Draft Minutes of the Virtual Meeting of Twywell Parish Council held via Zoom on Wednesday 25th November 2020 at 7pm

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| **Present** | Cllrs T Green, (Chair) D Boyce, M Coales, N Owens, J Screeton, P Verity  5 members of the public and C Tilley (Clerk) | **Action** |
| 20.11.01 | Received and approved apologies for absence from Cllr Davis |  |
| 20.11.02 | **Declarations of Pecuniary Interest-**none regarding any item on the Agenda |  |
| 20.11.03 | Considered and resolved to Approve Minutes of the Meeting on 30th September 2020. To be signed at a later date | **Clerk/Chair** |
| 20.11.04 | **Public session\***   1. Residents spoke with regards to the Lane- issues with increasing traffic and maintenance needed. This will be discussed at 20. 2. Resident- queried land gifting by TATA. TATA communication to be discussed at 20.11.06 3. Resident- concern over an ongoing application and proposed road behind their house, sewage, wall destruction. 4. Resident- planning application- agree with previous speaker regards to road siting and sewage 5. Resident asked about status of Village Plan- will be discussed at 20.11. Also raised concerns over planning-in particular, that the proposed building will be half over the village boundary line. Has distributed information to residents. Reminded council about previous traffic survey that could be utilised. 6. Resident made comment with regards to future planning outside of village line, in light of current applications going through and inconsistencies perceived   Chairman advised all residents with concerns to raise them directly on planning portal at East Northants, as this is most effective way. |  |
| 20.11.05 | **Twywell Parochial Church Council (TPCC) liaison**  Cllr Verity reported that services scheduled for Dec and Jan-subject to restrictions Will be a service on Christmas morning at Twywell. No carol service arranged as yet, PCC are going to consider an outdoor one. November meeting postponed, no plans for another one as yet |  |
| 20.11.06 | **Planning- To discuss and make comments where necessary for**  **20/01343/FUL-** Detached dwelling to rear of 57 High St. A number of correspondences from residents and landowners was read to council. Most residents’ comments already on East Northants Planning Portal. Correspondence from TATA stated that “*at the beginning of the process they had discussions with ENC regarding new build development, but the planning officer and the conservation officer were very much against this and so all the applications are for conversion now. The land to the rear will be sold as paddock land with the conversions with a covenant that this use must continue. There is no intention by Tata to retain any land for future development. Tata have spent the last years working with ENC to come up with a sensitive way to convert the farm buildings with no intention of jeopardizing this relationship”*  Application discussed at length. Councillor felt that the objections made for a previous application on the site still stand. Council **resolved to object** on grounds of Highway Safety, massing of site, and impact on conservation area.  **To note permission granted for** 19/00639/FUL and 10/00565/LBC- The Gables  It was noted that another application at this site had been made, but Parish Council have yet to receive an official consultation. |  |
| 20.11.07 | **Governance- Council resolved to approve the following documents**  a) Email Communication policy  b) Asset Register  c) Risk Assessment- some areas need reviewing in March. Separate generic Risk assessments will be needed for the new Lottery equipment and specific ones for any events the council put on  d) to officially note appointment of Claire Tilley as Interim Clerk for 6 months and approved salary point and monthly pay | **Clerk to put on website**  **Clerk** |
| 20.11.08 | **To consider Parish Council Finances**  a) to approve invoices for BACS payment, prices include VAT, under following legislation   |  |  |  |  | | --- | --- | --- | --- | | C. Tilley | Clerk Salary-Sep-Nov | £404.25 | LGA 1972 s112 | | C. Tilley | Clerk O/T hours | £237.79 | LGA 1972 s112 | | HMRC | Clerk deductions | £160.40 | LGA 1972 s112 | | EN Council | Litter bins emptying | £37.37 | Highways Act 1980 | | Zeta Lighting | Balance of new LED streetlamps | £725.00 | Highways Act 1980 | | GW Watts | Hedge cutting | £768.00 | Highways Act 1980 | | PCC room hire | Replacement chq payment (Jan) | £30 | LGA 1972 s111 | | Jon Essam | Accounting services Apr-Sep | £42.60 | LGA 1972 s112 | | Eon | Street Light electricity | £359.59 | Highways Act 1980 |     To note and approve the following card payments made since last meeting for Lottery project  Mad4 Tools Festoon Lighting £129.03 LGA 1972 s145  Weights Gazebo shop £86.97 “ “  Chairs Mike Odwyer £756.00 “ “  Laminator/Sheets Argos £37.98 “ “  Urn 40L Argos £84.99 “ “  b) Received and approved Cash book and bank reconciliation showing a balance of £12,913.96- including Ringfenced amounts of  Lottery Grant £4,772.00  Transparency Code £830.96  Allotment £1,793.31  Giving an allowable Final Balance 4,620.40    c) Barclays had made a mistake on mandate and whole process has to be restarted  d) **Resolved to change Banking to Unity Trust** with the same signatories as Barclays, including current Clerk, then transfer monies across. Unity has no card facility though, so an Expenses Policy should be drawn up to cover if the need arises for individuals to make card purchases  e) Budget report and proposal discussed at length. With reduced electricity costs and no money set aside for Capital Projects, this gave a budget of £5,989. Reserves predicted to be around £1,400 at end of financial year. **Council resolved to set precept demand** for 2021-2022 at the same as the previous year- £6240, to allow a small amount of reserves for contingency  f) Marquee heating -Cllr Boyce noted that heaters would pull too much power from the generator. Query using firepits instead. Mention of residents possibly renting out marquees- would use domestic electricity supply so not an issue. Decided to still buy the heaters | **Cllr Green**  **Clerk** |
