

MINUTES (subject to agreement at the next Council meeting) of a meeting of the Parish Council held on TUESDAY 27th September 2022 at 7.30pm in the Village Hall, Twyning,

Councillors Present: Chairman Cllr P Hadley, Cllrs. Bartlam, Ellis, Ferguson, Horsfall, Murray,
Also Present: Clerk/RFO, 3 members of the public

581	<p><u>Welcome</u> The Chairman will ask if anyone wishes to record or film the meeting. There were no requests 1 Minute Silence to honour the late HM Queen Elizabeth II was held</p>
582	<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 Nottage</p>
583	<p><u>Declaration of interest/Requests for Dispensation</u> Councillors are reminded to update their interests with any relevant change of personal circumstances There were no declarations or requests</p>
584	<p><u>To agree the Minutes of the Parish Council meeting held on 11th July 2022</u> <u>To agree the Minutes of the Extraordinary Meeting held on 25th August 2022</u> Both sets of Minutes were agreed as a true record</p>
585	<p><u>To receive an application for Co-option to the Council and consider making an appointment</u> An application for co-option was received from David Lockett. Following consideration he was appointed as Councillor by unanimous decision. He was asked to sign a declaration of acceptance of office.</p>
586	<p><u>Following the resignation of Cllr Wardrop to appoint a Vice Chairman and review Committee Memberships:</u> Vice Chairman – Cllr Horsfall was proposed by Cllr Hadley, seconded by Cllr Murray, all in favour Planning Committee – Cllr Lockett was proposed by Cllr Hadley, seconded by Cllr Ferguson, all in favour Staffing Committee – Cllr Horsfall would now join Cllr Hadley and Cllr Ferguson Minibus Working Group – no other rep needed, Cllr Ferguson is on the Working Group</p> <p><u>Community Engagement – Discuss planning events to encourage participation in parish matters and increase social cohesion and form a Working Group</u></p> <p>Cllr Hadley proposed a Working Group be formed to plan Parish Council events to increase community engagement – Cllrs. Hadley, Ferguson, Lockett and Sarah Holden appointed</p>
587	<p><u>Progress on Matters from Previous Minutes</u></p> <ol style="list-style-type: none"> 1. Waste Bins – awaiting installation by TBC – TBC awaiting stock of the ones for Hillend and Bockeridge. – Noted (clerk to chase) 2. Works to footpath – still outstanding/chased 23rd June/postponed in July due to heat/chased 24 Aug – Council to consider invoicing contractor D Jeynes for return of deposit – contractor has stated he is too busy to carry out the work and that he will return the deposit. Cllr Nottage to contact another contractor. The Council discussed whether to proceed with bark or stone and quotes to be obtained for both.
588	<p><u>Receive Reports from County/Borough Councillors</u></p> <p>Is the Council happy to support an initiative for signs to be put up to make the public aware of hedgehogs in the village roads? – The Council discussed this idea and would be pleased to assist – Working Group to take forward</p> <p>Gloucestershire County Council Report - Cate Cody - September 2022 Twyning Primary School - expansion The consultation period has now begun on the expansion of Twyning Primary School. A questionnaire will be live on the webpage shortly https://www.gloucestershire.gov.uk/twyning/ All parents/staff/governors at the school will receive a paper copy of the consultation document. Community Speedwatch Fund Phase two starts 10th October, 206 applications were made in phase 1. Parishes need to discuss with their County Councillor before applying, so please get in touch. Chimney Sweeping Gloucestershire Fire and Rescue Service (GFRS) is urging residents to get their chimneys swept by an approved sweep to prevent chimney damage and household fires. As part of the National Fire Kills</p>

campaign and prior to the colder Autumn and Winter weather, Gloucestershire Fire and Rescue Service is warning residents and landlords of the dangers of an un-swept chimney following 91 calls to a chimney fire last year and over 500 chimney fires in the last five years. GFRS is urging local people to regularly have their chimney swept to avoid the serious damage that can be caused to homes and families. Poorly maintained chimneys or flues can fill with debris such as cobwebs, leaves and bird's nests along with soot or oil deposits

Old clothes – rewear, reuse and recycle

Gloucestershire Recycles is encouraging people to reduce the amount of textiles wasted by reusing and rewearing clothes. Gloucestershire Recycles is a partnership which includes Gloucestershire County Council and the six district councils, it has launched a new textiles campaign called 'Wear Not Waste'. The campaign aims to reduce textile waste and tackle the carbon emissions created by the fashion industry. Globally, the industry creates 10% of the world's carbon emissions and creates 92 million tonnes of waste every year - equivalent to a truck full of clothing waste every second. Textiles accounted for 5,776 tonnes and 5% of Gloucestershire's residual waste in 2019. One way to reduce the amount of waste produced by the industry is to reuse and rewear old clothes. Two-thirds of people in the UK wear second-hand clothing and the vintage market is booming nationally. By 2030 sales in the second-hand clothing market will overtake fast fashion.

