

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 9th March 2020 at 7.30pm

Councillors: Cllr Bartlam, Ellis, Holden, Murray, Horsfall (Chair)

Also Present: County Councillor Kevin Cromwell, Borough Councillors Mike Sytymiak and Phillip Workman
Clerk/RFO, 11 members of the public

224	<p><u>Welcome</u> The Chairman welcomed all attendees.</p>
225	<p><u>Apologies for absence</u> Apologies were accepted from Councillors Edes, Irwin, Hadley. Cllr Hadley commented that he was recovering from his operation and sent his thanks to all well wishers.</p>
226	<p><u>Declaration of interest/Requests for Dispensation</u> There were none</p>
227	<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</u> - None</p> <p>b. <u>County Councillor report to Councillors and residents, and response to questions</u> GCC Highways teams have been on the ground throughout the recent period of heavy rain and flooding. I have been working closely with the local highways manager to ensure that issues are addressed as quickly as possible. Following a meeting with the Cabinet member and senior GCC staff, the parking scheme for Tewkesbury has been abandoned. The GCC Director of Public Health is coordinating activities locally in line with national guidance. GCC is running a campaign to encourage good practice on personal hygiene and asking people to keep an eye on vulnerable people in their communities. The committee is reviewing economic growth issues across the county following meetings held in each district. A further joint meeting of the committee is planned with the Environment Scrutiny Committee to look at the Local Transport Plan. At the last meeting members considered the electric vehicle infrastructure, biodiversity and the flood risk management strategy. The Council has agreed its budget for 2020-21. This amounts to more than £470 million and includes significant additional investment in children's services, services to vulnerable people, highways, economic development, public transport, the fire service and climate change. Climate change activities electric charging infrastructure, tree planting, a carbon-neutral new secondary school in Cheltenham and a range of other low carbon initiatives. Children's Services - Ofsted A regular monitoring visit has recently taken place and a full inspection is anticipated later in the year. Cllr Question : What is the increase in council tax? Cllr Reply: 4% half of which is for adult social care.</p> <p>c. <u>Borough Councillors report to Councillors and residents, and response to questions</u> "The Borough Council has agreed its budget for the coming 12 months and a council tax rise, as expected, of £5 for a band 'D' property bringing it to £124.36 per year. During much of last month the Borough Council has been providing help and support for those properties at risk of flooding. I think this time round there has been good engagement with the local flood wardens to find out the impact of flooding and the number of houses flooded. The Government has announced that it will make money available to Tewkesbury Borough to distribute a £500 recovery grant to those households severely flooded. More information on applying for the grant can be got from us or by visiting www.tewkesbury.gov.uk/forms/flooding-community-recovery-grant. The Council has a business continuity plan and will be considering the affect of coronavirus and how it would have to adapt should it become widespread. The Borough Council have appointed Jeanette Walsh as Interim Head of Development Services as a replacement for Annette Roberts. The change is effective from 23rd March. The Borough Council has just undergone a four day peer review and the report was very favourable. The peer review consists of a couple of leaders from similar sized councils as well as senior executive and financial officers interviewing staff and assessing the plans, policies and actions of Tewkesbury Borough council. They act as a critical friend in trying help the council improve. In particular they thought the council had strong leadership and that the staff were very good at their jobs. In areas of improvement they thought that staff might need to prioritise work as they can't do it all and that the finance team needed to consider more 'what if' scenarios in the financial planning. Currently TBC are using New Homes Bonus Scheme to subsidise council tax and avoid further increases". Cllr Question? Is NHBS separate to CIL? Cllr Answer: Yes, not sure if treatment of it is right as other boroughs are passing on to parishes but TBC are not in the same position financially.</p> <p>d. <u>Members of the public who wish to raise issues or concerns.</u> Following up on a letter from a member of the public regarding overgrowth on Bockeridge paddocks and blocked gullies, the council were advised that GCC will be jetting Lynworth Lane, the gully opposite Bockeridge Paddocks and the overgrown scrub were the responsibility of the landowner. In relation to Bockeridge Paddocks Cllr Horsfall advised the council that Persimmon had enquired whether the council</p>

