

# The Hennys', Middleton and Twinstead Parish Council

Minutes of the meeting held on Monday 4<sup>th</sup> November 2019 at Henny Parish Room

**Present:**

**Parish Cllrs:** A. Lyster (vice chairman acting chairman), T. Humphreys, D. Holland,  
A. Scattergood, A. Burns & M Cracknell.

**District Cllr:** Not in attendance

**Clerk:** S Boydell

**44. 2019/20 Apologies for absence**

*Cllr's J. Symonds, A. Smart, L. Wotton*

**45. 2019/20 Public speaking**

*Concerns with HGV usage – discussed in Minute 50*

**46. 2019/20 Declarations of interest on agenda items**

*Cllr Burns – Lodge Farm, Little Henny*

*Cllr A. Scattergood – relationship to District Cllr W. Scattergood*

**47. 2019/20 Approval of Minutes**

*All in agreement*

**48. 2019/20 District/County Councillors Report**

*None*

**49. 2019/20 Clerks Report**

*Standing orders will be revised in coming months by clerk and Cllr. Lyster.*

*Communication Strategy Group will report back at next Parish Council Meeting.*

*Clerk to undertake various training in new year as part of climatisation.*

**50. 2019/20 Highways/PROW Maintenance**

*HGV lorries on Pebmarsh Rd, Twinstead.*

*Cllr Holland explained the fact finding by himself & Cllr Humphreys regarding planning and usage for King Park (Effectual Storage) and confirmed planning is correct for current usage.*

*Cllr Holland proposes PC push ECC Highways for a restriction of usage of Pebmarsh Road, Twinstead including a restriction on the size of vehicles and signage reflecting this. This will protect the area, including local businesses and residents. PC unanimously agreed.*

*It was suggested parishioners present to write to their County Councillor Cllr David Finch as well as to Essex County Highways. Cllr Holland to compile a document conveying PC's views for the clerk to present to Highways.*

*Highways*

*Road closure signs in both Twinstead and Henny do not show correct dates (work starts later than publicised or carries on past date publicised). PC will request accurate information including dates and details of specific roads that are due to be closed.*

*Signage*

*Village signs are in a poor state. PC will write to request replacement signs for sign entering Little Henny at Bulmer, Henny sign and Middleton sign.*

**51. 2019/20 Planning**

*Update from planning committee factfinding by Cllr.Holland  
Woodland House, Middleton (19/01151/HH) – granted by BDC 14/08/19  
Larks Hill Cottage, Twinstead (19/01238/HH and 19/01239/LBC) – Refused by BDC  
Dove House Farm, Gt Henny (19/01254/FUL) – Refused by BDC 09/09/19  
Hill Farm Bungalow, Lorkin's Lane, Twinstead (19/012298/COUPA) – mistake in name by BDC as should be Hill Farm Barn, now changed and permitted developments have been confirmed.  
Lodge Farm, Little Henny (19/00501/FUL) – PC recommended applicant considered environmental implications in application. Environmental issues were not resolved therefore PC put in a strong objection to this planning application but would be revised if environmental issues were resolved.  
Little Acre Middleton (19/00921/FUL) – Proposal has been revised so PC needs to re visit*

**52. 2019/20 Standing Orders**

*Cllr Lyster and the Clerk are to undertake a thorough overhaul of the current Standing Orders. PC notes that standing orders should be applied to all sub committees.*

**53. 2019/20 Parish Footpaths**

*PC Proposes a review of public footpaths in Parish and calls on footpath users to report any issues.*

**54. 2019/20 Communication Strategy**

*Communications and Engagements working group has informally met regarding the communication strategies for the Parish Council including social media and a Facebook page. Clerk has undertaken training and Cllr Wotton has started a draft policy which the whole group will finalise and present to PC in January after meeting again in December. Due to the current website provider ceasing to exist in the new year the group will look at alternative website and email providers, which will involve an initial and ongoing cost to the Parish.*

**55. 2019/20 Parish Council Finance**

*Cheques signed:*

<i>23/10/19</i>	<i>CHQ680</i>	<i>£78.00</i>	<i>EALC Clerk's Induction Training</i>
<i>23/10/19</i>	<i>CHQ681</i>	<i>£259.85</i>	<i>Clerk's Wages October 2019</i>
<i>23/10/19</i>	<i>CHQ682</i>	<i>£108.00</i>	<i>EALC Facebook Page Training</i>
<i>01/11/19</i>	<i>CHQ683</i>	<i>£75.24</i>	<i>Clerk's Expenses 29/07/19 – 31/10/19</i>
<i>01/11/19</i>	<i>CHQ684</i>	<i>£1187.64</i>	<i>Greenbarnes Ltd 2 x noticeboard (grant paid for one)</i>
<i>01/11/19</i>	<i>CHQ685</i>	<i>£259.85</i>	<i>Clerk's Wages November 2019</i>
<i>01/11/19</i>	<i>CHQ686</i>	<i>£135.61</i>	<i>Clerk's Overtime September 2019</i>
<i>01/11/19</i>	<i>CHQ687</i>	<i>£293.25</i>	<i>Clerk's Overtime October 2019</i>

*RFO role transferred to clerk.*

*PC agreed to increase Clerk's hours from 5 to 12.5 per week from 1<sup>st</sup> November 2019 (as wages already submitted to HMRC extra hours for November will be included in December 2019's wages)*

**56. 2019/20 Items for the next agenda**

- Emergency Plan*
- Update Roles & Responsibilities*
- Noticeboards*

**57. 2019/20 Date for the next meeting to be decided**

*Monday 13<sup>th</sup> January 2020, 7.30pm at Twinstead Village Hall*

**Meeting closed at 21:30**