

The Hennys, Middleton and Twinstead Parish Council

Minutes of the ONLINE meeting held on Monday 4th May 2021 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*

County Cllr: *Cllr D Finch*

Clerk: *Mrs S Boydell*

Members of Public: none

10.2021/2022 Apologies for absence

None

11.2021/2022 To elect a Chairman for 2021/22

Cllr David Holland elected as Chairman.

12.2021/2022 To elect a Vice-Chairman for 2021/22

Cllr Tim Humphreys elected as Vice Chairman.

13.2021/2022 Complete Acceptance of Office forms and hand in Register of Interest forms

Clerk to organise the signing of forms.

14.2021/2022 Declarations of interest on agenda items

*Cllr A Scattergood regarding his relationship to Cllr W Scattergood
Cllr D Holland regarding planning 10b)*

15.2021/2022 Approval of Minutes

All members of the Parish Council in agreement with the minutes from 8th March 2021 and the minutes from the planning meeting on 26th April 2021.

16.2021/2022 Public Speaking

No public speaking requests.

17.2021/2022 District/County Councillors Report

Cllr W Scattergood

AGM and planning for elections. No other business other than the national grid item. Face to face meetings begin from 11th May 2021.

19:55 Cllr W Scattergood left the meeting.

Cllr D Finch

Will email report separately and clerk will circulate.

20:15 Cllr D Finch left the meeting (report was given after item 11)

18.2021/2022 Clerks Report – all items noted.

19.2021/2022 Planning - Current Planning Applications for objection or approval

a) *Shepherds Rectory Road Middleton Essex CO10 7LN*

Proposed detached cartlodge and detached storage unit.

*Ref. No: 21/00984/HH | **The Parish Council supports this application***

b) *Great Barn Church Road Twinstead Essex*

Proposed cartlodge with games room.

*Ref. No: 21/00971/HH | **The Parish Council supports this application***

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20.2021/2022 Village Items

- a) *Councillors discussed a parking complaint on Twinstead Village Green. After taking into consideration all information available the Parish Council unanimously agreed to take no further action.*
- b) *Councillors discussed a complaint regarding the upkeep of the pond on Twinstead Village Green. Investigation and discussion concluded that the pond is neither an amenity nor ornamental but is in fact drainage and natural habitat for local wildlife, therefore the Parish Council unanimously agreed that no further action was required.*

21.2021/2022 Policies & Prodedures

- a) *Cllr L Wotton gave a verbal report explaining that the current communication and engagement policy covers information on emails and conduct and therefore a separate email policy was not required – all were in agreement to review this document as required.*
- b) *Cllr T Humphreys and Cllr Alan Scattergood volunteered to produce updated standing orders ready to present at the next parish council meeting. Clerk to email current policies and model policies to both.*
- c) *It is noted that the Parish Council have reviewed and agreed to comply with the Equality & Diversity Act regulations 2011 from the Equality Act 2010.*

22.2021/2022 Parish Council Finance

- a) *Finance report noted and agreed.*
- b) *Certificate of Exemption – AGAR 2020/21 approved (clerk to organise signing)*
- c) *Annual Governance Statement (Section 1) approved (clerk to organise signing)*
- d) *Annual Accounting Statement (Section 2) approved (clerk to organise signing)*
- e) *Period for the exercise of public rights agreed as Monday 14 June – Friday 23 July 2021*
- f) *Annual Internal Audit Report 2020/21 noted*
- g) *Internet Banking – Clerk to work with Cllr A Lyster to finalise*

23.2021/2022 Items for next agenda

- *Confirm councillors individual duties*
- *Trees on Twinstead Village Green requiring attention*
- *Damage to Middleton Roads*
- *National Grid*
- *Agree Annual Parish Meeting date between 01/03/22 and 01/06/22*
- *Assessment of the value and debate on BALC membership*

24.2021/2022 Meeting Dates

*26th July 2021
13th September 2021
8th November 2021*

Meeting closed 20:50