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	<p>would take over the balancing pond for a commuted sum. The council indicated that they would not be willing to do this.</p> <p>A member of the public was concerned that Pages Lane drains have been covered up by recent road resurfacing and offered to assist the highways department in relocating them. The landlady of the Village Inn was pleased to tell the meeting that families and groups in Twyning had raised £5020 for the family forced out of their home by fire, £29 of this had been raised by the children attending playgroup. She advised attendees that the Twyning parade would take place on the 28th March. A member of the public queried why Brockeridge Common was now fenced off with barbed wire through the tree line.</p>
228	<p><u>Minutes of the meeting of the 10th February 2020</u> The minutes were agreed as a true record by unanimous vote.</p>
229	<p><u>Matters arising from previous minutes</u></p> <p>A. Grass cutting contract & East side of Green reinstatement- Posts installed, waiting for advice from GCC re: disabled bay. The Council to consider grasscutting quotations <i>Cllr. Cromwell advised the council that GCC do not need a TRO to extend the disabled bay but would want to be assured that a public consultation has been carried out in support of the change.</i> <i>Cllr Horsfall would arrange this consultation. He hoped that the posts installed on the green were appreciated.</i> <i>Grasscutting quotations B/F to next meeting.</i></p>

230	<p><u>Working Group Reports (with actions as listed)</u></p> <p><u>Minibus</u> - "There are 5 volunteers to be volunteer drivers/passenger assistants for the Friday service planned at the end of May. We also have a MIDAS trainer who can train the drivers. The side door handle broke in the freezing conditions earlier in February. Cost of repair was £211 plus vat. All mended now. We are also seeing a slow increase in casual bookings, whilst the school run remains full for 2020/2021 with a waitlist."</p> <p><u>Kilmore Field – Discuss appointment of an architect, funding</u>, consider comments from TRAC on proposals for a Licence agreement and Update on correspondence with Persimmon on Car Parking Spaces Following a response by TRAC regarding the Licence an Extraordinary General Meeting will take place on 23rd March to consider this and the representation made by the Playgroup. Cllr Horsfall advised that Persimmon had produced a plan of the car park for approval but had omitted to send the Transfer Document.</p> <p><u>Green working group</u> – No report</p> <p><u>Village Hall</u> "There has been an electrical anomaly, where, over a period of a couple of days, there was much heavier usage. The probable cause is that the bathroom taps had been left on full tilt and as it was over half term it was not detected straight away. We had a very successful first film night, with almost a full house. We are taking on board any comments and hope to repeat this again in the near future"</p> <p><u>Emergency Committee</u> – No report</p> <p><u>Tree Warden</u> – Confirmation of the tree works purchase order - to proceed with the local person if it is the most economical option</p> <p><u>New Website</u> - training date being arranged</p> <p><u>Village Clock</u> – service visit arranged for 6th March</p>
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231	<p><u>Finance & Governance</u></p> <p>a. <u>To agree account balances as at 29th February 2020</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Current account</td> <td style="text-align: right;">£56,166.42</td> </tr> <tr> <td>Savings account</td> <td style="text-align: right;">4357.67</td> </tr> <tr> <td>Handlesbanken</td> <td style="text-align: right;">£ 1,007.56</td> </tr> <tr> <td>Nationwide</td> <td style="text-align: right;">£ 988.95 (transferred to HSBC)</td> </tr> </table> <p>b. <u>To authorise payments (list circulated)</u></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Payment Schedule - March 2020</th> <th style="text-align: left;">Chq No.