

FULL COUNCIL

TWYFORD PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL

Held on Thursday 28th September 2023 at 7.30pm

In the Gilbert Room, Twyford Parish Hall

Present:

Cllr. Mitchell (in the Chair), Cllr. Forder-Stent, Cllr. Pain, Cllr. Lawton, Cllr. Corcoran, Cllr. Cook, Cllr. Pullen, Cllr. Sellars, Cllr. Hill, Cllr. Hoad.

In attendance:

1 member of the public
Cllr. Greenberg (WCC)

Minute

Business Transacted

76/23

Chairman's comments

The Chairman welcomed everyone to the meeting and mentioned reported that he had received a letter of thanks from the recipient of a recent grant supporting attendance at the Scout Jamboree 2023 in Korea.

77/23

Apologies for Absence

There were no apologies.

78/23

Requests for Dispensation under Section 33 Localism Act

No requests were received.

79/23

Declarations of Interest

There were no declarations made.

80/23

Approval of Minutes

It was **Resolved** that the minutes of the Meeting of Twyford Parish Council held on 27th July 2023 be approved.

81/23

Public Representation

Ingrid Percival introduced herself to the Council, explained that she was interested in standing for co-option and gave some background to why she would like to be a councillor.

82/23

County Councillor's report

Cllr. Humby had submitted a report for September which was **received and noted** and is attached in the appendices.

83/23

District Councillors' report

A report was **received and noted** and is attached in the appendices.

Cllr. Greenberg also reported that WCC had recently declared an Ecological Emergency and she had attended a workshop on the Winchester Movement Strategy. She highlighted the mass cycle ride event which was taking place at the weekend.

Cllr. Greenberg left the meeting.

84/23

Clerk's report

The report was **received and noted** and is attached in the appendices. The Clerk also advised, that the outcome of the CIL applications was expected in October.

85/23 Co-option

One application had been received.

It was Resolved to co-opt Ingrid Percival as a member of Twyford Parish Council.

Proposed by Cllr. Mitchell, Seconded by Cllr. Cook.

86/23 Recreation Committee

The draft minutes of the meeting of the Recreation Committee held on 14th September 2023 **were received**.

Cllr. Pullen highlighted the salient points of the meeting. There were no recommendations to Council.

87/23 Schedule of Payments

It was **Resolved** to **receive and approve** the Schedule of Payments for September 2023.

The schedule is attached in the appendices.

88/23 Balance of the bank accounts

The bank balances as of 31st July 2023 were **noted**.

Ordinary Accounts		Interest rate
Unity Trust C/A	£5,339.91	0.0%
Nationwide	£14,329.60	1.45%
Redwood (35 day notice)	£87,356.87	3.20%
Unity Trust (Instant Access)	£34,907.31	2.60%
Total	£141,933.69	

The bank balances as of 31st August 2023 were **noted**.

Ordinary Accounts		Interest rate
Unity Trust C/A	£4,430.70	0.0%
Nationwide	£14,347.83	2.20%
Redwood (35 day notice)	£87,594.48	3.20%
Unity Trust (Instant Access)	£29,907.31	2.75%
Total	£136,280.32	

89/23 Budget Virement

It was Resolved to approve a virement of £2,500 from general reserves into the tree maintenance budget in order to meet planned works during the winter.

90/23 External Auditor's Report

The External Auditor's Report and Certificate for 2022/23 was **received and noted**.

91/23 Parish Farm Advisory Committee

Cllr. Corcoran introduced a report, which is attached in the appendices. The report sought approval for 3 items of expenditure some of which not budgeted. Cllr Corcoran explained the need, which had become urgent, to carry out works on the fencing and gates. The quotes received were from a supplier which had been used previously.

The Council considered the recommendations, and it was **Resolved to:**

- Within 7 days, a second quote would be sought for the fencing works.
- Approve expenditure of up to £2,415 for the fencing works.
- Approve expenditure of up to £1,325 for the purchase and installation of two gates.

- Approve expenditure of £650 for the landscape advice & planting of trees
- Approve a virement of £1,700 from general reserves to the Parish Farm budget.

Cllr. Corcoran also gave an update on the works that volunteers from the committee had been carrying out on the trees on Berry Lane.

92/23 Hazeley Road Development Area Advisory Committee

Cllr. Corcoran gave a verbal update and advised that the housing developer had reported that progress on the planning application had been slow. In the meantime, the committee was going to progress discussions on access from the existing car park into the proposed new car park.