| 20.11.09 | **Update on the Community Grant Project, -**Cllr Boyce/Owens  Items left to purchase-  Fire Extinguisher £60  Rain Guttering for Marquee £74.99 - STILL out of stock currently  First Aid Kit £35  Extension lead for PA system £55  Cool boxes and pads £50  Leaving a balance of £3908 (ex VAT) for remaining items and a community event. A number of items have either been donated, or competitively sourced, so there is more money left that originally calculated. Council **resolved to purchase a Christmas tree** and lights for the village from this fund, as a means of brightening up the village and helping community spirit. Unfortunately, in light of government restrictions it was decided to not hold an actual event at this time  Cllr Boyce and Cllr Owens were thanked for their continuing work on this project |  |
| 20.11.10 | **Community matters**   1. The Chairman was advised by NCALC that due to the size of the village, planning laws and the current conservation status, that a Community Led Plan as more appropriate that a Neighbourhood Plan. Neighbourhood Plan has to go to external consultations- significantly more work involved. Clerk to try to organise a meeting with NCALC and East Northants to talk to council about the Community Led plan. Chairman to recirculate information provided by NCALC | **Clerk**  **Chairman** |
| 20.11.11 | **Chairman’s report**- for information  -Had met with Sarah Barnwell- Northants Highways’ Liaison officer, with regards to Health and Safety throughout the village as a whole. Cllr Screeton will take this forward  -Hedges have cut and gulley’s cleaned  -Will chase Ben Wright from Highways regarding the promised works  -The Chairman then made the following statement, giving notice of his intention to resign as a Chairman and councillor at the end of March, prior to the new Parish Council being formed.  *As you are all well aware the role of Parish Chairman and Parish Councillor is a thankless task and I thank you all for your continued voluntary service. To this end there have been a number of serious incidents recently and abuse directed to me personally which is being investigated by the police. All of these incidents have been upsetting to me and to my family. I am a local resident and me and my family wish to live peacefully without fear of retribution, criticism or slander. I feel I have made a number of positive contributions to the village and we have moved forward as a council. And whilst this shouldn’t be spoilt by the few, I do have to think about my personal reputation and more importantly, my family’s welfare*. *So, it is with regret that I have decided to resign from the Council and will not be standing for re-election. I will agree to stay in post for the next four months, however if any current member of the council wishes to stand as chair before this then that would be appreciated. To end with, I would like to again personally thank you all for your support to me over the last few years as it is with you that we have made some great progress*.  Remaining councillors all gave vote of support and thanks |  |
| 20.11.12 | Clerk Report/Correspondence received  -Letter from Director of Public Health- re Covid. - circulated and published on website  -Clerk queried whether Internal Auditor had been appointed for this civic year- not as yet. Council agree to appoint NCALC Internal Audit service at £180 as £200 agreed in last years budget.  -Received Resident concerns over usage of the Lanes going down to the allotments- email circulated- discussed. Clerk to try to find out ownership | **Clerk** |
| 20.11.13 | Health and Safety  Cllr Screeton spoke with Sarah Barnwell- two things progressed - white lines to make out end of lanes through the village, at Mounts, and on junction at The Green. 30mph road roundels to go either end of village. Discussed village gates at entrance- as an option for visual traffic calming.  Mobile vehicle activated signs- more effective than static. Traffic speeds/volume/parking discussed. He will talk to farmers regarding future movement through villages. Suggestion of signage to deter lorries Any traffic calming measures have to allow for movement of emergency vehicles. Bring to next Agenda for any resident input | **Clerk** |
| 20.11.14 | **To receive an update on Street Lighting**  Revised consumption details received from Western Power had not taken into account some factors. New certificate needed before quotes can be requested | **Clerk** |
| 20.11.15 | **Councillor comments/Items for next meeting –**  Planning matters- an extraordinary meeting may be required |  |
|  | **Next Meeting**  Next Twywell Parish Council meeting- Wed January 27th 7pm  due to legislation in place until May 2021**, this will be a VIRTUAL meeting.** |  |