

# FULL COUNCIL

## TWYFORD PARISH COUNCIL

### MINUTES OF A MEETING OF THE COUNCIL

Held on Thursday 18<sup>th</sup> February 2021 at 7.30pm

Held remotely using MS Teams

#### Councillors present

Cllr. Lawton (in the Chair)  
Cllr. Mitchell  
Cllr. Forder-Stent  
Cllr. Cook  
Cllr. Sellars  
Cllr. Bronk  
Cllr. Wheeler  
Cllr. Pullen  
Cllr. Hill  
Cllr. Corcoran

#### Councillors absent/apologies

Cllr. Humby (HCC)  
Cllr. Pain

#### In attendance

J.P. Matthews - Clerk

| Minute   | Business Transacted   |
|----------|---|
| 163/20   | <b>Apologies for Absence</b><br>Apologies were received from Cllr. Pain and Cllr. Humby (HCC)   |
| 164/20   | <b>Requests for Dispensation under Section 33 Localism Act</b><br>No further requests were received.  |
| 165/20   | <b>Declarations of Interest</b><br>The registered interests were applied.   |
| 166/20   | <b>Approval of Minutes</b><br>It was <b>Resolved</b> that minutes of the meeting of Twyford Parish Council held 21 <sup>st</sup> January 2021 be approved.  |
| 167/20   | <b>Public Representation</b><br>There was no public representation made.  |
| 167.2/20 | <b>County Councillor's report</b><br>No report was received.  |
| 167.3/20 | <b>District Councillors' report</b><br>Cllr. Bronk and Cllr. Cook had submitted a written report to Councillors. Cllr. Bronk also informed members that a local resident was collecting information from other residents seeking expressions of interest in the Broadband Gigabit voucher scheme. Cllr. Cook advised that the consultation for the Winchester District Plan was underway, Cllr. Mitchell suggested that Parish Council needs to be mindful not send potential confusion messages about the WCC consultation and the TNP SDNPA consultation which are both happening at the same time. |

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| <b>168/20</b>                   | <p><b>Update on matters arising from the minutes of the previous Full Council meeting</b></p> <ul style="list-style-type: none"> <li>- Street Lighting. The Clerk informed members that the County Council had, in response to question raised, advised that dimming of lights was already in operational in Twyford. There was no legal requirement to provide street lighting but the decision made by the County Council was only for unclassified routes to be subject to part-night operation and feedback from other parishes participating in the part night lighting scheme had not been negative.</li> <li>- The order for additional SLR post and socket has been placed with HCC.</li> </ul>  |                                 |                             |
| <b>169/20</b>                   | <p><b>Update from the Planning Committee</b></p> <p>The chairman advised there was nothing he wished to add to the minutes of the committee meeting, but asked Cllr. Cook to provide an update on the TPO application request at Hockley Golf Club.</p> <p>Cllr. Cook advised that the Clerk had written to WCC requesting a temporary TPO and Cllr. Cook liaised with officers at WCC who visited the site and have recommended that a TPO be applied to two areas and a number of individual trees. Cllr. Cook thanked the Clerk and officers at WCC for their timely and efficient action in addressing this matter.</p> <p>Cllr. Corcoran advised that a temporary TPO would normally be in place for six months, allowing the LPA sufficient time to consider making an order permanent.</p>              |                                 |                             |
| <b>170/20</b>                   | <p><b>Update from the Recreation Committee</b></p> <p>Cllr. Wheeler advised that work at Northfields was completed this week, allotment holders have been all been written to regarding the 21/22 season. Two plots had been identified with incorrect measurements and previously overcharged, their refunds are included in the schedule of payments. The football season may extend to the end of June, but some fixtures could clash with cricket dates which were already booked in which case the cricket bookings take priority.</p>  |                                 |                             |
| <b>170.1/20</b>                 | <p><b>Report from Hunter Park Working Group</b></p> <p>Cllr. Pullen gave a presentation on the proposed works to the playground area. Previous community consultation events had taken place which lead to the development of the Hunter Park masterplan with which the proposals conform. The presentation also included other works in the park, hedge planting and the creation of wildlife habitats and 'wild' paths in long grass areas. The key priority was the Children's Play Area, Basketball Area and perimeter of these areas and public footpath.</p> <p>It was <b>Resolved</b> to <b>approve</b> the proposed design and that the Clerk develop and issue a tender document for the work.</p> <p>Cllr. Lawton suggested that the proposals, when finalised, should be shared with community.</p> |                                 |                             |
| <b>171/20</b>                   | <p><b>Update from the Finance Committee</b></p> <p>There were no further updates. However the Clerk advised that the final precept, agreed in December, would be slightly lower in percentage increase due to the tax base having increased. Therefore the increase for the Twyford precept on council bills for 2021/22 would be 1.5%</p>   |                                 |                             |
| <b>171.1/20</b>                 | <p><b>Schedule of Payments</b></p> <p>It was <b>Resolved</b> to <b>approve</b> the Schedule of Payments for February 2021.</p> <p>Proposed by Cllr.Lawton, seconded by Cllr.Sellars.</p>   |                                 |                             |
| <b>171.2/20</b>                 | <p><b>Balance of the bank accounts</b></p> <p>The bank balances as of 31st January 2021 were <b>noted</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b><u>Ordinary Accounts</u></b></td> <td style="width: 50%;"><b><u>Interest rate</u></b></td> </tr> </table>   | <b><u>Ordinary Accounts</u></b> | <b><u>Interest rate</u></b> |
| <b><u>Ordinary Accounts</u></b> | <b><u>Interest rate</u></b>  |                                 |                             |

