

MINUTES (subject to agreement at the next Council meeting) of a meeting of the Parish Council held on Monday 15<sup>th</sup> July 2024 at 8.00pm in the Village Hall, Twyning.

Councillors Present: Clayson, Cox, Davies (Chairman), Draper, Ellis, Hadley, Holden, Westwood  
Also Present: County Councillor Cate Cody, Borough Councillors Philip Workman & Mike Sztymiak, 6 members of the public

968	<p><u>To Receive Apologies</u> (if anyone wishes to film or record the meeting they should make the Chairman aware please at the start of the meeting) Apologies for the Clerk and Cllr O'Dell</p>
969	<p><u>To receive declarations of interest/requests for dispensation</u> <b>There were no declarations or requests</b></p>
970	<p><u>To agree the Minutes of the Council Meeting of 17<sup>th</sup> June 2024</u> The Minutes were proposed for agreement by Cllr Hadley, seconded Cllr Davies, all in favour</p>
971	<p><u>Receive and request reports from Borough/County Councillors</u></p> <p><u>Gloucestershire County Council Report - Cate Cody - July 2024</u> A short report as the last one was end of June / beginning of July. <u>The Robin</u> is still going well, please let me know if there are any issues and I will do my best to sort them. I have chased Stratford Bridge to be included as agreed. Please keep sharing with friends and neighbours too. <u>Book Share Box Update</u> – Final sign off has been agreed, I'll get an invoice sent so that the box can be paid for then collected from Tewkesbury where it was made. <u>Biodiversity working group</u> I'm arranging to attend with a biodiversity officer in order to help work out what is already flourishing and what more the village could do to enhance its biodiversity. Our visit will be in September. In the meantime, if the group could roughly map Twyning parish from a biodiversity perspective, that would be very helpful. Eg draw a basic map, or using an existing one, add key sites such as rivers, woodland, meadows, orchards, key trees / ancient hedgerows, interesting flora, fauna and animal species that are already known about. Ask the village to participate. <u>Daytime Dances Free events</u>, all are welcome – you can enjoy a cup of tea, a chat and some happy swing music, or even join in with some dancing if you like. Next date is Thursday 18th July, 1-4pm, Watson Hall, Barton Street, Tewkesbury. You could book the Robin to get there! <u>Tewkesbury Repair Café</u> Next session Sat 20th July, 2-5pm at the Baptist Church. <u>Tewkesbury Goes Wild!</u> Remaining events. <a href="https://teiwkesburytowncouncil.gov.uk/wp-content/uploads/2024/06/Tewkesbury-Goes-Wild-2024-Calendar-updated-8th-July.pdf">https://teiwkesburytowncouncil.gov.uk/wp-content/uploads/2024/06/Tewkesbury-Goes-Wild-2024-Calendar-updated-8th-July.pdf</a></p> <p style="text-align: center;"><b><u>Borough Councillor Report to Twyning Parish Council 15<sup>th</sup> July 2024</u></b></p> <p><b>Planning Appeal decision for 165 houses east of the Mythe Road</b> – Robert Hitchins Ltd appealed on the grounds of non-determination by Tewkesbury Borough and the decision, following a public hearing, was announced last week and the appeal was dismissed. The reasons for refusal were based on harm caused to heritage assets in the vicinity and the harm caused to the landscape, character and appearance of the area.</p> <p><b>Borough Council Name Change Consultation</b> – the Borough Council are minded to change the council name from 'Tewkesbury Borough Council' to 'North Gloucestershire Borough Council' and are undertaking public consultation on the name change before making a final decision. Due to the elections the deadline date for anyone wishing to make a comment has been extended to the 31<sup>st</sup> July so there is still time to make your views known. Printed copies of the consultation document can be obtained at the Borough Offices or Leisure Centre or can be done online at <a href="https://teiwkesbury.gov.uk/consultations">Tewkesbury.gov.uk/consultations</a>. We are also happy to receive your comments on the proposed change and you can email your views to us at <a href="mailto:councillor.sztymiak@teiwkesbury.gov.uk">councillor.sztymiak@teiwkesbury.gov.uk</a> and <a href="mailto:councillor.workman@teiwkesbury.gov.uk">councillor.workman@teiwkesbury.gov.uk</a>.</p> <p><b>Parish Councils Seminar</b> – the council should have received an invitation to send two members to one of the two Parish Seminars being held at Stoke Orchard Community Centre on the 11<sup>th</sup> September and</p>

