

# The Hennys, Middleton & Twinstead Parish Council

Chairman: Cllr David Holland  
Clerk: Shelley Boydell Email: [hmtpcouncil@gmail.com](mailto:hmtpcouncil@gmail.com)

Dear Councillor,

You are summoned to attend the  
**Parish Council Meeting** to take place on **1<sup>st</sup> May 2025**  
**at 7.30pm at The Henny Parish Room**

The meeting is open to members of the public and press

Shelley Boydell, Parish Clerk

*S D Boydell*

24<sup>th</sup> April 2025

## **AGENDA – ANNUAL GENERAL MEETING**

- ITEM1 01MAY2025 **Apologies for absence (approx. 2mins)**  
*To receive apologies and resolve acceptance for absence*
- ITEM2 01MAY2025 **To elect a Chairman for 2025/26**
- ITEM3 01MAY2025 **To elect a Vice-Chairman for 2025/26**
- ITEM4 01MAY2025 **Complete Acceptance of Office forms and hand in Register of Interest forms**  
*To complete relevant forms*

## **AGENDA - PARISH COUNCIL MEETING**

### **AGENDA**

- ITEM5 01MAY2025 **Apologies for absence (approx. 2mins)**  
*To receive apologies and resolve acceptance for absence.*
- ITEM6 01MAY2025 **Declarations of Interest on agenda items below (approx. 2 mins)**  
*To receive declarations of any pecuniary interests or non-pecuniary interests or interests relating to items on the agenda.*
- ITEM7 01MAY2025 **Approval of Minutes (approx. 5 mins)**  
*To consider minutes from the last Parish Council meeting and any recent planning meetings.*
- ITEM8 01MAY2025 **Public Speaking (approx. 15 mins)**  
*Opportunity for the public to raise issues or ask questions of Councillors (subject to a time limit of 3 minutes per person and a total of 15 minutes)*
- ITEM9 01MAY2025 **District/County Councillors Report (approx. 5 mins each)**
- ITEM10 01MAY2025 **Clerk's Report (approx. 5 mins)**  
*Please see separate Clerk's report (circulated for review prior to meeting)*

# The Hennys, Middleton & Twinstead Parish Council

Chairman: Cllr David Holland

Clerk: Shelley Boydell Email: [hmtpcouncil@gmail.com](mailto:hmtpcouncil@gmail.com)

## ITEM11 01MAY2025 Planning – including any Current Planning Applications requiring a response

- a) *National Grid Update*
- b) **Notice of intent to remove a hedgerow - Removal of hedgerow along Old Road**  
*Telephone Exchange Site The Green Twinstead Essex  
Ref. No: 24/01025/HDG*
- c) **Variation of Condition 2 (Approved Plans) of approved application 24/00988/VAR granted 29.08.2024 for: Variation of Condition 2 (Approved Plans) of approved application 23/01488/VAR granted 22/09/2023 for: Variation of Condition 2 (Approved Plans) & Condition 3 (Surface Water Drainage) of approved application 22/01147/FUL granted 25.10.2022 for: A new 400/132 kilovolt (kV) Grid Supply Point (GSP) substation including two supergrid transformers, associated buildings, equipment and switchgear, a single circuit cable sealing end compound, a new permanent vehicular access to the public highway, associated landscaping (including boundary fencing, an area for Biodiversity Net Gain, and landscape mounding) and drainage. Variation would allow for: Amending the height of the control building**  
*Land Adjacent Butlers Wood And Waldergrave Wood West Of A131 Sudbury Road Twinstead Essex  
Ref. No: 25/00577/VAR*
- d) **Change of use of land to residential garden. Conversion of garage to habitable accommodation and incorporated into existing annexe. Proposed garage/workshop/storage building. Proposed single storey pool pavilion, construction of enclosed tennis court and associated landscaping.**  
*Rose House Pebmarsh Road Twinstead Essex CO10 7NB  
Ref. No: 25/00823/FUL*

## ITEM12 01MAY2025 Highways Issues

## ITEM13 01MAY2025 Village Items (approx. 10 mins)

- a) *Update on speed restriction application on Henny Road*

# The Hennys, Middleton & Twinstead Parish Council

Chairman: Cllr David Holland

Clerk: Shelley Boydell Email: [hmtpcouncil@gmail.com](mailto:hmtpcouncil@gmail.com)

b)

## ITEM14 01MAY2025 Parish Council Finance (approx. 10 mins)

a) See payments below

### The following payments have been met prior to meeting:

10/03/25	Tesco Mobile	Phone Contract	DD		£10.48
11/03/25	M J Baker Accountancy	Payroll Monthly Fee	DD		£10.80
11/03/25	M J Baker Accountancy	Payroll Monthly Fee	DD		£10.80
11/03/25	M J Baker Accountancy	Payroll Monthly Fee	DD		£10.80
18/03/25	Lloyds Bank	Service Charges	DD		£4.25
28/03/25	S Boydell	Salary March 2025			£682.59
28/03/25	Henny Parish Room	Litter Pick 2025			£150.00
28/03/25	S Boydell	Clerk Expenses January & February 2025			£25.85
28/03/25	Henny Parish Room	Meeting Room			£60.00

- b) To approve and sign Certificate of Exemption – AGAR 2024/25
- c) To consider, approve and sign Annual Governance Statement (Section 1)
- d) To consider, approve and sign Annual Accounting Statement (Section 2)
- e) To agree confirmation of the dates of the period for the exercise of public rights
- f) To note Annual Internal Audit Report 2023/24
- g) To confirm internal auditor for 2024/25
- h) To consider new insurance policy for the coming year

## ITEM15 01MAY2025 Items for next agenda (approx. 2 mins)

## ITEM16 01MAY2025 Meeting dates (approx. 5 mins)

11<sup>th</sup> or 18<sup>th</sup> July 2024 Parish Council meeting TBC