

**TWIGWORTH PARISH COUNCIL
APPROVED MINUTES
ANNUAL MEETING OF THE COUNCIL
HELD AT 7.00PM ON 7th May 2026
IN THE DOWN HATHERLEY VILLAGE HALL**

<https://twigworthparishcouncil.wordpress.com>

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| 1. | <p>Welcome and introductions – by the present Chairman Thanks to all Parish Councillors and specifically Councillor Redfern on works being done at Twigworth Green & Councillor Harris was also thanked in his absence Councillor Sharpley spoke on the sewage/drainage issues</p> |
| 2. | <p>Election of Cllr Sharpley as Chairman was proposed and seconded and agreed , followed by thanks whilst the signing of acceptance of office papers took place</p> |
| 3. | <p>Election of Cllr Harris as Vice-Chairman in his absence, followed by signing of acceptance of office papers in due course</p> |
| 4. | <p>Attendance recorded as Parish Councillors, George Sharpley, Graham Bocking, John Redfern, Mike Davies and 0 members of the public, Borough and County Councillors did not attend</p> |
| 5. | <p>Apologies for absence received accepted and recorded from Cllr R Harris</p> |
| 6. | <p>Declaration of Interest for matters on the agenda were received from Cllr Bocking on item 12 and took no part in decision making process</p> |
| 7. | <p>Minutes of the previous Parish Council Meeting held on 5th March were approved- A question was raised on the content of the report from Cllr Hands at the last meeting. Clerk to ask for a reprise of the comments made at the last meeting and to request a reply to the emails sent from the Chairman Updates on drainage/sewage matters were discussed including lack of replies to requests for information.</p> |
| 8. | <p>Council agreed delegation to Clerk of authority to make submission of comments on planning matters where no meeting of the Council can be held</p> |
| 9. | <p>Council approved financial reports</p> |
| 10. | <p>Council agreed no changes are required to the asset register</p> |
| 11. | <p>Council approved AGAR reports and delegated to Chair of meeting to sign and noted that the independent audit has been completed with no matters to be brought to the attention of the Council</p> |

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| 12. | <p>Council moved to closed confidential session to discuss legal and code of conduct matters relating to a complaint received The Clerk was delegated to seek further advice The matter remains confidential until advice confirms</p> <p>otherwise Confidential session closed and meeting re-opened</p> |
| 13. | <p>Council agreed no alterations to standing orders & financial regulations</p> |
| 14. | <p>Council agreed no alterations to the adopted policies of the Council Complaints, Freedom of Information, Data protection, Code of conduct, planning, environmental, risk management, biodiversity, communication, training and development, social media, disciplinary, grievance and privacy policies as displayed on the website Council to approve updated policies relating to Assertion 10 at next meeting</p> |
| 15. | <p>Council agreed representation on outside organisations and lead responsibilities and that all decisions are only to be made by the Parish Council at its legally convened meetings</p> <ul style="list-style-type: none"> • Cllr Sharpley– flood warden and cluster of PC flood committees • Cllr Harris -TBC Garden Communities • Cllr Harris -GRCC • Cllr Harris -GAPTC • Cllr Harris -Police and Crime Commissioner Group/Police Liaison • Cllr Bocking – Representation at Planning Committees when requested by PC and Flood Warden Group • Cllr Redfern – Website and newsletter • Cllr Redfern – Defibrillator • Cllr Sharpley – Flood groups |
| 16. | <p>Council confirmed it wishes to renew its subscription to GALC & PATA Payroll</p> |
| 17. | <p>Council agreed that its meeting schedule shall remain as 1st Thursday of May, July, September, November, January, March commencing at 7.00pm at Down Hatherley Village Hall unless other venues become available Note extra-ordinary meetings can be called by the Chair or 2 Councillors.</p> |
| 18. | <p>Close of meeting at 19.46pm followed at 8pm by the Parish assembly,</p> |