

# The Hennys', Middleton and Twinstead Parish Council

Minutes of the meeting held on Monday 13<sup>th</sup> January 2020 at Twinstead Village Hall

**Present:**

**Parish Cllrs:** Cllr A Lyster (Chairman), Cllr D Holland (vice Chairman),  
Cllr T Humphreys, Cllr A Scattergood, Cllr A Burns, Cllr L Wotton,  
Cllr A Smart & Cllr M Cracknell.

**County Cllr:** Cllr D Finch

**Clerk:** Mrs S Boydell

**Public:** Three People (including two visiting Parish Councillors)

63. **2019/20 Apologies for absence**  
*District Cllr W Scattergood*
64. **2019/20 Declarations of interest on agenda items**  
*Cllr A. Scattergood – relationship to District Cllr W. Scattergood*
65. **2019/20 Approval of Minutes**  
*All in agreement*
66. **2019/2020 Community Engagement Presentation by Gigaclear**  
*Gigaclear is a Rural Broadband Provider working with Essex County Council / Superfast Essex with a co-funded programme to supply hard to reach places with broadband. Gigaclear's website [www.gigaclear.com](http://www.gigaclear.com) has more information including a postcode checker to see areas involved. General discussion (all required information is on Gigaclear's website).*
67. **2019/2020 Public Speaking**  
*Discussions regarding communications within villages and damaged roads in the local area.*
68. **2019/20 District/County Councillors Report**  
*County Cllr D Finch presented information which can be found on the Parish Council Website within the "minutes" section. (The Clerk can be contacted for a hard copy if required).  
An overview:  
Essex CC has initiated a Climate Action Committee with a variety of members from all areas. 375,000 trees will be planted over the next 5 years - any areas of land where the landowner is happy to plant trees and local people keen to plant the tree then please e-mail [environment@essex.gov.uk](mailto:environment@essex.gov.uk). Other items were discussed such as: Reducing CO2, supporting rough sleepers and the homeless, reducing pollution and much more.*
69. **2019/20 Clerks Report**  
*Clerk will update and upload standing order onto the new website once live.*  
*- Clerk to contact BDC to check their template*  
*Clerk contacted Highways regarding HGV Vehicles, road closure signs and village signs.*  
*- Clerk to chase Highways on all correspondence including road closure dates and enquire regarding "Highway Cleaning Team" and the repairing / cleaning of road signs.*  
*Clerk produced a poster for notice boards advising parishioners to report any footpath issues. Clerk submitted all planning comments agreed at planning meeting 9<sup>th</sup> December 2019. An overview email was sent to the PC regarding updates and decisions made at the communications working group meeting, including potential dates for AGM and Annual Parish Meeting.*  
*- Clerk to look into the idea of an email subscribers list similar to Pebmarsh PC.*  
*- Clerk to start work on Parish Council Facebook Page (majority of PC agreed)*