Cllr. Corcoran, in response to a question, clarified that during the build phase of the development access to the development site would be directly off Hazeley Road and not via the existing car park.

93/23 Highways Advisory Committee

Cllr. Hoad reported on several items that were in progress:

- Improvements to the informal crossing point on Finches Lane is scheduled to start on 9th October.
- Work on the village gateways on Hazeley Road is also due to take place in the next few months.
- The pavement adjacent to the B3335 at Hockley is due to be cleared of debris and the full width restored.

Cllr. Hoad also advised that there had been two reported near misses by pedestrians on Norris Bridge and encouraged everyone involved in such incidents to report to the Police via 101 or the website and receive an incident number which then allows evidence to be built up.

Cllr. Lawton advised that he and Cllr. Corcoran had met with the Golf Club, following the withdrawal of their planning application, and had emphasised that any new planning application should also include community benefit measures such as improving pedestrian safety on the B3335 adjacent to the club's site.

94/23 Climate Advisory Committee

Cllr. Forder-Stent advised that there had not been much activity over the summer. Cllr. Hill had attended a climate change workshop in Winchester in early September

95/23 Grant Application

It was Resolved to approve, under s142 of the Local Government Act 1973, a grant of £400 to Winchester Citizens Advice

96/23 Correspondence

An item of correspondence had been received in relation to Southampton Airport airspace changes.

It was Resolved that Cllr. Lawton, as the Parish Council representative of the Airport Consultative Committee, would provide the text of a response.

Parish Council Communications

Cllr. Cook advised she was pleased to see improvements being made to the information on TIS and the Council's social media page.

97/23 Cllr. Pullen had produced a mock up of a newsletter and sought extra help for content, Cllr. Pain and Cllr. Sellars offered to assist.

It was Resolved to produce a newsletter, on a trial basis, for 2 quarters, with a newsletter in each quarter, to be delivered to all households in Twyford. To save on future printing costs

and potential waste, the newsletter would ask residents to opt into receiving a paper copy for future editions. The Clerk would bring information on printing and distribution costs to the October meeting.

98/23 Climate Change Training

Cllr. Hill reported that she attended a workshop in Winchester earlier in September. There had been an offer from WCC to provide free training to parish councillors with factual information about climate change which would allow them to make informed decisions and take climate change into account when making those decisions.

It was Resolved that the Council would participate in such training and extend it to members of the Climate Advisory Committee. Cllr. Hill would investigate potential dates for a trainer to carry out the session and liaise with Cllr. Forder-Stent and with the Clerk in booking a suitable venue and circulating information to councillors.

99/23 Permissive Footpath Improvements

Cllr. Cook introduced a proposal to improve a permissive footpath south of Hunter Park. She had met with a representative of Hampshire Countryside Services who offered a number of suggestions, however since it was not a public right of way it would be a challenge to fund works from the public purse, although design advice could be given, and any proposals must have the support for the landowner.

Cllr. Corcoran reminded members that in previous correspondence last year the landowner had stated their intention to look at improvements and now seemed a timely moment to ask for an update.

It was Resolved that the Clerk would review previous correspondence and write to the landowner regarding the matter.

The meeting closed at 9.40pm

COUNTY COUNCILLOR ROB HUMBY'S REPORT

SEPTEMBER 2023

[Keep updated at @hantsconnect](#)

[Hampshire County Council | Hampshire County Council \(hants.gov.uk\)](#)

[Subscribe to our resident newsletters | Hampshire County Council \(hants.gov.uk\)](#)

[Hampshire County Council | Winchester | Facebook](#)

[Hampshire County Council \(@hampshire_county_council\) • Instagram photos and videos](#)

New County Council Cabinet Portfolios

Adult's Health and Care:

- Executive Lead Member, Cllr Liz Fairhurst; and
- Executive Member, Cllr Jan Warwick

Children's Services:

- Executive Lead Member, Cllr Edward Heron; and
- Executive Member, Cllr Steve Forster

Universal Services:

- Executive Lead Member, Cllr Nick Adams-King; and
- Executive Member, Cllr Russell Oppenheimer

