

# Twywell Parish Council

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## Agenda for Parish Council General Meeting on Tuesday 12th November 2024 from Helen Keech - Twywell Parish Clerk

<b>Date</b>	12 <sup>th</sup> November 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>			
1124.80	<b>To receive and approve reasons for apologies</b> - members to approve apologies for absence (LGA 1972 Sch12, para 40).		
1124.81	<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>		
1124.82	<b>Minutes of meeting - 24<sup>th</sup> September 2024.</b> The minutes of the meeting to be confirmed as a correct record (LGA 1972 Sch12 P41(1)).		
1124.83	<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>		
1124.84	<b>Festival Committee - Sub-Committee to the Twywell Parish Council</b>  The Festival Committee was dissolved at the last TPC meeting (Proposed by Cllr PM & Seconded by Cllr JT). We are awaiting keys to container and items belonging to the TPC to be returned, however keeper of these was away on date due. They have equipment stored at their home and is awaiting update from clerk after this meeting.		

1124.85	<p><b>Allotments</b></p> <p>To discuss the following and agree an action plan</p> <p>a) Asbestos Removal - Council originally approved 6 sheets, then additional 15 extra sheets = 21 sheets. Company removed 28 sheets in total - Cllr J Totten agreed additional 6 sheets to be removed. Total cost £1,848.00. <i>Clerk used FR 5.18 &amp; Scheme of Delegation 1.3 for additional payment, informed chair by phone on day &amp; Cllrs via email 26.09.2024 for approval of extra cost.</i></p> <p>b) Update Cllrs on progress of potential purchase of allotments from Tata.</p>
1124.86	<p><b><u>CLERKS UPDATE &amp; CORRESPONDANCE</u></b></p> <p>To <b>discuss / update /</b> on the following</p> <p>a) Local Elections - May 2025 - To consider plans, budget, and arrangements.</p> <p>b) Feedback from NALC survey - Cllrs unaware of training available 'The Good Councillors Guide' - information email to Cllrs on 02.10.2024</p> <p>c) Rushden Lakes - Bus service</p> <p>d) Sean Flanagan has requested the TPC fund a Christmas tree for the church (£150.00 est) (Cllr MD). Need to source tree removal.</p> <p>e) Sean Flanagan - Trees in middle of village (information to be supplied)</p> <p>f) Defibrillator - needs a new caretaker</p> <p>g) Members Register of interests (Cllrs) - NCC website (Requires updating by a Cllr (as of 29.10.2024))</p> <p>h) Update on .gov.uk - No progress (informed by Cllrs to wait on this). The Website Package has run out. It is set to renew for 24 months on a visa card (unknown to the clerk). Clerk will not renew on this. We could shortly be without a website.</p> <p>i) Street Lights - Update - (UNS (now updated and sorting a refund from previous supplier) &amp; light in Woodwell - quote has been requested for replacement as a power supply is present)</p> <p>j) Clerk Contract - (Request from Cllr JT)</p> <p>k) On the back of Cllr JT - Clerk's contract (Holiday Pay (last year), Holiday Pay (this year), Unclaimed expenses, CPD (CiCLA (£545 + Vat Price for 2023) - Course time) and other expenses unclaimed from contract.</p> <p>l) Neighbourhood Plan (Clerk)</p> <p>To <b>approve</b> the following policies</p> <ul style="list-style-type: none"> <li>- TPC Training Policy (emailed 31.10.2024)</li> <li>- TPC Training Plan (emailed 31.10.2024)</li> </ul>
1124.87	<p><b><u>FINANCES / ACCOUNTS</u></b></p> <p>To <b>note</b> current account balance stands at £5,156.04 on 25.10.2024. (Accounts &amp; Audit 2015 Reg 4)</p> <p><b>Invoices</b> - to <b>approve</b> payments for the following (Accounts &amp; Audit 2015 Reg 4)</p>

