

The Hennys, Middleton and Twinstead Parish Council

Minutes of the ONLINE meeting held on Monday 13th July 2020 using Zoom

Present:

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

District Cllr: *Cllr W Scattergood*

Clerk: *Mrs S Boydell*

Members of Public: 3

20. **2020/21 Apologies for absence**
Cllr M Cracknell – apologies accepted
21. **2020/21 Declarations of interest on agenda items**
*Cllr L Wotton – item 14 due to connection with Twinstead Cricket Club
Cllr A Smart & Cllr L Wotton – item 11 as both reside within an area of discussion.*
22. **2020/2021 Approval of Minutes**
Clerk made some minor alterations on some wording – PC agreed for minutes to be signed.
23. **2020/2021 Public Speaking**
Members of the public highlighted issues caused by HGVs using small and unsuitable roads.
24. **2020/2021 Co-option**
Cllr Scattergood proposed. Gemma Morgan to become a new Parish Councillor, Cllr T Humphreys seconded and all were in agreement. Cllr G Morgan co-opted and forms sent for completion.
25. **2020/21 District/County Councillors Report**
Cllr W Scattergood discussed the HGV issues and explained that the Parish Council's application for changing the route of the HGV's is not yet on the list for discussion – this is a slow process. Currently all planning meetings are taking place using Microsoft Teams and all applications received prior to 23rd March have been worked through – since 23rd March many applications have been received. Now site visits are permitted meetings are being held. The Government advises that unless there is any increase in COVID-19 then all will be back working in offices from September 2020.
26. **2020/21 Clerks Report**
All items noted.
27. **2020/21 Planning**
No items requiring further discussion.
28. **2020/21 Phone Mast**
The PC agreed a watching brief on this and agreed to keep it on the agenda for discussion at each meeting.
- Cllr A Smart gave apologies and left the meeting due to internet connection issues.*
29. **2020/21 Highways/PROW Maintenance**
Highway Vehicles on Pebmarsh Road
Cllr D Holland confirmed that the Parish Council has worked extensively on this issue and explained that they have met with the company involved and also with residents affected. Cllr Holland confirmed that the grass area on the edge of the road is part of the road and owned by Highways. It was confirmed that the current usage for Kings Park has been in place since 1980s. In 2007 a decision was made that the change of use was confirmed – although no documentation has been found to support this. To confirm, there appears to be no planning consent for change of usage. The Parish Council are not able to contest planning at this time due to planning law.

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The owners of Effectual Storage / Kings Park are not aware that anything they are doing is unlawful – they provide all vehicles travelling to and from their premises with a map of the route they are required to drive – however, some drivers appear to follow satellite navigation and not use the map provided. A possible course of action would be to put a restriction of vehicle size on Pebmarsh Road, forcing the vehicles to use the route provided to them

The Parish Council has put together a business case which has gone to Highways and Highways panel – the case is for a restriction of the size of the vehicles on Pebmarsh Road. The Parish Council has also supported the document with a form showing formal support by County Councillor David Finch. To confirm – the Parish Council has fully researched the issue and has, to date, done all that it is able to do.

Highways – including updates on signage in villages

Parish Council agree to individually report any damaged signs to the relevant departments rather than waiting and compiling a comprehensive list.

Gt Henny to Applecroft Bridleway

Cllr T Humphreys has investigated complaints regarding a barrier being erected preventing traffic using the bridleway going from Gt Henny to Applecroft – Cllr Humphreys confirmed that there appeared to be three issues: 1. Gigaclear using / directing vehicle users to the bridleway, 2. Satellite navigation systems taking vehicle users down the bridleway and 3. Locals using the bridleway as a shortcut. It is reported that the largest issue of the three is the third issue. The Parish Council have agreed to put a notice in the local magazine, on the website and social media confirming the road is a bridleway and not a private road.

30. 2020/21 Parish Upkeep

- *Twinstead water pump refurbishment awaiting the end of lockdown.*
- *Twinstead notice board refurbishment is awaiting the end of lockdown.*
- *The Parish Council notes that Twinstead Village Green has been kept well regarding the grass cutting during a time of many restrictions and want to give thanks for the hard work involved.*

31. 2020/21 Communication

- *the Parish Council agreed that only the current agreed communications policy should appear on the website and not any copies with potential changes – clerk to remove any other copies.*
- *A user friendly version of the contents page of the communications document is to be discussed and reviewed within the communications committee with suggested changes to be agreed at a Parish Council Meeting.*
- *The Parish Council discussed the pros and cons surrounding having more meetings over the year with the aim of making the meetings shorter – the overall agreement was to carry on with meeting alternate months but aim to be more time effective.*
- *Items that are permitted to be posted and not posted on the website cannot be agreed within the time restraints of a Parish Council meeting – the policy will be discussed at the next communications committee meeting, with any suggested changes to be brought to the Parish Council for agreement. Cllr L Wotton to arrange the next Communications Committee Meeting.*

32. 2020/21 Assets of Community Value

Due to time restrictions this will be discussed at a later date.

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33. **2020/21 Industrial Impacts on our Parishes**
Cllr D Holland will create a report regarding this to circulate to the Parish Council for discussion.
34. **2020/21 Policies & Procedures**
Clerk to make a list of potential policies and procedures required. The Parish Council will then decide which policies it would like to adopt. The Clerk will facilitate the Parish Council in creating and agreeing policies at intervals throughout the year.
35. **2020/21 Parish Council Finance**
- *Finance report noted and agreed*
 - *Cllr T Humphreys and the Clerk will produce a possible update to the financial regulations to then be put the Parish Council for agreement.*
 - *Clerk to investigate any possible cost for internet banking before discussing further.*
36. **2020/21 Items for the next agenda**
*Phone Mast
HGV Issues
Parish Upkeep
Communication
Assets of Community Value
Industrial Impacts on our parishes
Policies & Procedures*
37. **2020/21 Meeting Dates**
To confirm – All Parish Council meetings are still to be held online until otherwise advised by the Government of changes to the new temporary legislation.
- 14th September 2020
9th November 2020
11th January 2021
8th March 2021
10th May 2021*

Meeting closed at 10pm