Hampshire 2050 and Corporate Services

- Leader, Cllr Rob Humby; and
- Deputy Leader, Cllr Roz Chadd

HR, Performance, Communications and Inclusion and Diversity

- Executive Member, Cllr Kirsty North

YOUR HAMPSHIRE smc-seb.s4hana.ondemand.com/eu/elastic-access/sap/seb/?_L54AD1F204_c2NlBmFyaW89U0VCJnRlBmFudD1teTMwMTI4MS5zNGhhbmEub25kZW1hbmQuY29tJkNhbXBhaWduT3V0Ym91bmQ9JzdBMTdEMzQxRDk0NDIBODc4ODIFRjVGREZEMkM1MDkyRUFFQURERDAnJkxpbmtUcmFja2luZ0lzRGlzYWJsZWQ9ZmFsc2U&K13=258&K14=637ecf1b19de34e97ae545f7fb755b070ef232eb6068a635686d3ecd2ccb91ec

ALL AGES AND ABILITIES WELCOME AT NEW QUEEN ELIZABETH COUNTRY PARK MOUNTAIN BIKE TRACKS

Four new bike tracks have opened at Queen Elizabeth country Park near Petersfield aimed at giving adults and children the chance to try out mountain biking and to help keen riders to develop their skills further

[All ages & abilities welcome at new Queen Elizabeth Country Park mountain bike tracks | Hampshire County Council \(hants.gov.uk\)](#)

DAME MARY FAGAN HOUSE TO BE RELEASED BY HAMPSHIRE COUNTY COUNCIL

Hampshire County Council has identified that some or all of Dame Mary Fagan House, in Lutyens Close, Basingstoke, could be released as part of the County Council's current accommodation review

[Dame Mary Fagan House to be released by Hampshire County Council | Hampshire County Council \(hants.gov.uk\)](#)

COUNTY COUNCIL LEADER GIVES THANKS TO HAMPSHIRE'S LOCAL ENTERPRISE PARTNERSHIPS

Responding to the announcement by central Government that the core functions of Local Enterprise Partnerships (LEPs) will transfer to Local Authorities, Leader of Hampshire County Council, Councillor Rob Humby has thanked the county's two LEPs, the Enterprise M3 LEP and Solent LEP, for the valuable role they have played in helping to drive investment, economic growth and bring businesses, education, and local authorities together over the last decade

[County Council Leader gives thanks to Hampshire's Local Enterprise Partnerships | Hampshire County Council \(hants.gov.uk\)](#)

RECYCLE VAPES AT HWRCs TO AVOID FIRE RISKS URGES COUNTY COUNCIL

Hampshire residents can now recycle vapes at any Household Waste Recycling Centre (HWRC), helping to avoid disposal in general waste, which is a fire risk, and reduce littering

[Recycle vapes at HWRCs to avoid fire risks urges County Council | Hampshire County Council \(hants.gov.uk\)](#)

CHILDREN AND YOUNG PEOPLE FACE A BRIGHTER FUTURE AFTER NEARLY 70 HAMPSHIRE FAMILIES SIGN UP TO BECOME FOSTER CARERS. BUT MORE HOMES ARE NEEDED

Nearly 70 new families have been welcomed to Hampshire County Council's fostering community, helping to give children and young people in care a brighter, loving, stable and secure start in life – but the campaign to encourage even more new families to come forward still goes on

[Children and young people face a brighter future after nearly 70 Hampshire families sign up to become foster carers. But more homes are needed. | Hampshire County Council \(hants.gov.uk\)](#)

HOP ON A BUS THIS SUMMER TO EXPLORE HAMPSHIRE – NEW CAMPAIGN AIMS TO BOOST PASSENGER NUMBERS

Hampshire residents are being encouraged to use the county's buses this summer to explore the county's attractions and take advantage of the Government's £2 bus fare cap. Bus operators Stagecoach, Bluestar and First Solent have joined forces with Hampshire County Council to launch a campaign highlighting the advantages of travelling by bus and the wide range of attractions that can be reached

[Hop on a bus this summer to explore Hampshire – new campaign aims to boost passenger numbers | Hampshire County Council \(hants.gov.uk\)](#)

CONGRATULATIONS TO ALL HAMPSHIRE'S POST-16 LEARNERS Thousands of Hampshire students will have received the results of their hard work towards A-level, Technical, Vocational and Apprenticeship qualifications and Hampshire County Council would like to congratulate all of them for their hard work and dedication

