

MINUTES (subject to agreement at the next Council meeting) of a meeting of the Parish Council held on Monday 19th June 2023 at 7.30pm in the Village Hall, Twyning

Councillors Present: Cllr Clayson, Ellis, Ferguson, Holden, Lockett (Chairman)

Also Present: Clerk/RFO, County Councillor Cate Cody, 9 members of the public

752	<p><u>To Receive Apologies</u> Apologies were accepted from Cllrs. Hadley and Davies</p>
753	<p><u>Appointment of a Vice Chairman</u> This item was deferred due to a lack of volunteers</p>
754	<p><u>To receive declarations of interest/requests for dispensation</u> Interest was declared in item 763 (appl. 448) Cllr Lockett/Cllr Ferguson</p>
755	<p><u>To agree the Minutes of the Annual General Meeting of 15th May 2023</u></p> <p>The Minutes were agreed by unanimous vote</p> <p>Item 760.2 was brought forward on the agenda for discussion</p> <p>At the last meeting two actions were taken by Cllr Lockett:</p> <ol style="list-style-type: none"> 1. To discuss with the Village Inn how to control ad-hoc events occurring on the Green i.e. the bikers meeting which was taking place without application for permission to the Parish Council – it has transpired that these events take place via. the school – the clerk to write to the school on behalf of the Village Green Working Group 2. To discuss non payment of an account for advertising <p>Between meetings Cllr Lockett raised the question whether there should be continued use of the village green for pub seating. The Clerk explained that the Village Inn seating on the village green had been allowed temporarily during the pandemic to allow for social distancing and that the conditions of that use had never been complied with. There was no arrangement with the current landlord. The Council had to consider risks, compliance with licence conditions, insurance and the law regarding use of the Village Green and other users/residents. The Village Inn landlord stated his case for keeping the seating insitu and offered to remove it from October – February each year. The Council were advised to take advice from NALC before making any formal arrangement. B/F</p>
756	<p><u>Receive applications for Co-option to the Council</u></p> <p>There were no applications</p>
757	<p><u>To appoint Members as follows:</u> Councillor Lockett had spoken to members prior to the meeting and established volunteers as follows:</p> <p>Planning Committee (5) to determine applications and respond to planning related consultations – Cllrs. Ellis, Clayson, Holden, Davies, Lockett</p> <p>Staffing Committee (3) to review staff performance, pay and conditions, deal with grievances and disciplinary action as laid out by NALC/ACAS – Cllrs. Lockett, Ellis</p> <p>Bank signatories (2) to authorise account closures, bank mandate changes – Cllrs Lockett, Clayson</p> <p>Internal audit checks (1) to make periodic checks on the accuracy of the accounts – Cllr Clayson</p> <p>TRAC representatives (2) one representative to attend meetings as required and make reports</p>

Cllr Davies

Village Hall Committee (1) as above

Cllr. Ferguson

Facebook Moderator (2) to remove unacceptable content and post positive parish council news and resolve current issues of Facebook duplication **Cllr Ferguson**

Speed Watch Team (2) – to undertake training, relocate sign as required, collect data and make reports to Council and police as necessary **Cllr Lockett**

Tree Warden/Risk Assessor (1) to undertake a monthly check of trees and council assets and make a report on condition and risks **Cllr Lockett**

Defibrillator Team (2) to act as contacts for the Community Heartbeat maintenance team and emergency services. Monthly check of equipment. Order replacements and service check. **Cllr Holden and Mrs Holden**

Village Green & Quay Working Group (2)

To oversee the condition of the Village Green/Quay and report on any adverse encroachment, consider improvements and obtain quotations for consideration by Council

To work with other agencies to control Crime and Disorder

To receive and agree booking requests ensuring that valid insurance and risk assessments are received and approved

To fix fees for the hire of the village green by organisations/out of village groups

Cllr Ferguson/Cllr Holden

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Confirm that existing Policies are up to date:

Standing Orders/Financial Regulations/Publication Scheme/Grants Policy/Communications Policy /Code of Conduct/Co-option Policy/Retentions & Disposals Policy/Privacy Notices/Field Hire Policy/Dignity at Work Policy – **Policies were confirmed as suitable but dates to be revised where possible and any references to Covid removed.**

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Finance

1. Receive the budget report and bank reconciliation to end of May

Expenditure to End of May £9009.31 Income £21541.81 Bank Reconciliation £25913.66 agreed