</th> <th style="text-align: left;">Total</th> <th style="text-align: left;">VAT</th> <th style="text-align: left;">Net</th> </tr> </thead> <tbody> <tr> <td>March salary & arrears</td> <td>101946</td> <td>993.96</td> <td></td> <td>993.96</td> </tr> <tr> <td>CLK Media 30 extra Bulletins</td> <td>101947</td> <td>21</td> <td></td> <td>21</td> </tr> <tr> <td>Dominic Jeynes - village green posts</td> <td>101948</td> <td>717.6</td> <td></td> <td>717.6</td> </tr> <tr> <td>Orchard Hire - heras fencing</td> <td>101949</td> <td>133.44</td> <td>22.24</td> <td>111.2</td> </tr> <tr> <td>PATA payroll</td> <td>101950</td> <td>23.25</td> <td></td> <td>23.25</td> </tr> <tr> <td>Office Expenses/postage/HP Printer & Software</td> <td>101951</td> <td>255.02</td> <td>39.5</td> <td>215.52</td> </tr> </tbody> </table>	Current account	£56,166.42	Savings account	4357.67	Handlesbanken	£ 1,007.56	Nationwide	£ 988.95 (transferred to HSBC)	Payment Schedule - March 2020	Chq No.	Total	VAT	Net	March salary & arrears	101946	993.96		993.96	CLK Media 30 extra Bulletins	101947	21		21	Dominic Jeynes - village green posts	101948	717.6		717.6	Orchard Hire - heras fencing	101949	133.44	22.24	111.2	PATA payroll	101950	23.25		23.25	Office Expenses/postage/HP Printer & Software	101951	255.02	39.5	215.52
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	Smith of Derby - clock service in September 2019	101952	298.8	49.8	249
	Glos & Dist Neighbourhood Watch (Signs)	101953	50		50
	Village Hall - meeting hire	101956	16		16
	Community Heartbeat - defib pads	101954	87		
	<p>c. <u>Consider re-drafted 2019 Financial Regulations for adoption</u> Cllr Horsfall read out the amendments and expressed his concern about moving away from cheque book payments. The amendments were agreed by a majority vote with one abstention and therefore are adopted.</p> <p>d. <u>To consider obtaining a debit card for RFO use and authorising online payments by councillors or RFO</u> As above the RFO is restricting to £50 per transaction by debit card and to make online payments following authorisation.</p> <p>e. <u>To receive and approve model Standing Orders</u> B/F to next meeting.</p> <p>f. <u>To be informed that the RFO is seeking assistance from HMRC regarding a VAT refund which does not match accounts records</u></p> <p>Noted</p> <p>g. <u>To set up a pension scheme with NEST for auto-enrolment purposes</u> It was agreed to set up the scheme with NEST</p> <p>h. <u>Review budget expenditure and consider any necessary virements</u> The Council considered the overspends on budget and agreed that these would be covered from general reserves.</p> <p>i. <u>To agree a Retentions and Disposal Policy</u> The Policy was agreed with an amendment from 8 years to 10 years for financial records of any kind.</p> <p>j. <u>To agree to stop use of the Shuthonger noticeboard for health & safety reasons. (Tewkesbury Borough Council are progressing with request for a dog bin on the opposite side of the road and want to know whether an ordinary litter bin will do).</u> It was agreed to proceed with a dog bin at £251 and to move the noticeboard to adjacent to the bus stop with permission from GCC</p>				
232	<p><u>Other matters</u></p> <p>a. Kilmore lane PROW _to respond to a consultation about surfacing and lighting The council considered the request from AHH Planning to provide “improved surfacing and lighting” to the PROW north along Kilmore Lane to the High Street. The council agreed that lighting would not be appropriate and the detail of the surfacing inadequate but footpath fine as it was.</p> <p>b. Severn Trent - the next step, following a long period of inaction on the part of Severn Trent, Cllr Horsfall will write to the Consumer Court for Water in an effort to move things along</p> <p>c. Occupancy at Showborough Common – a private matter regarding eviction had been referred to the council and was ongoing.</p>				
233	<p><u>Date, time and venue of next meeting</u> Monday 23rd March 7.30pm EGM Monday, 20th April 2020 7.00pm in the Village Hall (Annual Parish Meeting followed by ordinary council meeting)</p>				