[It's results day! Congratulations to all Hampshire's post-16 learners | Hampshire County Council \(hants.gov.uk\)](#)

TOP TIPS TO PASS THE BACK TO SCHOOL 'TO DO' LIST WITH FLYING COLOURS

As Hampshire schools get set to reopen on 1 September, the County Council is reminding local families of the support available to help them transition to the new school year with ease

[Top tips to pass the Back to School 'to do' list with flying colours | Hampshire County Council \(hants.gov.uk\)](#)

THOUSANDS OF HAMPSHIRE STUDENTS SET TO RECEIVE THEIR EXAM RESULTS

Hampshire County Council is congratulating all of the students receiving their GCSE and other level 2 qualification results today, and urging everyone who isn't sure what to do next, to speak to Hampshire Futures, the County Council's careers advice team for support

[Thousands of Hampshire students set to receive their exam results today | Hampshire County Council \(hants.gov.uk\)](#)

EVERY DAY MATTERS – FAMILIES URGED TO PRIORITISE ATTENDANCE IN NEW SCHOOL YEAR

With the new school year fast approaching, Hampshire County Council is encouraging families to do all they can to support regular attendance for their children

[Every day matters - families urged to prioritise attendance in new school year | Hampshire County Council \(hants.gov.uk\)](#)

GENERATING GREEN ENERGY AT HOME – SAVE ON BILLS, PROTECT THE ENVIRONMENT

The group-buying scheme, Solar together 2023, is now open to Hampshire residents looking to buy high-quality installations, at the right price, from pre-vetted installers

[Generating green energy at home – save on bills, protect the environment | Hampshire County Council \(hants.gov.uk\)](#)

CALLING ALL HOSPITALITY AND CATERING BUSINESSES – FIND OUT HOW EMPLOYING YOUNG PEOPLE WITH SPECIAL EDUCATIONAL NEEDS COULD BE YOUR RECIPE FOR SUCCESS

Hampshire County Council is inviting local hospitality and catering businesses to discover the benefits of employing young people with special educational needs and disabilities (SEND) at an online event on Tuesday 26 September, 10am to 12pm

[Calling all hospitality and catering businesses – find out how employing young people with special educational needs could be your recipe for success | Hampshire County Council \(hants.gov.uk\)](#)

PUBLIC CONSULTATION OPENS ON TRANSFORMING NURSING AND SPECIALIST CARE

Hampshire County Council has opened a public consultation on proposals that would see some £173million invested over the next five to six years to transform and expand the future of nursing and specialist care accommodation directly provided by the Local Authority for the county's growing older population.

[Public consultation opens on transforming nursing and specialist care | Hampshire County Council \(hants.gov.uk\)](#)

Item 83/23

District Councillors' Report to Twyford Parish Council

Ward Councillors' Report

Twyford

Thursday 28th Sept 2023

Local plan revised timetable

The Cabinet Committee for the Local plan met on 10th August and agreed to extend the timetable for producing a Local Plan, citing the complexity of national nutrient neutrality legislation and the value of first completing ongoing Strategic Transport assessments and studies into the local economy – all factors that could influence the emerging Local Plan. The revised timetable means that Regulation 19 consultation will take place in Summer/Autumn 2024, with adoption of the plan in 2025.

Central Winchester regeneration meet and greets

Winchester City Council's is undertaking a regeneration of a circa four-acre area of the city with a wide-ranging mix of uses including flexible work and creative spaces, food and drink offerings, a hotel and new high-quality public spaces. The proposals also include new homes to suit people of all life-stages, with a range of tenures available including private sale, homes for rent and affordable housing.

The council's Central Winchester Regeneration development partner Jigsaw will be hosting a series of one-to-one meet and greets over the coming weeks. The next meet and greet will take place on 4 October, with further sessions every other Wednesday until 13 December.

The sessions are a chance for Jigsaw to listen to the thoughts and hopes of those interested in the future regeneration of the city and understand opinions ahead of any initial designs being developed. To attend, register at <https://www.winchester.gov.uk/regeneration/engagement-and-consultation>

Solar Together Hampshire – Group buying scheme launched for PV and batteries

WCC is working with Hampshire County Council to promote a group buying scheme – Solar Together - to residents for high-quality solar Photovoltaic (PV) panels and battery storage at a more competitive price. The scheme will open on Monday 28 August.

