

TWIGWORTH PARISH COUNCIL
Approved minutes
OF MEETING HELD AT 7.00PM ON 6th November 2025
IN THE DOWN HATHERLEY VILLAGE HALL
<https://twigworthparishcouncil.wordpress.com>

1.	Welcome by Chair of Council
2.	Council noted that following the resignation of Elaine Watson, and the due process being followed, a co-option vacancy now exists and Mr Richard Harris has applied and confirmed that he meets the criteria. Council agreed to co-opt Mr R Harris
3.	Council election of Cllr R Harris as Vice-Chair of Council following resignation of Cllr Redfern from the post
4.	Attendance recorded as Parish Councillors, John Redfern Mike Davies & George Sharpley, Graham Bocking, Rick Harris, Borough Councillor Hands, County Councillor Hands, & 8 Members of the public
5.	Apologies received accepted from Parish Councillors -none Apologies approved where appropriate (LGA 1972 s85 relates to apologies approved) Other Apologies received noted -none Borough Councillor Rojina Pardhan Rai did not attend
6.	Chair of Council explained order of agenda will be changed
7.	Council noted report from County Councillor Hands/Borough Councillor Hands <ul style="list-style-type: none"> • Grass verge on A38 and grass cutting process going forward • Path width policy and cutting back of hedgerow showing cracks and trip hazards and implications for budgets • Grass roots fund /grants • Road closures • Supportive of group for a base • TRO updates through Down Hatherley • Email from Cllr Sharpley STWA submission on brook Lane drainage was raised with Cllr Hands • Cllr Harris raised an issue as stated by National Grid regarding local capacity
8.	Council invited Declaration of Interest for matters on the agenda - none
9.	Council (under closed session) considered if it wishes to investigate the use of the sales office at twigworth green. <ul style="list-style-type: none"> • Costs implications • Staffing implications • Ownership of land • Lifespan of building • Planning permissions Proposal & seconded that the PC is not in a position to take this on at the moment, but there are other possible interested parties that may make approaches. - Agreed
10.	Council approved financial reports as attached Council approved national pay scale increase in line with contract of employment Council discussed a legal/financial matter under closed session -Website issues Council agreed Clerk has undertaken due diligence Clerk to email to try to mitigate- Council agreed to pay via Councillor Sharpley by Tuesday 11th November

	Image removed by Cllr Redfern
11.	Council considered advice from Monitoring Office regarding acting on behalf of the Council 14/7/25 (under closed session as Code of Conduct issues) <ul style="list-style-type: none"> • Council agreed a process where an individual Councillor can attend meetings but not determine or make decisions on behalf of Council.
12.	Members of the public were invited back in and feedback from item 9 was given
13.	Members of the Public were invited to speak to the Council and then members of the public were invited to observe the remainder of the meeting <ul style="list-style-type: none"> • Gutters not being cleared by developers. Recommended to use “fixmystreet” portal Public session closed at 20.17
14.	Council agreed appointment of defibrillator Lead Councillor following resignation of Cllr Redfern from the role- discussion on registering on Circuit and providing monthly feedback – Cllr Mike Davies agreed to take on the role. Cllr Redfern has prepared a handover sheet. Cllr Davies will email Cllr Redfern.
15.	Council agreed appointment of Remembrance Day lead Councillor following resignation of Cllr Redfern from the role- Cllr Sharpley agreed
16.	Minutes of previous meeting held on 3rd July 2025 agreed Clarification added that ASB policy relates to whole of the parish- item 10 of draft minutes. Council noted that once a policy is agreed it is not a draft policy and should be published as agreed in the minutes. Council noted at AGM in May 2026 all policies were agreed to remain as previously agreed
17.	Council approved budget/precept for 2026/27 in sum of £36k
18.	Council approved Iain Selkirk as independent internal auditor for 25/26
19.	Council noted email/correspondence received by Clerk & approved actions taken - Council approved: Litter/dual waste bin at new bus shelter on A38 using s106 monies Council approved the use of website for publicising Community /Charity organisations subject it improves the lives of the residents of Twigworth Email from Jean Smith asking to use notice board – suggestion using website, noticeboards and newsletters via Cllr Redfern.
20.	Council discussed updates on other issues <ul style="list-style-type: none"> • Email regarding sharing facilities with IHCAg – discussed in public session • Bus shelter at Twigworth Green installed • Twigworth Green development cross border with Down Hatherley update noted
21.	Council considered any outstanding planning matters <ul style="list-style-type: none"> • Sandhurst Lane – no application received • Twigworth Court discussions noted • Council discussed drainage/sewage issue
22.	Council received reports from Councillors and to take as read where distributed prior to the meeting
23.	Council noted the year 2 of 4 year plan targets
24.	Date of next meeting confirmed as Thursday 8th January 2026
25.	Close of meeting 20.47