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|-----------------|---|
|                 | <p>HSBC C/A                      £8,013.75                      0.0%</p> <p>HSBC Savings                      £82,483.22                      0.01%</p> <p>Nationwide                      £74,018.07*                      0.05%</p> <p><b>Total                              £164,515.04</b></p> <p><i>*paper statement not yet received, this balance is based on statement for 01-Jan-21</i></p>  |
| <b>171.3.20</b> | <p><b>Financial Regulations</b></p> <p>Members consider an updated version of the Financial Regulations, based on the NALC model. The RFO advised that the authorisation thresholds in previous TPC Financial Regulations were included in this updated version which also included updated information relating to public procurement limits and the requirements to issue tenders for work.</p> <p>Cllr. Bronk advised that he would have liked more time to consider an important document such as this and a narrative around the changes included but did not otherwise object to it</p> <p>It was <b>Resolved to approve</b> the Twyford Parish Council Financial Regulations</p> <p><b>Proposed</b> by Cllr. Lawton, <b>seconded</b> by Cllr. Sellars.</p>   |
| <b>172/20</b>   | <p><b>Internal Audit</b></p> <p>Three quotations were received and circulated for the Internal Audit work, all for under £500.</p> <p>The current auditor had carried out the work since 2012, however the council supported the view that an alternative auditor could provide further assurance and an alternative perspective on relevant matters.</p> <p>It was <b>resolved to appoint</b> Fair Account to provide the Internal Audit service for the Council for a fee of £495.</p> <p>The Clerk would write to the successful appointee and also thank the previous auditor for their work.</p>   |
| <b>173/20</b>   | <p><b>Highways Update</b></p> <p>A discussion took place about the temporary traffic lights outside of the Phoenix in by Queen St junction and how these were enabling pedestrians to cross the road safely. This highlighted the need for a permanent pedestrian crossing in this location. Cllr. Bronk advised that he had already raised concerns about the courtesy crossing which had been installed Hampshire County Council some years ago as he did not believe this was fit for purpose. Cllr Pullen advised he would circulate some information about Traffic in Villages toolkit.</p> <p>Cllr. Forder-Stent advised that Cllr. Humby (HCC) is running a survey about the Hampshire transport plan and suggested that the parish council should highlight the issue of the main road running through Twyford village as being B category road yet having a significant volume of traffic. How this could be addressed, especially in the context of active travel and reducing carbon emissions.</p> <p>It was <b>Resolved to delegate authority</b> to Cllr. Forder-Stent to coordinate a response with members to the survey and provide to the Clerk for formal submission .</p> |
| <b>173.1/20</b> | <p><b>Speed Limit Reminder Signs Report</b></p> <p>The report was <b>received and noted</b>.</p> <p>Cllr Lawton noted that vehicle speeds were clearly higher during the lockdown whilst vehicle volumes were lower. Cllr. Bronk reminded the meeting that he had asked whether it was possible to aggregate data for each location into a single table so that data could easily be viewed over a long period. The Clerk agreed to liaise with the Assistant Clerk on the matter.</p>  |

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| 174/20 | <p><b>Twyford Social Club</b></p> <p>The Chairman gave an update on this matter and advised that members of the social club are taking part in a vote and that the social club committee would make a decision in due course .</p>   |
| 175/20 | <p>Project Updates</p> <ul style="list-style-type: none"> <li>• <b>Neighbourhood Plan</b> – Cllr. Corcoran advised that the SDNPA had commenced the statutory consultation which runs until March 25<sup>th</sup>. The SDNPA Planning Committee would also receive an update at its next meeting.</li> <li>• <b>Flood Mitigation and Car Park expansion</b> – Cllr. Corcoran advised that WCC were preparing a report to recommend a transfer of the CIL car park award towards the flood mitigation project instead.</li> <li>• <b>Two Parks/Hunter Park Strategy</b> – discussed in minute 170.1/20</li> <li>• <b>Cycleway</b> – Cllr. Mitchell advised that progress on a developing a scheme design would include the whole scheme rather than just limited to the current available budget.</li> <li>• <b>Climate Change</b> - Cllr Forder-Stent reported that group had another meeting planned for early March and some planning was being made on arranging a Green Fair in July, the organisers may ask the Parish Council for some assistance in the near future.</li> </ul> |
| 176/20 | <p><b>Berry Meadow and Compton Lock Committee</b></p> <p>Cllr Corcoran advised that an upcoming decision was required on the grazing licence. A meeting of the management committee would take place soon to consider this matter and report back in April.</p>  |
| 177/20 | <p><b>Items for consideration at a future Full Parish Council meeting</b></p> <p>There were no items suggested.</p> <p>The meeting closed at 9:35pm</p>  |