2. Agree payments for June **The following payments were anticipated and agreed:**

June Payments	Total	Net	Vat
J Brookes			
(Grasscutting)	930.00	930.00	0.00
Twyning Village Hall (meeting room)	16.00	16.00	0.00
Office Expenses	95.85	95.85	0.00
Open Spaces Society (subscription)	45.00	45.00	0.00
KRA Tree Surgery (willow tree)	190.00	190.00	0.00
Whatley Recorden (legal fees land transfer)	1533.00	1294.00	239.00
PATA (payroll services)	25.80	25.80	0.00
Administration	983.81	983.81	0.00
Whatley Recorden (legal fees - travellers)	300.00	250.00	50.00
Microsoft	11.28	11.28	0.00
Bank Charges	8.00	8.00	0.00
	<u>4138.74</u>	<u>3849.74</u>	<u>289.00</u>

3. Review reserves and receive notice of CIL payment

The RFO recommended that Council adjust reserves and move £6000 from the Minibus Reserve to Legal Fees Reserve and £2460 to general reserve for repayment to TBC for S106 overclaimed in 2018.

	<p>This was agreed by unanimous vote She advised the Council that CIL of £2445 would be due in this financial year. This was noted.</p> <p>4. Receive quotes for repair to the drainage channel – Cllr Lockett indicated that a verbal quote had been received in the sum of £500. It was suggested that the Council might wish to consider offering to pay 50% of the cost. B/F for receipt of written quote</p> <p>5. Receive quotes for improvements to noticeboards – Quotes not yet obtained. County Councillor Cate Cody offered a grant of £500 to help with the purchase of a new noticeboard for Church End. B/F with costs</p> <p>6. Requests for councillor training – Cllr Lockett volunteered to attend Chairmanship training (anticipated cost £35). This expenditure was approved.</p> <p>7. Agree purchase of materials for ramp improvements to the bridge by the Fleet to allow wheelchair access – Cllr Lockett explained the access needed improvement and purchase of concrete and timber boards might be appropriate. Costs to be obtained. B/F</p>
760	<p><u>General Business</u></p> <p>1. Review of the Website– the Clerk requests that the Council considers having a new website to bring control inhouse (details circulated) Cllr Lockett requested that this matter be further explored. A Working Group of Cllr Ferguson/Clerk/Cllr Holden appointed.</p> <p>2. Discuss curtailing the Village Inn temporary use of the green for licensed activity – discussed at 755.</p> <p>3. Discuss suggestions put forward at the Annual Parish Meeting i.e.</p> <ul style="list-style-type: none"> • Safe way to walk/cycle to shop and school • Pavements • Water testing via Green budget amendment – needs volunteer group • Village Gateways • “No mow May” • Bat and bird boxes, bug hotels • Cycle path alongside the river to join up with Tewkesbury • Co-ordinate with Tewkesbury Town Council to have cycle path on the A38 • Bus Services • Stop parking on the pavements • More wonderful volunteers needed • Keep the hedgerows <p>Cllr Lockett summarised why these items could not be taken forward by the Parish Council as being outside the scope of the Parish Council</p> <p>4. Consider applications to use the Village Green – August Barn dance and fete and July Birthday Party Both applications were agreed</p> <p>5. Discuss land ownership at Puckrup (Twyning Cricket Club) status of Council as Trustees Following the discovery of a copy conveyance, the Clerk was authorised to incur legal expenses in establishing ownership of the land and status of the Council as Trustee</p> <p>6. Receive Notice as an adjoining owner of a proposed registration of land at Hillend Several manorial wastelands were being claimed from the original Lord of the Manor estate. Adjoining landowners were being consulted. The Clerk would query the extent of the land in the High Street but otherwise there were no concerns with the 4 applications presented this far.</p>
761	<p><u>County, Borough, Parish Councillor reports</u> Gloucestershire County Council Report - Cate Cody - 19th June 2023</p> <p>Employment skills and support GCC and the Department for Work and Pensions are working together to deliver employment and skills support to residents, helping to ensure there are relevant skills to fill job vacancies. Unemployed numbers are as high as pre-Covid, yet there are three times more vacancies than people out of work. There is an increase in the over 50s returning to work too because of cost of living challenges. Support is included for; young people, shaping adult learning, skills provision, support for progression into and remaining in work, transport to work and training.</p> <p>https://www.gloucestershire.gov.uk/council-and-democracy/grow-gloucestershire/employmentand-skills-hub/welcome-to-the-gloucestershire-employment-and-skills-hub/</p> <p>Adult education service praised by Ofsted inspectors GCC have been awarded a ‘Good’ rating. The</p>

service provides a wide range of courses to around 3,000 adult learners and good areas of inspection included the quality of education, behaviour and attitudes, personal development, leadership and management, adult learning programmes and apprenticeships. Areas to improve included the accuracy and precision of self-assessment and evaluating the quality of teaching and training more effectively. To find out more about adult education, including the courses available, visit

