

Twycross Parish Council Meeting: 3rd April 2014

Meeting Minutes

Minutes of the meeting held on 3rd April 2014 at St Edith's Church, Orton on the Hill, commencing at 19:30.

Present

A Rock, C Lowe, S Hewitt, M Gallagher, S Moy, R Vero.

C Bailey introduced to the Parish Council as the new Twycross Parish Clerk.

116/014: Apologies

County Councillor Ivan Ould, D Walker.

117/014: Declaration of Interest

None declared initially.

118/014: Minutes of Last Meeting

Proposed as a true record by M Gallagher, seconded by C Lowe. Signed by the Chairman, A Rock.

Issues raised from previous meeting:

Twycross

Parking issues - persist around properties in Burton Road near to Twycross Village Hall.

Action: Parish Clerk – write a letter reminding residents to park in designated spaces and not in the Village Hall Car Park. Email letters to S Hewitt who will post them.

OMG Unpaid Invoice – Councillors are unaware of any request for the extra work carried out by OMG.

Action: Parish Clerk to email OMG to request details of who gave authorisation for the extra work and to advise that the Parish Council is unable to pay an invoice unless it has been agreed in advance at a Parish Council. The response from OMG will be discussed at the next meeting.

Bus Stop Graffiti – HBBC have agreed to remove the graffiti. An attempt was made on Monday 31st March to remove it, however it could not be removed at that time due to the nature of the paint used. HBBC will reattempt when they have the correct equipment.

Bench & Notice Boards – The bench is now in place and the notice boards will be erected towards the end of April 2014. Note: the bench has been pre-treated with preservative and does not require additional lacquer.

Orton on the Hill

Bench & Notice Boards – the existing bench is too expensive to repair due to its construction. It is cheaper to replace with a bench similar to the one in Twycross (£350 including fitting and removal of existing bench). The bench replacement can be carried out when the new notice board is erected. M Gallagher proposed expenditure and seconded by S Moy.

Norton Juxta Twycross

Damaged Curb – this has been repaired.

119/014: Reports

County Council (Ivan Ould): None Provided
HBBC (Kevin Morrell): None Provided
Police Report: See Attachment

Query raised as to whether all incidents of crime (including agricultural) are recorded for the villages.

Action: Parish Clerk to email Police with regards to the query.

120/014: Correspondence

See attached.

121/014: Planning Applications

Dated	From	Reference	Subject	Action	Owner
24/03/2014	HBBC	14/00272/FUL	Safety Netting – Twycross Cricket Club	No objections from TPC.	File

S Hewitt & C Lowe declared an interest at this stage and left the meeting. They returned to the meeting after the planning applications were concluded.

Dated	From	Reference	Subject	Action	Owner
19/03/2014	HBBC	14/00060/FUL	3 Bed Detached Dwelling, Twycross	TPC will object to the application due to parking issues & congestion around the proposed dwelling.	A Rock

122/014: Financial Information

Balances as at	31/03/2014
Community Account	£4,205.81
BMM Account	£7,021.15
106 Account	£2,550.02
Total	£13,776.98

The chequebooks are with the auditors at present for the end of year accounts review.

123/014: Local Issues

Twycross

OMG Grass Cutting Quotation: Actions: C Lowe/D Walker to meet with OMG to discuss the work TPC expects to be included within the quotation. Following on from this meeting, the Parish Clerk will write to/email OMG to confirm the agreed terms, and await an invoice for payment. TPC agreed to the quotation cost, C Lowe Proposed, seconded by S Hewitt.

Sheepy Gazette Article: Action: C Lowe write an article for the Sheepy Gazette regarding the new benches and notice boards in the three villages.

Tree preservation order: Query raised as to whether there is a preservation order on the trees in Orton Lane, Twycross. The general view of the Parish Council is it is believed there is a management plan in place but no preservation order. Action: C Lowe to ask D Walker to look into this.

Orton on the Hill

6, The Green: Building materials and other waste have not been removed from the Parish Council land outside the resident's property. Complaints have been raised but as yet these have not been resolved. A letter was sent to the owners on 27th February and it was believed that Enforcement Officers have visited the property although M Gallagher has stated the Enforcement Office do not have records of the visits. Action: M Gallagher will have a face-to-face conversation with the resident and advise of the outcome at the next meeting. In a previous letter from the residents they commented that the correspondence from the Parish Council appeared unprofessional. Action: TPC to consider creating a logo for the Parish Council.

Norton Juxta Twycross

B4116 traffic issues: Two complaints have been received regarding on-going issue relating to vehicles leaving the road and damaging farm boundaries/hedges. This has previously resulted in animals escaping from the field.

Parish Clerk

Mobile phone: Due to the Parish Clerk being 'Ex Directory', TPC have agreed to fund a low cost 'Pay as you Go' mobile phone that will cost approximately £23 (to include £20 credit). Proposed by M Gallagher, seconded by C Lowe. Action: Parish Clerk to purchase a suitable phone.

Transporting the filing cabinet: Action: R Vero and Parish Clerk to liaise with Tom Graham to transport the filing cabinet to the Parish Clerk's address.

Additional filing cabinets: Actions: M Gallagher to arrange with Tom Graham to remove and sort through the information contained within the additional filing cabinets, C Lowe will assist. Parish Clerk to check which information we can legally store electronically and be destroyed, and which information needs to be kept in hard copy form.

Stationery purchases: The Parish Clerk needs to purchase stationery for Parish Council business use. This will include stamps, paper, envelopes, printing consumables, etc. The Parish Council accepted this. Action: Parish Clerk to purchase items as required.

Contacts list: Action: Parish Clerk to create a contacts list for the Parish Councillors and distribute to all.

Meeting location bookings: Action: Parish Clerk to confirm all bookings for the remainder of the year.

Complaints procedure: The Parish Clerk enquired as to whether TPC has a Complaints Procedure. The Councillors do not believe one exists. The Parish Clerk will look to create one when training on the subject has been undertaken.

124/014: Public

No issues raised.

Meeting closed: 21:25

Chair's Signature: _____

Date: _____