Visit <https://solartogether.co.uk/winchester/home>

Alcohol Control zone extended to 2026

The licensing and regulation committee has supported a 3 year extension of the existing alcohol consumption public spaces protection order (PSPO) to September 2026.

The city's PSPO, which also covers Badger Farm, isn't a ban on public drinking but aims to address antisocial behaviour in response to complaints by the public and gives police the power to confiscate alcohol from people drinking in public and to issue a FPN for non-compliance.

Winchester Mass Cycle Ride

Saturday 30th Sept 2023

10.00-12.00

Take to the street of your Village then with friends Cycle to Winchester and meet up with other like minded Cyclists.

Other Villages taking part Kingsworthy, Badger Farm, Harestock, Highcliffe.

See Cycle Winchester for More Details.

Plus look out on Twyford Information for more details and Ed Chase as to the timings and we're to meet.

Please Support this Mass Cycle.

Both Cllr Greenberg and Cllr Cook want the numbers that take part from Colden Common and Twyford so that when we meet up with the others we have the maximum numbers.

We REALLY want our Presence Seen.

Meet for breakfast to join or wave off those who are cycling at The Bugle this Saturday from 8.30am

WECAN@WINACC.org.uk

Network Event Weds 11th Oct 2023

19.00-St Paul's Church, Winchester

Winchester Green Week

Sat 22nd Sept- Sunday 1st Oct 2023 ongoing.

Bishops Waltham Eco-Fair

Sat 7th Oct

11.30-16.00

Jubilee Hall

Loving Earth Project

Visual Arts Projects. Colden Common Eco Church

Sat 30th Sept 2023 11.00-16.00

A32/M27 Overnight Road Closures. M27 Junction 10 Improvements

Sept -Oct Late Evening Closures

Full Email and specific dates have been sent

Cultural and Creative Section WCC

Cultural Strategy (Member Briefing)

16th Nov 2023

Stakeholder Group being formalised from the awards

Awaiting more details

Annual Law Sunday 8th Oct 11.00am

Winchester Cathedral

Mayor Winchester Charity Events

Tickets are selling fast numbers are limited.

Next Event Not One to Be Missed

An Orient Express Wine Tasting Held in the Beautiful Mayor Home of Office (Well Madam Mayor Does have the Keys)

Saturday 14th October 19.00-

Abbey House Winchester.

Tickets £20.00

Speak to Cllr Cook and she will give all the relevant details on how to purchase the tickets.

There are many Events planned for 2024 as we know Residents Diaries fill Up all too quick and we want to give you the Opportunity to know what Madam Mayor of Winchester Cllr Angela Clear is organising with her three Charities:

- Rowans Hospice
- Naomi House and Jacksplace

- SSASA The Armed Forces Charity.

Important numbers:

National Highways Reporting

0300 123 5000

Southern Water

0330 303 0368

M3 Junction 9 Road Improvements

National Infrastructure Planning

Helpline 0303 444 5000

Hampshire Highways

0300 555 1388

Mon-Fri 08.30-17.00

OUT OF HOURS Call 101

To report a flooding or drainage problem

Hants.gov.uk

Winchester City Council Offices 01962 840222

Customer service@winchester.gov.uk

Mon-Thurs 08.30-17.00

Friday. 08.30-16.30

Ward Councillors:

Cllr Sue J Cook SJCook@winchester.gov.uk

07884 111916

Cllr Hannah Greenberg HGreenberg@Winchester.gov.uk

07866 9355



Twyford Parish Council

Clerk's Report

Councillors are reminded that the items within this report are provided for information only and not available for debate. If it is considered that an item listed within the report should be debated fully by members, then it will be placed on the next appropriate committee or council agenda. Any member wanting clarification or further information on any aspect of items within the report please contact me in advance of the meeting.

General reading and information.