<https://www.gloucestershire.gov.uk/adult-education-in-gloucestershire/>

Free summer challenge for children with Gloucestershire Libraries

The challenge aims to encourage children 3-12 years and their families to discover everything their library service has to offer. Children can complete tasks including reading books, taking part in events and embracing nature. Participants will receive incentives and prizes with a focus on discovering new interests and having fun. The challenge runs 15th July to 16th September. The theme is music and will include interactive theatre performances from the Everyman, instrument crafts and musical workshops highlighting a range of different musical genres. It's free and 40 libraries will be taking part. Visit www.gloucestershire.gov.uk/libraries/thelibrarychallenge with free bookings at

www.gloucestershire.spydus.co.uk

Pupil Wellbeing Survey Report 2022

Over 24,000 Gloucestershire students participated across 268 educational settings. The report covers a range of topics such as healthy lifestyles, mental health and wellbeing, substance use and Adverse Childhood Experiences. The survey has run biannually since 2006 and the results offer a robust, longitudinal dataset representing the 'pupils' voice' about a range of health and wellbeing topics. Access the report here <https://www.gloucestershire.gov.uk/council-and-democracy/latest-news-from-council-and-partners/pupilwellbeing-survey-report-2022-is-now-available/>

Council to make being a care leaver a protected characteristic

following a motion which was unanimously approved in May. Care leavers can face a range of barriers and discrimination; the change will aim to create better outcomes for individuals that have left care settings. As a public body, the council has a duty to promote equal opportunities between those people who share a protected characteristic and those who do not. In addition to being a care leaver, other protected characteristics include: Age; Disability; Gender reassignment; Marriage and civil partnership; Pregnancy and maternity; Race; Religion or belief; Sex and sexual orientation. The council will call on other councils in Gloucestershire to treat care experience as a protected characteristic and it will work with the LEP, sixth forms, colleges, apprenticeship providers and employers to provide an incentive for businesses who find employment opportunities for care leavers.

Families get set for free summer holiday activities

The Holiday Activities and Food programme is returning this summer for four weeks during the school holidays to help keep children in Gloucestershire happy, healthy and entertained with free activities. Families eligible for benefits-related free school meals can register now for the HAF programme, funded by the Department for Education and the GCC funded Holiday Activities Programme (HAP). Register for the Children's Activities Booking System (CABS) now to make sure the account is ready for booking opening on 5th July. <https://www.gloucestershire.gov.uk/education-and-learning/holiday-activities-and-foodprogramme/register-for-our-childrens-activities-booking-system/> Options include drama and science workshops, sports and games, art, crafts and ticketed attractions. For more information see www.gloucestershire.gov.uk/haf Our district Community Connector is Sharon Houlton who can help those requiring extra support. Email admin@infobuzz.co.uk or 8.30am-5pm Mon-Fri, call 01452 501008 EXT 501 or 07757 730844. Families eligible for benefits-related free school meals can apply for Holiday Free School Meal vouchers, which GCC is providing for two weeks. Applications open 27th June and close 12pm on 11th July. See www.gloucestershire.gov.uk/holiday-school-mealvouchers/ Parents registered previously are automatically included and do not need to reapply. Anyone needing additional support over the summer can apply to the Household Support Fund - for those in most need with food, energy and water bills and other essentials. The council's Support Hub also includes links to helpful information and advice including tools to help save money, and look after health and wellbeing.

<https://www.gloucestershire.gov.uk/your-community/support-hub/>

Tewkesbury Repair Cafe

Next session Sat 15th July, 2-5pm at the Baptist Church. Daytime Discos Our monthly 'daytime discos' have been going so well, we've decided to continue them. These are free events, 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 events are Tuesdays 20th June and 25th July, 1-4pm, Watson Hall.

Tewkesbury Goes Wild!

