024	Gerry Gray	Allotment	£7.00
	Instant Access Savings Account - to <b>note</b> balance off (Accounts & Audit 2015 Reg 4)			
	<b>DATE</b>	<b>INCOME</b>	<b>REASON</b>	<b>COST</b>
	20.08.2024	Internal Transfer	Savings Account	£2,000.00
	<ul style="list-style-type: none"> <li>a) To <b>discuss</b> Village Fete Small Society Lottery Registration invoice</li> <li>b) To <b>discuss / update</b> Instant Access Saving Account</li> <li>c) To <b>discuss</b> Bank Signatories / Signatories update (viewers) and clerk to be updated to programme administrator (recommendation by bank)</li> <li>d) To <b>discuss</b> VAT126 reclaim before 2023 (work in progress)</li> </ul>			
	<b><u>COMMUNITY MATTERS</u></b>			
	<b><u>HIGHWAYS</u></b>			
	- <b>to create an action plan for the following</b>			
	<ul style="list-style-type: none"> <li>a) To <b>discuss / outcome</b> of Cllr MD compliant of drain cleaning to LA</li> <li>b) To <b>discuss</b> applying for licences - (SL interested in applying for a grant)</li> <li>c) To <b>discuss</b> Village Gates (Grant for gate application MD - Not noted on minutes)</li> <li>d) To <b>discuss</b> cost of planters</li> <li>e) To <b>discuss</b> Empowering Funding application</li> <li>f) To <b>discuss</b> Village notice boards</li> </ul>			
0924.75	<b><u>PLANNING APPLICATIONS</u></b> (Town & Country Planning Act 1990 Sch 1 para 8.) <b>(current information can be found on the TPC website under planning)</b>  To <b>consider / note</b> the following planning applications -  <b>NE/24/00857/TCA/   T6/T7</b> ; Ash - reduce by 3 metres.   Land Rear Of 57 High Street Twywell - Information previously sent to Cllrs and resent on 18.09.2024  <b>NE/24/00892/LDE</b>   Certificate of Lawfulness for existing development/Use; detached dwelling with highway access, off road parking and private amenity land.   The Barn Old Station House Old Kettering Road Twywell Kettering NN14 3AL - Currently clerk has not received any communication from planning regarding this.  Outcomes of previous applications - <b>None</b>			
0924.76	<b>Any other business</b>			
0924.77	<b>Items for next meeting or general interest</b>			
0924.78	<b>Dates for future meetings</b> - McQueen House has been booked by clerk for			

	<p>12<sup>th</sup> November 2024</p> <p>Potential Dates for 2025</p> <p>14<sup>th</sup> January 2025  4<sup>th</sup> March 2025  6<sup>th</sup> May 2025 - AGM  8<sup>th</sup> July 2025  2<sup>nd</sup> September 2025  4<sup>th</sup> November 2025</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>
0924.79	<b>Close of Meeting</b>

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](http://www.twywellparishcouncil.co.uk)

	<b>POWER &amp; DUTIES</b>	
<b>KEY</b>	<b>ACT</b>	<b>Section</b>
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