Tewkesbury Library Facilities will be improved for customers at Tewkesbury Library while it is closed for five weeks reopening on Monday 17th October. The improvements will include: • A new community area that can be used for talks, performances, events and hire, to include a projector and speakers. • Redecoration of the library space. • New furniture for adults' and children's areas, including a range of seating and additional shelving. • New signage throughout to help with accessibility. • A Tewkesbury town feel to the decoration used in the library

Climate Change – Youth Action Are you 16-25 and wanting to take action on Climate Change in Gloucestershire? How about representing our area? For more information see <http://cscic.org/gycg/> Climate Action Survey for those aged 11-25 <https://www.surveymonkey.co.uk/t/2022climateaction> Fostering There is currently a shortage of foster carers. If you would like to know more, please see: <https://www.gloucestershire.gov.uk/fostering/> Strong and Steady in Gloucestershire Tips and advice on how to prevent falls by staying strong and steady, contact StrongandSteady@ghc.nhs.uk call 0300 421 6241 or see <https://www.ghc.nhs.uk/our-teamsand-services/falls/>

The Borough has, at long last, a 5 year housing land supply. This is something that is reviewed on an annual basis and of course can change however it is good news and will help in getting large inappropriate planning applications refused as it will give planning officers a bit more clout.

The Nut Orchard planning appeal has now been postponed to the anticipated date of January 10th 2023.

The Council Tax energy rebate scheme will end 30/11/2022 but for your information the Borough has paid out or credited 28,738 households so far.

The Greenacres planning application was deferred again at the planning meeting in August. As you will probably know there is considerable concern over the drainage issues on the site and will not return until these have been properly assessed .

The solar canopy at the Borough Council Offices was switched on in August and is saving the Council money. The Borough also hope to install some electric charging points in the public car parks in April next year.

The Borough continues to be part of the Homes for Ukraine Scheme in Gloucestershire.

So far in Tewkesbury Borough 333 visa applications have been received and 195 issued, of these 132 people have arrived in the UK.

Host addresses requesting checks are 98 and 89 have passed.

We are at the Borough Council meeting tonight so will probably not make the Parish meeting but have sent details about the 'hedgehogs' in a separate report which we hope you can support.

CLlrs Mike Sztymiak and Philip Workman.

589

Working Group/Councillor Reports:

Village Hall – new booking system almost up and running

Minibus – Receive financial information to support proposals for purchase or extended lease and notice of an insurance claim – the minibus has been out of action due to an accident and the driver not available. A rota of parents has been organised for the new school year. Will be able to manage lease payment despite no income for

the last month but income reduced to approx. £1800 per term. Commitment made to provide transport for the next school year for 15 children. **Clerk to check with leasing company as to whether they will reduce monthly charge for an extended lease and whether it can be month by month basis but in principle Council would support for one further year.**

Emergency Committee – No report

Recreation Working Group – - No report

Village Green Working Group – Discuss problem parking on the village greens – WG advised there was little they could do about parking except put up bollards

Tree Warden – Trees on the Green have been mulched by the Tree Warden who reminded Council that a tree inspection due in January

Footpath Gang – have requested materials for mending stiles

Planning Committee – as in the minutes

590 Receive reports from any external meetings attended by Parish Councillors
Cllr Horsfall had attended a meeting at TBC Standards Committee – there may be a change in the Code of Conduct to follow

591 Finance & Governance

1. Agree payments in July/August and check the bank reconciliation/payment vouchers.

Payments were agreed and invoices checked. Bank reconciliations were checked by Cllr. Murray:

Payments July	Total	Net	Vat
HMRC PAYE	833.16	833.16	0
Admin Expenses	50.08	50.08	0
Administration	925.49	925.49	0
Glos County Council (traffic surveys)	556.8	464	92.8
Village Hall (meeting)	16	16	0
Jeremy Brookes (grasscutting)	880	880	0
Sinclair (minibus hire)	456	380	76
S Don Bramah (website editing)	420	420	0
CLK Media (bulletin)	430	430	0
Duda Website subscription	268.43	268.43	0
Bank fees	15.38	15.38	0
Community Heartbeat Annual service	162	162	0
Twyning Mens Shed GRANT	250	250	0
Whatley Recorden Fees	1408.8	1174	234.8
Reconciled Balance	24225.76	6672.14	403.6