The following publications have been received and available for members to read:

- Rural Service Network – Rural Bulletin 19th September
- WCC Parish Connect - September
- WCC Your Council News – August
- HCC – Your Hampshire newsletter
- South Downs News – September
- The Clerk magazine
- Clerks & Councils Direct
- WeCAN News - September

Other information

- 1) All members need to be aware of the disclosable pecuniary interest forms and consider whether there have been any changes since it was last written. If there was a need for any change to be made, please contact me and I will supply fresh document for completion.
- 2) Information on training sessions available to Councillors has been circulated. These sessions are run by Hampshire Association of Local Councils.
- 3) The defibrillator at Parish Hall was recently used in an emergency. However, in the course of the accessing the defib, the cabinet was damaged which was arranged to be made good. The defib pads and emergency kit replaced.
- 4) The door on the former telephone kiosk at Northfields, which was damaged earlier in the year, has now been refitted.
- 5) Following the decision of the Recreation Committee not to proceed with EV charging points at Hunter Park, WCC have been informed that the Parish Council will not be taking up the offer of a Government grant of £12k towards the work.
- 6) The Council's Insurance renews from 1st October 2023. This will be year 3 of the 3 year Long Term Agreement.
- 7) The 2nd tranche of the 2023/24 precept has been received from WCC.
- 8) The memorial bench, which was approved at July's meeting of Full Council, has now been installed in Hunter Park.
- 9) The next Lengthsman visit will take place in mid November. Any request for jobs need to be with Assistant Clerk before end of 3rd November.

Jamie Matthews
Parish Clerk
21st September 2023

Item 87/23

Schedule of Payments – September 2023

Tx No.	Gross	Vat	Net	Details
163	£52.88	£8.81	£44.07	DigDat (Anglian Water Services) - A3 plans for clean and waste water pipes - Shawford Road
161	£3.00	£0.00	£3.00	Lloyds Bank (Card) - Monthly charge
49	£66.00	£0.00	£66.00	Winchester City Council - Business rates - September
164	£37.13	£1.77	£35.36	Octopus Energy - Electricity - Pavilion
156	£93.60	£15.60	£78.00	Elite Playground Inspections - Quarterly inspections for Hunter Park and Northfields play areas
169	£2,073.44	£345.58	£1,727.86	Green Smile Ltd - Monthly grounds maintenance
177	£143.22	£23.87	£119.35	Philspace Ltd - Toilet Hire - August
157	£150.24	£25.04	£125.20	X2 Connect Ltd - Door closer for Northfields Kiosk
158	£50.00	£0.00	£50.00	Adam Architecture - Return of deposit
172	£36.00	£6.00	£30.00	Plus Net - Phone & Broadband
173	£1,324.55	£220.76	£1,103.79	Shoreland Network Solutions - Monthly maintenance - July
174	£833.56	£138.93	£694.63	Shoreland Network Solutions - Monthly maintenance - August
159	£528.45	£11.03	£517.42	Wyatt Electrical - Caretaking duties August 2023
167	£419.57	£0.00	£419.57	HMRC - PAYE and NI
171	£36.00	£6.00	£30.00	Vodafone - Mobile Telephones - September
165	£586.98	£0.00	£586.98	HCC Pensions - September Pension Contributions
166	£1,857.56	£0.00	£1,857.56	Employee Salaries - September Salaries
168	£128.99	£21.50	£107.49	Mint Signs - Outdoor Gym sign and install - Hunter Park
170	£41.77	£6.96	£34.81	Hampshire County Council - Cleaning materials
175	£504.00	£84.00	£420.00	BDO LLP - External Audit Fees
176	£2,692.33	£0.00	£2,692.33	Arthur J. Gallagher Insurance Brokers Limited - Annual Insurance (year 3 of 3)
178	£46.28	£0.00	£46.28	Sue Nias - August Mileage expenses
179	£97.80	£0.00	£97.80	J.P. Matthews - August mileage / expenses
180	£154.67	£25.78	£128.89	Amazon - Replacement SP1 defib pads (Urgent Order)
182	£8.44	£1.41	£7.03	1&1 IONOS - Web hosting support
	£11,966.46	£943.04	£11,023.42	



Twyford Parish Council

Tree Maintenance

During the course of the Summer minor tree works were required to branch falls at Hunter Park on three occasions. In addition, a tree has fallen into an adjacent grazing field and requires removal.

This work has incurred costs in the region of £2,000, about half of which is in connection with the removal of the large tree fallen into field. As result there will be insufficient budget, of a total of £3,000 for the year, remaining for planned tree works which are due to take place in Hunter Park during the winter.

Recommendation

That, in order to provide sufficient budget for tree maintenance for the remainder of the 2023/24 year a virement of £2,500 from general reserves to cover such work is approved.