DATE	TO WHOM	REASON	COST
23.09.2024	TES Environmental	Asbestos Removal	594.00
23.09.2024	HMRC	September 2024	74.70
30.09.2024	Unity Bank	Service Fees	18.00
08.10.2024	Tata Property	Allotment Rent 09.24	196.87
09.10.2024	Yu Energy	Invoice 02036253	14.22
09.10.2024	Yu Energy	Invoice 02036248	7.40
09.10.2024	Yu Energy	Invoice 02036247	87.41
10.10.2024	McQueen House	Hall Hire - Sept 24	40.00
10.10.2024	HMRC	October 2024	74.40
10.10.2024	TES Environmental (extra)	Asbestos Removal	1,254.00
10.10.2024	NNC	Lottery Licence	20.00
15.10.2024	DCK Payroll Solutions	October 2024	18.00
31.10.2024	Unity Bank	Service Charge	5.40
29.11.2024	ICO	Data Protection	35.00

To note payment awaiting approval for the following (Accounts & Audit 2015 Reg 4)

DATE	TO WHOM	REASON	COST
	None		

**Invoices** - to **note** income into the current account (Accounts & Audit 2015 Reg 4)

DATE	FROM WHOM	REASON	COST
	None		

Instant Access Savings Account - to **note** balance off (Accounts & Audit 2015 Reg 4)

DATE	INCOME	REASON	TOTAL
20.08.2024	Internal Transfer	Savings Account	£2,000.00
30.09.2024	Interest	Savings Account	£2,006.33

- To **discuss** Bank Signatories / Signatories update (viewers) and clerk to be updated to programme administrator (recommendation by bank) - Letter sent 03.10.2024 - Need an additional signatory.
- To **discuss** figures for proposed budget for 2025-26 - emailed to Cllrs on 21.10.2024
- To **note** the Local Government Service pay agreement (back dated to April 2024) to be applied all employees wages.
- To **discuss** VAT126 reclaim before 2023 (work in progress)

1124.88

### COMMUNITY MATTERS

#### HIGHWAYS

- To **discuss** 'run off' water at the top end of the village (Cllr MD)
- To **discuss** 'Drainage' on left hand side of the road (if traveling towards the Old Friar) opposite Old Post Office (Cllr MD)
- To **discuss** 'TPC Invitation for private grass and hedge cutting' (Cllr MD)

	<p>d) To <b>discuss</b> 'Planters to be added on to the precept' (Cllr MD)</p> <p>e) To <b>discuss</b> applying for licences - (SL interested in applying for a grant)</p> <p>f) To <b>discuss</b> Village Gates (Grant for gate application Cllr MD)</p> <p>g) To <b>discuss</b> Empowering Funding application</p> <p>h) To <b>discuss</b> Village notice boards</p> <p><b>PLANNING APPLICATIONS</b> (Town &amp; Country Planning Act 1990 Sch 1 para 8.)  <b>(current information can be found on the TPC website under planning)</b></p> <p>To <b>consider / note</b> the following planning applications -</p> <p><b>NE/24/00964/TCA/</b>   T1; Beech - Crown lift by 1m and canopy reduction by 1.5m. G2; (3 trees) Bean Tree, Eucalyptus and Alder - Canopy reduction by 1.5m (Bean) and 0.5m (others). G3; 2 x Silver Birch - Canopy reduction by 2m.   Old Normandy House High Street Twywell Kettering NN14 3AH</p> <p>Outcomes of previous applications -</p> <p><b>NE/24/00857/TCA/   T6/T7;</b> Ash - reduce by 3 metres.   Land Rear Of 57 High Street Twywell - Approval notice received on 14.10.2024</p>
1124.89	<b>Any other business</b>
1124.90	<b>Items for next meeting or general interest</b>
1124.91	<p><b>Dates for future meetings</b> - McQueen House has been booked by clerk for</p> <p>12<sup>th</sup> November 2024</p> <p>Dates for 2025</p> <p>14<sup>th</sup> January 2025  4<sup>th</sup> March 2025  6<sup>th</sup> May 2025 - AGM (potential to change due to elections)  8<sup>th</sup> July 2025  2<sup>nd</sup> September 2025  4<sup>th</sup> November 2025</p> <p>All other TPC committee meetings will be advised by way of a summons in the form of an agenda in line with statutory requirements.</p>
1124.92	<b>Close of Meeting</b>

Signed

*Mrs H Keech*

Helen Keech  
Clerk to Twywell Parish Council

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(\*) 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.

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	<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