

TWYNING PARISH COUNCIL

Clerk: Gill Jennings E-mail: clerk@twyningcouncil.co.uk

M I N U T E S (subject to agreement at the next Council Meeting) of a Meeting of Twyning Parish Council held in Twyning Village Hall on Monday 10th February 2020 at 7.30pm

Councillors Present: Cllr Bartlam, Edes, Ellis, Hadley, Holden, Irwin, Murray, Horsfall (Chair)
Also Present: County Councillor Kevin Cromwell, Borough Councillors Mike Sytymiak and Phillip Workman
Clerk/RFO, 9 members of the public

214	<p><u>Welcome</u> Attendees were welcomed by the Chairman</p>
215	<p><u>Apologies for absence</u> Cllr Nottage (illness)</p>
216	<p><u>Declaration of interest/Requests for Dispensation</u> <u>None</u> Cllr Edes stated he had not received the reports mentioned and therefore where a majority vote is counted it excluded his vote.</p>
217	<p><u>Public participation on agenda items and items of mutual interest</u></p> <p>a. <u>Councillors who declare an interest in matters on the agenda may address the Council - None</u></p> <p>b. <u>County Councillor report to Councillors and residents, and response to questions</u> The Council's budget was approved on Wednesday. Cllr Cromwell is taking issue with the GCC parking scheme in Tewkesbury. GCC has received £644,000 funding for bus services and will bid for funding from a national pilot scheme for electric buses which are to be rolled out in urban areas, and a new response service (like Uber) to serve rural areas. No progress on reinstatement works in Twyning due to the adverse weather conditions. Public Comment. HGVS unsuited to Hillend Road still ignoring polite signs Cllr Response. A TRO would be needed to make the ban official and this is an expensive process unlikely to be supported by GCC Cllr Question Has GCC assessed the costs v energy savings/outputs and charging times of running electric buses? Cllr Response. Data will be assessed in the funding process, will check on charging times. (NOTE: Cllr Response " We have 22kwh units, the time is dependent on the car, size of battery, and the on board charging units. As a rule of thumb it's around 1 ½ hours for 0% to 80% and 1 ½ hours from 80% to 100% so 3 hours with a car with no charge which is unlikely that a car will be fully discharged")</p> <p>Cllr Question. Presumably the adverse weather conditions also prevented the rectification work at Church End. Cllr Response Yes</p> <p>c. <u>Borough Councillors report to Councillors and residents, and response to questions</u> "The Borough car parking review (car parks) is taking longer than anticipated and it had been hoped that the GCC on street parking review would run concurrently but you may have seen on social media they are pressing ahead on their own suggesting charging in the main streets in Tewkesbury. They have already had 2 consultation events in town. If you want to challenge their desire to charge in the main streets please visit www.gloucestershire.gov.uk/highways/parking/new-parking-schemes/ When the government is pumping millions into saving high streets it is crazy to introduce a scheme which will just about kill off Tewkesbury. We are hold a meeting at the Watson Hall this Thursday 13th at 7pm to hear your views. The Borough are now using the Enterprise Car Club which are supplying eco vehicles for staff to use on business and as a result of this change a saving of 8.6 tonnes of CO2 annually is expected. There are now some electric charging points at the Borough car park which are available for the public to use. The Borough is experiencing increased contamination in the recycling bins and as a result more loads are being rejected. This is because the centre has become more strict on what it takes but residents are often inadvertently putting the wrong items in the bins. The collection teams may use a sticker when this happens but the Borough hope to have a push this year to remind everyone of the correct items to recycle".</p> <p>d. <u>Members of the public who wish to raise issues or concerns.</u> A member of the public asked whether the council could provide any financial assistance to the family driven out of their home/business by a recent fire, what help was offered by the emergency committee of the council, and also could they thank the fire brigade for the prompt response. David Lockett (Emergency Planning Committee) advised that he had contacted the police and through them had offered refuge to the family if they required it. The Clerk advised that the council might not be able to use public funds to assist individuals in these circumstances but would check the regulations. (NOTE: GAPTC have since confirmed that S137 funding can only be used to assist community organisations).</p>

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	The Council would write to the fire brigade.
218	<u>Minutes of the meeting of the 13th January 2019</u> The Minutes were agreed as a true record.
219	<p><u>Matters arising from previous minutes</u></p> <p>A. Grass cutting contract & East side of Green reinstatement- progress report by the Village Green Working Group</p> <p>Over the past few months, an increasing number of large vehicles have driven across the western end of the Green causing damage to the grass. Delivery vehicles, farm vehicles and random articulated lorries have been seen causing some of this damage.</p> <p>The junction is used as a turning zone for a number of these vehicles. Coaches and commercial waste vehicles also approach this junction at high speed during peak traffic times.</p> <p>The area is heavily used for drop off and pick up parking for the school and on-verge parking is increasingly wearing away the grass along the verges.</p> <p>The speed, congestion and general disregard for the zig-zag markings by both passenger and commercial vehicles in this area is an increasing risk to pedestrians particularly travelling to and from the School.</p> <p>The Council agreed to approach the school to contact parents about responsible parking and to install posts on the corners of the green. (Cllr Horsfall)</p> <p>There is also an issue regarding the disabled bay for the shop / school which is currently opposite the shop on the north side of High Street</p> <p>The Council agreed that the county council would be approached to increase the size of the disabled bay through a TRO (Clerk)</p> <p>The Working Group are drawing up a specification for the grass cutting quotations and obtaining quotes for wooden posts to go on all corners of the green. Cllr Nottage has offered to roller the green to reduce track marks as soon as possible.</p> <p>B. Complaint relating to damage to verges in Church End by internet contractors – progress report Cllr Horsfall</p> <p>Reported in 217b.</p>