Section 3 – External Auditor’s Report and Certificate 2022/23

In respect of

EN Twyford Parish Council TY

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2022/23

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

External Auditor Name

ENTER BDO LLP - Southampton . AUDITOR

External Auditor Signature

DocuSigned by:
BDO LLP
26E6056D80974E4

Signature REQUIRED
Date 21 August 2023 /YYYY

Item 91/23

Twyford Parish Council 28th September 2023

Farm Committee

Chairman's report

Several matters have arisen over the summer which need the approval of Full Council. In addition, progress is being made on other projects

1. Fencing in the meads . New fencing along the west boundary (south of the Lock) and replacing the fence on the South boundary of the lock enclosure has been planned and agreed by the Farm Cttee for over two years The delay has been caused by the sickness of the contractor so we had no accurate cost . He is now recovered. His quote (attached) is for
 - a. West boundary 140 m stockproof fencing £1785.
 - b. South boundary of lock 45 m stockproof fencing £630Total £2415 (plus VAT)
Includes removal of old fencing etc
2. Replace two Berry meadow Gates (at Berry Bridge and Shawford Road)
Both these gates have failed though age and constant use and need replacing Both of these are urgent as the field is currently not properly stockproof and damaged fencing invites further damage. Following our experience on the Towpath with its heavy use and vandalism we recommend replacement with similar spec of metal gates RS fencing are checking the current price for the metal gates which we expect to be more than the £420 each paid approx. two years ago (plus £90 delivery)...say.
 - a. £1000 for gates
 - b. Installation by fencer £325Total £1325 plus VAT
3. The tree planting in Berry meadow . As you will recall, TPC applied to SDNPA for a grant for two planting schemes which are adjacent in the SE corner (the Jubilee Clump) and along the Shawford Road (The Avenue). This was awarded to TPC and comes in the form of the trees as specified by TPC and timber and materials for guards; to be delivered in November TPC is responsible for erecting and then maintaining. The clump is fully agreed by the Farm cttee but the Avenue is not . There are two opposing views on the best alignment , one on or close to the fence line: the other about 8m inside. To help settle this issue and advise TPC on a high-profile proposal in what is a very prominent location , a professional opinion appears the best way forward.
I contacted a landscape architect from HED a substantial firm of landscape consultants , based locally. We met on site to discuss to discuss the options and the costs of her advice . The quote to include a site visit already carried out is attached.
The landscape architect asked about services and this has been obtained by the clerk .all are in wide highway verge, with none on Berry Meadow The Clerk has also checked to see if there are any restrictions on the location of the planting within Berry meadow and confirmed there are none.

I recommend that the quote be accepted and the recommendations be reported to the next Full Council for decision.

4. Progress with the Bench

The general scheme for the new benches at the locks has been agreed by the Farm Cttee; it requires the raising of the land on which the benches re to be placed . For this we are currently using chalk from new graves but this is proving a slow business. We will now accelerate by utilizing the stone from Hunter park and purchasing additional appropriate fill and surfacing and hiring the necessary equipment a digger and tipper trailer for moving the material in small loads across the Meads (1 to 1.5 tonnes) All costs of the bench and its surrounds are covered by the Bequest of £5,000

5. Summer usage and other matters Usage has remained high for both fields and the lock; the Farm Committee is to meet on 18th October and will review the impacts and management of the summer period. The report of Hampshire Biodiversity on the Flora is awaited It will also discuss the grant situation and what action needs to be taken for the next round of applications.

6. Budgetary implications

The costs of the proposals above are.

- a. Fencing £2,415
- b. Gates approx. £1,000
- c. Landscape architect £650

Total £4,065

In addition, the farm budget has made provision for the following expenditure:

- d. Grazing payments to HWT £1,200
 - e. Advice for Grant applications £312
.and will need to make provision for incidental expenditure in the remainder of the financial year...
 - f. Say £500.
- Total £6,077

The Clerk advises that the Farm Cttee has unspent for this year of £4,375.

The shortfall is approx. £1,700. This would need to be covered out of TPC reserves.

It should be noted that the fencing should have been incurred last year, that provision was made for it and was unspent , that the replacement of the gates was not planned and is now urgent, and that the landscape advice is in support of an unexpected SDNPA grant for a capital project .