	<p>Churchdown Community Hall on the 12<sup>th</sup> September. The agenda will cover the Borough Council name change, council plan and the Place Programme.</p> <p>Councillor Mike Sztymiak and Councillor Philip Workman 15<sup>h</sup> July 2024</p>
972	<p><u>Receive reports from Parish Councillors - Working Groups/External Meetings</u></p> <p><b>Staffing Committee</b> No formal meeting has been held and no chairman appointed. This will happen when the Clerk returns from sick leave. It was noted that the Clerk has submitted her written notice of resignation with effect from 1 August 2024 and will be leaving service on 31 August 2024. She has confirmed that she will do some extra hours after that date to ensure a smooth handover.</p> <p><b>Planning Committee</b> No report due.</p> <p><b>Amenities Working Group</b> Two applications to use the top field have been received. One involves running 7 junior summer camps during the school holidays organised by a well-established group with appropriate insurance and safeguarding arrangements. Trelleborg have requested the use of the pitch for friendly games on a regular basis. Cllr Hadley has consulted with TRAC to ensure toilet and water facilities will be available and part of the payment will be paid to TRAC to cover the cost. It was unanimously agreed that Cllr Hadley should pursue these arrangements and he was given delegated authority to sign agreements.</p> <p><b>Biodiversity Action Plan Working Group</b> The group has not met. Arrangements are being made to have a meeting with Cllr Cody and a colleague to discuss what biodiversity means in practice.</p> <p><b>Tree Warden</b> No issues to report.</p> <p><b>Village Hall Rep</b> The Hall continues to run smoothly and a splendid photograph of King Charles III has recently been placed on the wall.</p> <p><b>Councillor Advocacy Scheme</b> Nothing to report</p> <p><b>Council auditor</b> No documents had been provided by the Clerk so there is nothing to report.</p>
973	<p><u>Public Participation</u></p> <p>Concern was raised regarding the Council's financial controls. This was discussed under 974.3</p>
974	<p><u>Finance &amp; Governance</u></p> <ol style="list-style-type: none"> <li>1. Consider further advice re drainage and annual maintenance of Kilmore Field (£1427 annual ditch clearance Kilmore Field (£1300-1500). This work can still be done this year. It will not solve the drainage problem but it will stop the condition of the pitch getting any worse. Improving the drainage can be considered for action in the autumn. Cllr Hadley will arrange proposals for this. Proposed by Cllr Davies seconded by Cllr Hadley Agreed unanimously.</li> <li>2. Discuss signage on Kilmore Field and carpark. Cllr Hadley will discuss the removal of the misleading sign at the carpark with the residents association.</li> <li>3. Consider adopting the Financial Regulations as drafted. The Clerk had provided copies of the Council's current financial regulations, the model 2024 regulations and the proposed regulations since the last meeting. Concerns were expressed that while the existing regulations may be adequate when the Clerk and the Responsible Financial Officer were different people, at present one person carries out both roles. The proposed regulations should be rewritten to include the checks in the model regulations. Given that the</li> </ol>

Clerk is about to leave, separate people should be sought for each role and the new clerk should review the draft as a matter of urgency.

4. Agree payments for July.

**Payments were agreed as follows:**

	<b>Total</b>	<b>Net</b>	<b>Vat</b>
Cuttlefish Media	567.6	567.6	0
HMRC	16	16	0
J Brookes	420	350	70
Administration	1005.74	1005.74	0
Office Expenses	69.4	69.4	0
Village Hall tba			

It was agreed that the usual village hall charge would also be paid.

5. Website

It was agreed that the upgrade for the new accessibility requirements should go ahead. No change will be made to the domain or email accounts until further explanation is available from the clerk.

6. Wayleave Agreement - Openreach – unanimously agreed that Cllr Davies delegated to sign the agreement

7. Court documents now issued re Showborough Common – an additional £250 is payable. Unanimously agreed

8. Agree purchase of 2 water testing kits from Friends of the Earth. Unanimously agreed

975

Date of Next Meeting

16<sup>th</sup> September 2024 – unless an extraordinary meeting is required.