

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 at <https://us04web.zoom.us> on Monday 8th February 2021 at 7.30pm

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

Also Present: County Councillor Kevin Cromwell, Borough Councillors Philip Workman & Mike Szytmiak, Clerk/RFO, 6 members of the public

361	<p><u>Welcome</u> The Chairman will ask if anyone wishes to record or film the meeting. There were no requests</p>
362	<p><u>Apologies for absence</u> Councillors are reminded to give their apologies in writing to the clerk prior to any meeting. Apologies were accepted from Cllr Irwin and Cllr Nottage</p>
363	<p><u>Declaration of interest/Requests for Dispensation</u> Cllr Holden & Hadley declared an interest in item 366.f and would remain present at the meeting but refrain from voting</p>
364	<p><u>To agree the Minutes of the Extraordinary meeting held on Monday 18th January 2021</u> Proposed as a true record Cllr Holden, seconded Cllr Murray, majority in favour (Cllr Hadley abstained)</p>
365	<p><u>Progress on Matters from Previous Minutes</u></p> <ol style="list-style-type: none"> 1. Footpath along A38 between cattle grid and Puckrup (blocked by tree/hedge) Now resolved 2. Progress on legal matter of easement (Kilmore Field) In progress
366	<p><u>Working Group/Councillor Reports:</u></p> <ol style="list-style-type: none"> a. Minibus – Cllr Holden reported “The 4 volunteer drivers who put their names up to help with any occasional driving of the minibus have all passed their Enhanced DBS checks. They will have a familiarisation of driving the minibus when it is safe to do so. We thank the Parish Council for covering the payment of the recent bodyworks. The pandemic means the minibus is not in use and is currently generating no income so continued support from the Council is appreciated.” b. Village Hall - Cllr Holden reported completion of a project to replace old light fitting and movement sensors. c. Tree Warden – Dave Luckett reported all Parish Council owned trees were inspected. Village Green - A limited amount of small branches fell from the two plane trees, but nothing that would do anyone harm. TRAC - Comment from last month in regards the three willow trees, the basal suckers and the condition of the ditch remain extant. Non-tree observations - The village green is completely waterlogged. Local residents would appreciate a reply on the issue of vans parking on the triangle at the Himalayan Birches. d. Emergency Committee – update – funding obtained but Committee reluctant to go ahead with project e. Recreation Working Group – progress report – Tennis Floodlighting and TRAC site – Cllr Bartlam reported there was now an active group of 18 people and TRAC aware that March deadline looming, but the Chairman has been unwell. f. Village Green Working Group – progress report – easement and green reinstatement and to agree wording of letter to resident about recent driveway works – Cllr Horsfall requested that the full Council consider whether enforcement action or the suggested resident letter was the right action to take. After lengthy discussion it was agreed that the driving edging was inappropriate and the green needed reinstatement to ensure it was level and in the first instance a letter should be sent to the resident. Furthermore it was agreed that a general letter to all residents on the Green should be sent to remind them of the need to consult. g. Reports on any external meetings/training attended – None attended h. Showborough Common – alleged encroachment and inspection of trees – Cllr Horsfall/Cllr Murray to make a site inspection i. Editor of Twyning Bulletin – Cllr Holden proposed that a paid position should be offered to look after the magazine and the website. Cllr Holden to draw up a job specification for consideration.
367	<p>PLEASE NOTE REPORTS FROM COUNTY/BOROUGH COUNCILLORS ARE INVITED IN WRITING AND WILL BE POSTED TO THE WEBSITE</p>

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368	<p><u>Public Participation</u></p> <p>Due to the shortness of time allowed on Zoom please send any queries or comments by email to the clerk so that they may be read out at the meeting.</p> <ol style="list-style-type: none"> 1. Item for information – Twyning Cubs are taking part in a project to tackle dog fouling 2. Copy letter received from resident re overgrown footpath alongside the A38 and request for a cycle path 																																												
369	<p><u>Finance & Governance</u></p> <ol style="list-style-type: none"> 1. To agree payments in January/February Proposed Cllr Hadley, seconded Cllr Holden, all in favour <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Payments - January</th> <th style="text-align: right;">Total</th> <th style="text-align: right;">Net</th> <th style="text-align: right;">Vat</th> </tr> </thead> <tbody> <tr> <td>Payments since last meeting</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Twyning Minibus roof repair</td> <td style="text-align: right;">480</td> <td style="text-align: right;">490</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Sinclair - Minibus lease</td> <td style="text-align: right;">456</td> <td style="text-align: right;">380</td> <td style="text-align: right;">76</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;">936</td> <td style="text-align: right; border-top: 1px solid black;">870</td> <td style="text-align: right; border-top: 1px solid black;">76</td> </tr> <tr> <td colspan="4"> </td> </tr> <tr> <td>Payments - February</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sinclair Minibus lease</td> <td style="text-align: right;">456</td> <td style="text-align: right;">380</td> <td style="text-align: right;">76</td> </tr> <tr> <td>Salary</td> <td style="text-align: right;">1027.99</td> <td style="text-align: right;">1027.99</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Office Allowance</td> <td style="text-align: right;">26</td> <td style="text-align: right;">26</td> <td style="text-align: right;">0</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;">1509.99</td> <td style="text-align: right; border-top: 1px solid black;">1433.99</td> <td style="text-align: right; border-top: 1px solid black;">76</td> </tr> </tbody> </table> <ol style="list-style-type: none"> 2. To agree the bank reconciliation to end of January – Noted as £19885.18 3. To receive the budget analysis to end of January – Noted as Payments to date £36597.24 Receipts £38999.12 4. Receive quotes for updates to website £340 for website accessibility compliance and £80 for cookie pop-up Decision deferred 5. Review risk register - deferred 6. Review internal controls – The Clerk reported that Cllr Nottage had made a spot check on the accounts as part of the internal controls 	Payments - January	Total	Net	Vat	Payments since last meeting				Twyning Minibus roof repair	480	490	0	Sinclair - Minibus lease	456	380	76		936	870	76	 				Payments - February				Sinclair Minibus lease	456	380	76	Salary	1027.99	1027.99	0	Office Allowance	26	26	0		1509.99	1433.99	76
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370	<p><u>Date of Next Meeting/Venue & Format</u></p> <p>7.30pm 8th March 2021 via Zoom</p>																																												