Recommended:

- 1. Accept quote from RS fencing for £2,415
- 2. Authorise purchase and delivery of two metal gate and quote for installation
- 3. Accept quote from HED for landscape advice on planting of avenue
- 4. Authorise use of £1,700 from general reserves

Twyford Parish Council
Application for Grant for Voluntary Organisations
Local Government Act 1972, Section 137 (or under any other Statutory Power)

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of audited annual accounts showing the applicant organisation's income, expenditure and level of balances.

If the organisation does not prepare annual accounts, please state why; and provide copies of the organisation's bank statements.

1	Name of Organisation ("the Applicant")	Citizens Advice Winchester District
2	Name and postal and email address of the Applicant and/or its contact person (please explain the contact person's relationship with the Applicant)	Olivia Thomlinson City Offices Colebrook Street Winchester SO23 9LJ <i>Email: comms@cawinchesterdistrict.org.uk</i>
3	If the Applicant is a registered charity please state its number	1144965
4	Amount of grant requested	£400
5.	What is the purpose or project for which the grant is requested?	<p>We need funding to help us expand and develop our outreach services in Winchester District so that we can create a fully accessible advice service that can respond to the evolving needs of our community.</p> <p>With so many different people needing our help, with such a wide variety of issues, we know that we need to offer more flexibility and choice in the ways that individuals can reach out to us – particularly if we are to reach those who are at their most vulnerable or marginalised.</p> <p>We also know that there are many people who need our help, but who don't access our services – this can be for a wide range of reasons, such as lack of awareness of how we can help or lack of capability.</p> <p>We have already taken some initial steps to develop a flexible user-led approach to our advice delivery, but we are now looking for funding to develop this further. Our newly appointed Outreach Adviser will be responsible for expanding and developing our Outreach Programme within the district and funding from Parish Councils will enable us</p>

		<p>to fully drive this initiative forward, including:</p> <ul style="list-style-type: none"> • Building partnerships with key organisations to help us identify emerging trends and support their service-users • Establish regular and one-off co-volunteering opportunities - such as at food banks and food pantries • Continue to train staff and volunteers from local community groups and organisations in Advice First Aid so they can identify when someone may need our help, provide initial support and help them to access our services. • Deliver talks and bespoke advice sessions to different groups e.g., scams awareness sessions at lunch clubs or supported living schemes • Run pop-up advice and information stands at community events or in response to an emergency e.g., Ukraine advice hubs, Warm spaces & Cost of Living advice hubs • Offer one-to-one advice sessions at partner locations across the district on request <p><i>Please use an additional sheet if necessary</i></p>
6	When would the expenditure to be met by the grant be incurred?	Over the next 12 months.
7	If the total cost of the project is more than the grant, how will the balance be financed?	The balance will be financed largely through other Parish Council funding and a grant from Winchester City Council.
8	Have you applied for a grant for the same purpose/project to another organisation? If so, which organisation and for how much?	Yes – other Parish Councils
9	Who will benefit from the project and how?	<p>Individuals and families from across Winchester District (including Twyford) who find themselves in a situation that seems complicated, overwhelming or unfair will benefit from the development of our outreach service.</p> <p>However, those who are likely to benefit most are those who are less likely to contact us via our more traditional channels. For instance, individuals who might find it hard to visit us in person (perhaps because of mobility issues or illness) or those who would find a phone call difficult (maybe due to hearing problems, language issues or access to a phone).</p> <p>Expanding our outreach service will help us break down barriers to supporting people who are 'hard to reach' i.e.</p>

		<p>people who would really benefit from our services but are either not aware of them or not accessing them currently for a range of reasons.</p> <p>Getting our advice and support out to those who need us most will have a profound impact on that person's life – helping people out of crisis and enabling them to move forward with their lives.</p> <p>Last year, our advice helped generate over £1 million pounds of income for people across Winchester District.</p> <p>Helping people access the right financial support has an enormous impact on an individual or family. As well as the obvious financial gain, our advice and support can also result in reduced stress and anxiety which in turn can improve a person's general health and wellbeing.</p>
10	<p>Approximately how many of those who will benefit are parishioners of Twyford?</p>	<p>Over the twelve months to April 2023 Citizens Advice supported 33 people from Twyford parish with 146 different issues. This represents a 23% increase in the advice needs of Twyford residents compared to last year.</p> <p>Sadly, this is representative of what we are seeing across the District in that people who are coming to us now have more complex and multiple issues that they need support with.</p>

You may use a separate sheet of paper to submit any additional or other information that you feel necessary support this application.