Payments August	Total	Net	Vat
Purchase of Laptop/office expenses	505.2	430.37	74.83
Jeremy Brookes (Grasscutting)	880	880	0
Administration Costs	925.49	925.49	0
Twyning Village Hall hire	16	16	0
Sinclair Mini Bus Hire	456	380	76
Bank Charges	8	8	0
Reconciled Balance	21815.07	2790.69	150.83

2. Receive and agree an updated budget report to end of August

Expenditure against budget £19588.04 Income £18175 was checked and agreed as appropriate.

Professional and bank fees, Insurance, Office Expenses and Grants were over target expenditure but covered by general reserves.

3. Agree Payments in September including refund of expenses for repair of the noticeboards

September Payments	Total	Net	Vat
Admin Expenses	37.7	37.7	0
PKF Littlejohn Audit Fee	240	200	40
Twynings Men Shed (noticeboards)	153.36	153.36	0
Sinclair Mini Bus Lease	456	380	76
Jeremy Brookes (Grasscutting)	880	880	0
Twyning Village Hall	16	16	0

Bank Charges	8	8	0
Administration	925.49	925.49	0
ICO Data Protection Fee	35	35	0
HP Toner Cartridge	85.99	71.66	14.33
Trend Micro (Anti Virus)	9.95	8.29	1.66
PATA (payroll service)	23.85	23.85	0
Sarah Don Bramah (August)	140	140	0
B O'Dell (domain name renewal)	20.02	20.02	0
D Lockett (mulch for trees)	32.97	32.97	0
	<u>3064.33</u>	<u>2932.34</u>	<u>131.99</u>

4. Consider a grant application for £100 from Community Action for bus service – **The Council agreed to provide a grant of £100.**
5. Receive risk assessment for The Quay and consider any additional safety measures /Council to consider costs of a larger bin at the Quay (TBC quote £198+£132) – A new bin would not assist with the amount of litter being left. **Clerk to investigate cost of new signage and hire of trade waste bin from Ubico.**
6. Consider a funding request from the Tennis Club and or support to TRAC for S106 funding and appoint a representative to attend a meeting with organisations to discuss future plans. No funding application received from the Tennis Club to date. A TRAC representative indicated that this funding might be through S106 if the changing rooms did not go ahead. **The Council supported the items proposed for purchase by TRAC totalling £9000+ and the Clerk verified that this amount of funding should be available from Tewkesbury Borough Council if they would only respond to recent requests. The Parish Council agreed that if necessary purchase would be facilitated through the Parish Council.**
7. Consider renewal of website editor contract and training request (2 hours @ £80 ph £160) – (item moved to adjournment) **The Council agreed to renew the contract to the end of March 2023. Training for the Clerk and Website editor was agreed**
8. To agree Land Registry fee £75 re: Village Inn ACV application – Cllr Hadley stated that he had the details required to complete the application
9. Receive the External Auditor Report that the audit of the 21-22 is completed satisfactorily and confirmation that Electors Rights have been published. - **Noted**
10. Consider support to RBL Remembrance Day Parade/purchase of wreath **A donation of £120 was agreed**
11. Receive and agree quotations for grasscutting 2023-25 £660 greens £270 field, hedgecutting 2022 £170 – **increased costs were noted and agreed**
12. Discuss making budget provision for events i.e. The Coronation – **agreed to allow £1500 within draft budget**
13. Purchase of a memorial tree and plaque to honour the late HM Queen Elizabeth II – Cllr Lockett to obtain costs of tree/plaque

592 Public Participation
Members of the public can raise questions/comment on items on this agenda.
A resident asked if footpath access points could be made more user friendly – a lot of data already collected which can be passed on to the Parish Council to complete
A resident asked if the Council will install vehicle activated signs or take measures to reduce speed
A resident asked if the motor bike rallies on the Green could be controlled/prevented
These items would be brought forward to the next agenda

593 Date of Next Meeting/Venue & Format
10th October 2022

A resolution was passed to exclude members of the public from discussions about a confidential legal matter if necessary
Website – as above
Update on Land Transfers/Lease – No report
Notice to quit on Commonland has now expired – complaint received from GCC regarding the use of electricity from their official site by the unauthorised encampment. Complaint received from resident regarding ongoing fencing – Cllr Horsfall to set up site inspection – Awaiting action