The Wildlife Trust run a national campaign '30 Days Wild' every June, which encourages people to get out into nature. I decided to build on this and create free, outdoor events in the parish of Tewkesbury every day throughout July – there will be activities for children and adults. The idea is also to showcase local organisations and groups and put everything together. If the idea works, it would be brilliant to see it rolled out in other parishes across the county and even the country. Groups or individuals sign up, choose a date and run their own events. Residents of Twyning are welcome to attend and I will share the launch on the village noticeboard. Events will be a mix of mornings, afternoons and evenings and will include a dawn walk, star gazing, wildflower identification and meadow walks, mini pond making, arts and crafts, a play, a tree walk and talk, a bat walk, birdsong identification, gentle walks, a hike and picnic, nature reserve events, wildlife gardening and more! All events must be free and within the parish boundary.

Borough Council Report to Twyning Parish Council 19.06.2023

- 1) The new Borough Council is starting to settle in with induction and training for members on various aspects of the council. Mike is on the Executive committee (with a portfolio for customer focus) and on the Licensing committee whilst Philip is on the Planning and the Overview and Scrutiny committees.
- 2) Richard Stanley was elected leader of the council and Sarah Hands the deputy leader. Ian Yates was made Borough Mayor.
- 3) At its first full council meeting the council agreed to extend the scope of its climate emergency to include the whole of the borough rather than just its own buildings and estate. The aim is to be carbon neutral by 2030. It also offered its support to the Climate and Ecology Bill that is before Parliament.
- 4) The Garden Town project has been paused while a review is undertaken. A report on this is due shortly but the Borough is keen to point out that this does not impact on the 5 year housing supply as the housing from the Garden Town is a long term delivery beyond 5 years.
- 5) The Borough Council recently picked up a couple of awards at the Southwest Energy Efficiency Awards ceremony in recognition of the work done on the solar canopy in the council's car park and on plans for installing air source heat pumps to heat the council building. They have also trained staff to act as carbon reduction champions within the teams at Tewkesbury Borough.
- 6) Whilst we have been pursuing the County Highways for repairs to the speed camera on the A38 at Shuthonger we have also received concerns from residents about the speed of vehicles on Brockeridge Road leading into the village. Whilst it's not a Borough Council issue we are aware that the County Council as part of a road safety initiative are offering Parish Councils speed check signs and we were wondering if this was something the Parish were looking into?

Councillor Mike Sztymiak and Councillor Philip Workman 19.06.2023

762	<p><u>Public Participation</u> (Following the last meeting - The complaint re: a trailer parked outside the chapel was discussed with TBC who advised that there is appropriate road tax/mot) A resident commented on her recollection of the Lord of the Manor ownership of the High Street path A member of the Village Hall Committee commented that the parking in front of the Village Inn (13 spaces) belonged to the Village Hall.</p>
763	<p><u>Planning Matters</u> <u>Consultations:</u> 23/00461/PDAFU Change of use of existing agricultural barn and any land within the curtilage to storage or distribution (Use Class B8) Hillend Farm, Hillend, Twyning – No comment New street trading consent application 23/00822/STRAD1 Stratford Bridge – No objection subject to GCC highways approval 23/00448/FUL Erection of a first floor side extension and a single storey rear and side extension.</p>

	<p>Uplands, Hillend, Twyning – No comment</p> <p>23/00365/FUL S73 Variation of Condition, of planning permission 22/00848/FUL, in order to permit commercial equestrian use (by the removal of Condition 4) and the burning of stable waste or other materials (by the removal of Condition 6) Springfields, Shuthonger (Further to AGM Minutes a site visit had taken place and recommended No Objection) – No Objection</p> <p><u>Planning Decisions by TBC and Others</u></p> <p>23/00298/FUL Demolition of existing garage block and replacement garage with ancillary accommodation over, lean to extension on north elevation and minor alterations to joinery and to bathroom. Rose Cottage Permit</p> <p>23/00266/LBC. Replacement of 15 Windows Fleet House Fleet Lane Consent</p>
764	<p><u>Progress on Matters from Previous Meetings</u></p> <p>Asset of Community Value application – Village Inn – agreed by TBC</p> <p>MVAS – waiting for installation and training - GCC</p> <p>Transfer of Ownership of the Carpark and Easement over adjoining land – completed</p> <p>ACV Tribunal – Nut Orchard – Case withdrawn</p>
765	<p><u>Date of Next Meeting</u></p> <p>17th July 2023</p>