- 70. 2019/20 Correspondence**  
*Correspondence regarding Dedham Vale Area of Outstanding Natural Beauty and Stour Valley Project noted and discussed. Twinstead Village Green to be added to Open Spaces Action Plan if possible.*
- 71. 2019/20 Highways/PROW Maintenance**  
*HGV lorries on Pebmarsh Rd, Twinstead.*  
*PC is still waiting for a response. Cllr L Wotton raised the HGV safety issues on Pebmarsh Road, Twinstead with Cllr Finch and requested his support with instigating measures to deal with this via Essex Highways. Cllr D Finch asks Clerk to send all information directly to him.*
- 72. 2019/20 Planning**  
*10.1 Barn 1 Twinstead Hall Barns Church Road Twinstead (19/02112/FUL) – PC agreed to support*  
*10.2 Middleton Hall Farm Middleton Road Middleton (19/02231/AGR) – BDC already approved*  
*10.3 Waltham Henny Street Great Henny (19/02040/FUL) – PC already submitted comment but clerk to submit supplementary comment.*  
*10.4 Shepherd's Rectory Road Middleton (10/02070/HH) – PC already supported*
- 73. 2019/20 Standing Orders**  
*Standing orders to be deferred to the next meeting. PC agreed if an email is not relevant or specific to this area then the clerk can disregard and not forward on to the councillors.*
- 74. 2019/20 Parish Upkeep**  
*Footpaths – these are the responsibility of the County Council and not the Parish Council.*  
*Litter Picking – agreed to carry on with current arrangements*  
*Twinstead Water Pump – PC agreed for Cllr A Smart to paint. Clerk to inform village improvement society know of this plan.*  
*Noticeboards in each village – Cllr M Cracknell agreed to put up the new boards in Gt Henny and Little Henny. Twinstead board needs servicing, local Councillors volunteered to do this.*
- 75. 2019/20 Industrial Impacts on our Parishes**  
*This item has been deferred to a future meeting as an extended item or to a special meeting to identify issues and solutions. Some comments were noted: Agricultural vehicles are allowed to stop in a road for up to 15mins to load or unload agricultural produce (this is up to an hour for livestock). There is no restriction on cutting back hedgerow and this can be done to any extent between 1<sup>st</sup> September and 1<sup>st</sup> March. Discussions regarding flooding from agricultural land onto highways and freight vehicles using formerly agricultural sites.*
- 76. 2019/20 Emergency Plan**  
*Clerk to check the email / phone tree is up to date. Discuss emergency plan at future meeting.*
- 77. 2019/20 Councillor Roles & Responsibilities**  
*Cllr D Holland – planning*  
*Cllr T Humphreys – Finance*  
*Cllr A Scattergood – Insurance*  
*Cllr M Cracknell – Agricultural Advice*  
*Cllr A Smart - Health & Safety*  
*Cllr L Wotton - Commuications*

## 78. 2019/20 Parish Council Finance

16.1 & 16.2 Cheques signed:

14/11/19	CHQ689	£10.00	Twinstead Village Hall Hire Sept 2019
20/11/19	CHQ688	£271.44	Councillor Training Oct 2019
14/11/19	CHQ690	VOID	VOID
09/12/19	CHQ696	£150.00	Twinstead Litter Pick
09/12/19	CHQ691	£20.36	Clerks Expenses
09/12/19	CHQ692	£386.73	Clerk's November Overtime (inc.£43.20 tax rebate)
09/12/19	CHQ693	£578.19	Clerk's Salary December 2019
09/12/19	CHQ694	£54.16	HM Revenue & Customs 475PW00175481
09/12/19	CHQ695	£56.00	Ladywell Accountancy Services 2019/20
09/12/19	CHQ697	£281.10	S Savage Expenses Oct 2017 – Sept 2019
13/01/20	CHQ700	£602.98	Clerk's Salary January 2020
13/01/20	CHQ698	£20.36	Clerk's Expenses November 2019
13/01/20	CHQ699	£10.53	Clerk's Expenses December 2019

16.3 The precept for this year was agreed at £9,756.00. This figure is significantly higher this year than last £4,750.00 primarily due to an increase in the number of hours being worked by the Parish Clerk from 5 hours per week to 12.5 hours per week. This has not been changed for many years and after asking the Parish Clerk to log time worked the Parish Council arrived at the new figure. The increase is due in great part to the increase in Regulatory Work being carried together with necessary Training and a general increase in the number of issues which have to be dealt with including planning and communications. Otherwise this includes extra spending on Councillor training, £350.00, Website, £250.00, Audit fees, £200.00, and grass cutting on Twinstead Green £300.00.

16.4 Financial Regulations will be updated.

16.5 PC agreed to pay clerk £25 per quarter for use of own computer due to deterioration of current laptop.

16.6 Clerk's new contract updated and signed.

## 79. 2019/20 Items for the next agenda

- Emergency Plan
- Industrial Impact on our Parishes
- Standing Orders
- Purchase of Local Council Administration book

## 80. 2019/20 Date for the next meeting to be decided

Monday 16<sup>th</sup> March 2020, 7.30pm at Twinstead Village Hall

**Meeting closed at 21:30**