

The Hennys', Middleton & Twinstead Parish Council

Clerk: Shelley Boydell. 15 The Paddocks, Bures CO8 5DF

Tel: 07801 492312 Email: hmtpcouncil@gmail.com

Dear Councillor

You are summoned to attend the next meeting of the Parish Council to take place on Monday 13th January at 7.30pm at Twinstead Village Hall. The meeting is open to members of the public and press.

Shelley Boydell, Parish Clerk

AGENDA

- ITEM 1 Apologies for absence**
To receive apologies and resolve acceptance for absence
- ITEM 2 Declarations of Interest on agenda items below**
To receive any disclosable pecuniary interests or non-pecuniary interests or interests relating to items on the agenda.
- ITEM 3 Approval of Minutes**
To approve minutes from the November meeting and December planning meeting
- ITEM 4 Community Engagement**
Presentation by Sophie Winter, Community Engagement Manager Gigaclear (East)
- ITEM 5 Public Speaking - subject to a time limit of 3 minutes per person and a total of 15 minutes**
- ITEM 6 District/County Councillors Report**

ITEM 7 Clerks Report

Minute No.	Subject	Update
49	Standing Orders	Clerk will update and upload on to new website once live.
50	HGV Lorries on Pebmarsh Rd, Twinstead	Clerk Submitted Document to Highways
50	Highways	Clerk wrote to Highways regarding road closure signs
50	Signage	Clerk wrote to Highways regarding village signs
53	Footpath Issues	Clerk arranged for poster to be put up on village notice boards asking footpath users to report any issues to the parish council or their local councillor.
Planning Meeting	Planning	Clerk submitted comments by PC regarding planning discussed at planning meeting 9 th December 2019.
54	Communications	Overview email sent to PC after working group meeting, including updates and decisions made in relation to website, hosting and emails. PC to confirm agreement on Facebook Page. Next Communications meeting date to be confirmed (late Jan). AGM and Annual Parish Meeting discussed with possible dates to be confirmed. Details of each meeting will be further discussed at next working group meeting.

- ITEM 8 Correspondence**
Dedham Vale Area of Outstanding Natural Beauty and Stour Valley Project
Other correspondence received.

- ITEM 9 Highways/PROW maintenance**
HGV vehicles on Pebmarsh Rd, Twinstead – update by Cllr Holland
Highways, including any updates on signage in villages – update by Cllr Holland

ITEM 10**Current Planning Applications****10.1 Barn 1 Twinstead Hall Barns Church Road Twinstead (19/02112/FUL)**

Erection of cartlodge outbuilding to be used solely as ancillary accommodation in connection with Barn 1.

Comment Deadline: 2nd January 2020 (PC have requested this to be postponed until after 13th January 2020)

10.4 Middleton Hall Farm Middleton Road Middleton (19/02231/AGR)

Application for prior notification for an agricultural building - Erection of grain store

BDC extended deadline for comments until 13th January 2020

Recent Planning Applications**10.3 Waltham Henny Street Great Henny (19/02040/FUL)**

9/12/19 - PC submitted comment - cannot support this application for the same reasons as those expressed by the planning inspector at the last appeal for this site.

10.4 Shepherd's Rectory Road Middleton (19/02070/HH)

9/12/19 - PC submitted comment - unanimously supports this application.

ITEM 11**Standing Orders - Cllr Lyster / The Clerk**

11.1 Council to consider devolving power to the Clerk to respond to planning applications between council meetings, using the LGA 1972 sec 101.

11.2 Discuss protocol regarding marketing emails & marketing post

ITEM 12**Parish Upkeep**

12.1 Footpaths in each village

12.2 Litter picking in each village

12.3 Twinstead Water Pump

12.4 Noticeboards in each village

ITEM 13**Industrial Impacts on our Parishes – possibly arrange a separate meeting for this item****ITEM 14****Emergency Plan****ITEM 15****Councillor Roles & Responsibilities****ITEM 16****Parish Council Finance****16.1 Payments made since last meeting**

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

16.2 Cheques to be signed

13/01/20	CHQ???	£572 APPROX	Clerk's Salary January 2020 (waiting for exact amt)
13/01/20	CHQ698	£20.36	Clerk's Expenses November 2019
13/01/20	CHQ699	£10.53	Clerk's Expenses December 2019

16.3 Annual Budget / Precept – Clerk and Cllr Humphreys Update

16.4 Financial Regulations – Clerk will be updating these with Cllr Humphreys

16.5 Laptop deterioration – suggestion of monthly contribution to clerk and use of Google Drive for documents

16.6 PC to agree and sign Clerk's updated contract

ITEM 17**Items for next agenda****ITEM 18****Date for next meeting to be decided**