

TWYFORD PARISH COUNCIL

**Full Parish Council Minutes
Thursday 14th May 2015 7.30 pm**

Attending	In attendance	Apologies
Cllr Lawton	Clerk – Elizabeth Billingham	Cllr Humby
Cllr Corcoran		Cllr Izard
Cllr Forder Stent	Cllr Mason	
Cllr Mitchell		Cllr Cook
Cllr Cornwall		
Cllr Wheeler		
Cllr Watson		

Item	
13/15	Apologies for absence and declarations of interest.
	The TPC noted with sadness the death of Ted Unsworth Apologies from City Councillor, Cllr Cook and County Councillor, Cllr Humby It was noted that Cllr Woodward, Cllr McLeod, Cllr Scaiff and Cllr Henry had stepped down from the council. They were thanked for their work with the Council.
14/15	Council Officer elections
15.1/15	To elect the Chairman of the Parish Council To receive the Chairman’s declaration of office.
	AGREED - Cllr Lawton was elected Chair
15.2/15	To elect the Vice Chair of the Parish Council To receive the Vice Chairman’s declaration of office.
	AGREED Cllr Mitchell was elected Vice Chair
15.3/15	To agree members of the Finance Committee and Chair
	Chair – Cllr Watson Committee members – Cllr Forder Stent, Cllr Corcoran, Cllr Mitchell and Cllr Lawton.
15.4/15	To agree members of the Recreation Committee and Chair
	Chair – Jade Cornwall Committee members – Cllr Wheeler and Cllr Forder Stent. ACTION Cllr Lawton to ask Charles McLeod if he would still be an advisor for Recreation Ground issues.
15.5/15	To agree members of the Planning Committee and Chair
	Chair – Cllr Mitchell Committee members – Cllr Corcoran, Cllr Wheeler, Cllr Lawton
15.5/15	Appointment of Members to serve as Parish Council representatives on County, District and Local associations, Organisations and Wardens to include Twyford Waterworks Representative
	Twyford Water Works – Cllr Forder Stent to ask Terry Forder Stent to forward minutes. Cllr Mason was on the committee and would report anything relevant to the Council. Footpaths – Clerk and a Councillor to be agreed. It was possible Ralph Scaiff might be asked to maintain a watching brief on the footpaths. ACTION: Cllr Lawton to ask Twyford Parish Hall – Cllr Wheeler, Cllr Watson and Cllr Cornwall. Patient Participation Group – Cllr Forder Stent, Cllr Cornwall and Cllr Wheeler Nursing – Cllr Forder Stent. Transport – Cllr Wheeler
16/15	Public Participation
16.1/15	To receive questions from the members of the public. – None
16.2/15	To receive the County Councillor’s report.

	<p>Matters arising: Item 1.2/15 Possible new Street light at Manor Farm Green. – This was on going. ACTION Cllr Humby Bus – Put sign on the stop to ask. Find out the cost.</p> <p>Item 1.2/15 Drainage – Hazeley Road –Improvement list with details sent to the council. ACTION – Cllr Forder Stent and Clerk to give a list of outstanding items.</p> <p>Cllr Humby was not at the meeting so matters arising will go forward.</p>					
16.3/15	To receive the District Councillor's report.					
	<p>Cllr Mason – Had attended the Police and Crime committee meeting in Farnborough. Future meetings will be held at the Castle in Winchester.</p> <p>Blue Lamp Trust. – Conference on 15th May. Fitting of locks and fire alarms to vulnerable people.</p> <p>Twyford Waterworks – On Board for over 15 years. Southern Water are objecting to returning to steam due to Health and Safety. Need to overcome the issues that Southern Water has brought up.</p> <p>27th May – APM – Will not be able to come – Will ask Cllr Izzard will report.</p>					
17/15	To approve the minutes of the meeting held on the 7th April 2015					
	Chief Exec secretary – letter of complaint had been sent relating to planning concerns. ACTION Clerk and Cllr Lawton to chase					
18/15	Matters arising from these minutes (not on the agenda)					
19/15	To approve of the following: Standing Orders Financial Regulations and Risk Assessment					
	RESOLVED To agree.					
19/15	To receive minutes from the Planning meeting					
	Sent out prior to the meeting					
19/15	To receive minutes from the Recreation Committee					
	<p>Cllr Cornwall discussed items from the meeting. Minutes were sent out prior to the meeting.</p> <p>Cleaners wage increase had been agreed to be £80 per month.</p> <p>Northfields would now be done by a new contractor. ACTION: Clerk to find options - WCC grass cutting quote and others.</p> <p>Dog waste bins – move from the side of the allotments. ACTION Clerk to enquire let them know.</p>					
20/15	Finance and Council matters					
20.1/15	To agree payments for May 2015					
	APPROVED					
		Accounts certified by the Clerk as correct for payment				
		Payee	Description	Total	VAT	Payment type
	25-Apr	We Can Specialists	Pay and Toilet seat	£1,554.87		BACS
	25-Apr	E Billingham	April	£790.44		BACS
	25-Apr	E Billingham	Expenses 2014	£468.00		BACS
	25-Apr	E Billingham	Expenses 2015	£468.00		BACS
	13-May	Twyford Water works	Grant	£450.00		BACS
	13-May	E Billingham	Steam mop	£69.99		BACS
	13-May	MJT	SLR	£192.00	£20.00	BACS
	13-May	S Lauder	April Cleaner	£72.00		BACS
				£4,065.30		
20.2/15	Finance Chair to give update on 2014 year end					

	<p>Cllr Watson noted that the accounts were ready for the Internal Audit Recreation – Income less than expected. Football – low on Juniors pitches. Councillors were invited to ask questions.</p>
20.3/15	To finalise arrangements for the APM
	<p>Parish Hall Clerk had arranged speakers 7pm arrive to set up. 7.15pm drinks and 7.30pm start. Inform Sue Cook of the details. ACTION: Clerk to pick up wine glasses and refreshments.</p>
20.4/15	To approve Twyford Parish Council's continuation in the HCC Parish Lengthsman scheme
	<p>RESOLVED to continue. ACTIONS for Lengthsman – Lower Church Path and other paths. Road edges – Searle's Hill – Monitor Hedge – Parish Hall</p>
20.5/15	To consider a grant to Twyford Cricket Club towards the purchase of a second hand removable cricket pitch cover.
	<p>Concern about clarifying who moves it and monitors. Concern over potential vandalism and where to store at end of season. It would need to be insured. RESOLVED to agree a £750 Grant ACTION Clerk to find out how to clean sight screens</p>
21/15	Twyford Open Spaces
	Item 8/15 – Pumphrett's Bank - ACTION: Clerk to obtain the legal agreement.
	<p>Cllr Corcoran read document which stated that the Parish Council must maintain and keep tidy. ACTION: Cllr Corcoran to measure bank. Cllr Corcoran took the file to read through.</p>
22/15	Highways and Footpaths
	<p>Footpath maintenance – Update. Letters had been sent and responses come in from landowners ACTION: Clerk to find costs to landowners who do not do work ACTION: Clerk to bring footpath maps to meetings</p>
23/15	Neighbourhood Plan update
	<p>Update on the working party - Cllr Corcoran Housing Needs survey finished. Survey analysis will be complete by end of June SDNP – Preliminary drafts of local Plan – 20 houses – minimum Neighbourhood Plan has to supply/identify. Advertised for additional help – No response yet. £7000 plus an additional £5000 – projected costs. ACTION Send Declaration of Interest to Chris Corcoran to be adapted for the Neighbourhood Plan</p>
24/15	Date of next meeting
	18th June 2015
	Meeting ended 21.29