220	<p><u>Working Group Reports (with actions as listed)</u></p> <p>A. <u>Minibus</u> - Cllr Holden reported that the committee have plans for regular services for the lunch club and shopping trips but require 4 volunteer drivers to ensure that there is 1 driver and 1 passenger assistant working on a rota.</p> <p>A call for volunteers made.</p> <p>B. <u>Kilmore Field</u> – Consider report and recommendations</p> <p><u>The Working Group proposed that:</u></p> <ol style="list-style-type: none"> 1. The Changing Rooms, financed by section 106 monies, be sited adjacent to the northern side of the existing TRAC pavilion. 2. Access would be from the outside and a communicating door to the pavilion. 3. Access to the changing rooms would be available from the outside doors at all times when organised games are taking place on Kilmore Field but not via the Pavilion, such access to be available during the term of the current lease to TRAC 4. TPC will apply for Planning Permission (at TPC's expense). TPC will consult with TRAC on the design and layout of the Changing Rooms. 5. As no final decision can yet be made regarding a Playgroup building on Kilmore Field . It is suggested:- <ol style="list-style-type: none"> a. TRAC manages Kilmore Field, (less the land in the south east corner) under Licence from TPC for a period of eighteen months and thereafter to be reviewed annually. During the period of the Licence TRAC will be responsible for all running costs of the field . b. Separate accounts are maintained relating to expenditure and income relating to Kilmore Field. Copies thereof will be submitted to TPC on request. c. In the event of there being an excess of income over expenditure one half thereof shall be paid to TPC by way of Licence fee. d. Access to Kilmore Field on foot will be open to all at all times TRAC site is open. NO Bicycles allowed. 6. TPC will cover the cost of equipment to reduce the risk of access by damage by travellers. (Not necessarily bollards <p>The Council agreed to proceed with the proposals itemised 1 to 6.</p> <p>C. <u>Green working group</u> – receive Report from Cllr Hadley re: Damage to West side of Green, school parking/new disabled parking bay – report in Minute 219</p>
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D. Village Hall – Cllr Holden reported that the first Film Night (Judy) takes place on 28th February. This event will only continue if there is high enough attendance. 100 tickets available for sale. The village hall boiler has had to have replacement parts costing £400. David Luckett reported that 1 village hall trustee has resigned and the booking clerk wants to stand down.

E. Emergency Committee

No report

F. Tree Warden (Planning applications submitted for works to TPO trees – council to consider quotations)
The Council had received 2 quotations. Cllr Edes suggested that the council obtain a further quote from someone within Twyning. He would liaise with Tree Warden. **The Council agreed that the cheapest quotation could be accepted by the Chairman provided the specification/qualification was acceptable.**

G. New Website (Clerk has requested log-in details for council documents)

Members of the public could not access the agenda or minutes. Documents provided to the website manager had not been loaded. It was hoped that a training session might be arranged for the clerk and volunteer in the near future. **Cllr Holden offered to follow up**

Cllr Irwin reported that Neighbourhood Watch have been out placing notices on Ratley Green and require funding for further signs.

Cllr. Holden reported that the parish clock is slow and requested that this was corrected. **Clerk to check what is covered under the annual maintenance contract.**

221

Finance & Governance

a. To agree account balances as at 31st January 2020

Current account	£57,536.56 (reconciled)
Savings account	£ 4357.67
Handlesbanken	£ 1,007.56
Nationwide	£ 976.39

The balances were agreed and the statements signed.

b. To authorise payments (list circulated) including transfer of the small balances above into the new Nationwide account:

Payments were authorised as follows:

Administration	£664.59
Postage/Office allowance	21.53
Heras Fencing	155.68
Envelopes/Pen	5.91
CLK Media	398.40
Minibus Lease	456.00
Printer/Toner	56.90

A further 30 copies of the Bulletin were required for additional households at a cost of £21 – the Chairman/Clerk had actioned this.

The Council agreed by unanimous vote to consolidate the small savings accounts with the new savings account (still to be opened).

c. Consider re-drafted 2019 Financial Regulations for adoption

To be circulated for comment

d. To consider obtaining a debit card for RFO use and authorising online payments by councillors or RFO B/F with 221.c

e. To receive model Standing Orders for re-drafting as necessary by a working group
Clerk to draft

f. To approve amended Publication Scheme & General Privacy Policy
Approved by majority vote

g. To confirm clerk/rfo acceptance of contract of employment
The Clerk & Chairman signed the contract

h. To review risks identified in the Risk Register
The risk register was agreed by majority vote

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	<p>i. <u>To review the Asset Register</u> Upon review the Council agreed that the sum of £35000 in respect of the minibus should have been deducted in last year's accounts. The adjustment would be made in this year's accounts.</p> <p>j. <u>To agree a Deed of Easement to 2 Twyning Cottages</u> The Council agreed by majority to allow a Deed of Easement to 2 Twyning Cottages and the deed was executed.</p>
222	<p><u>Date, time and venue of next meeting</u> Monday, 9th March 2020 7.30pm in the Village Hall</p>
223	<p>Consider Arrangements for the Annual Parish Assembly and changes to meeting dates It was agreed that the Annual Parish Assembly would be held on the same evening as the ordinary meeting on the 20th April. Cllrs.to contact the clerk with speaker suggestions.</p>