

TWIGWORTH PARISH COUNCIL

Agenda

OF MEETING TO BE HELD AT 7.00PM ON 2ND JULY 2026

IN THE DOWN HATHERLEY VILLAGE HALL

<https://twigworthparishcouncil.wordpress.com>

1.	Welcome by Chair of Council
2.	Attendance to be recorded as Parish Councillors John Redfern, Graham Bocking & Rick Harris, George Sharpley & Mike Davies Members of the public, and Borough Councillor & County Councillor Hands , Borough Councillor Rojina Pardhan Rai
3.	Apologies received from Parish Councillors to be recorded Apologies from Parish Councillors to be APPROVED where a dispensation request has been made prior to the meeting and The Council agree the reasons for the dispensation request are appropriate to LGA 1972 s85
4.	Council to invite reports from Borough Councillors
5.	Council to invite report from County Councillor Hands
6.	Minutes of previous meeting held on 26 th May 2026 to be agreed for accuracy
7.	Council to invite Declaration of Interest for matters on the agenda
8.	Members of the Public to be invited to speak to the Council and then are invited to observe the remainder of the meeting Public session to be closed
9.	Council to agree financial reports as attached Council to confirm renewal of insurance on 3 year plan (with a discount) in sum of £225.09
10.	Council to receive update from Clerk on waste bins in bus shelter on A38 funded by S106 and TG bus shelter
11.	Council to receive update from Cllr Harris regarding the PC install a noticeboard by the playing field at Fallow Fields (Specifically cost and logistics would fall to the Pc)
12.	Cllr Harris (delegated authority to Cllr Harris) to provide update from First Point to replace small capacity waste bins by fallow fields play area with more suitable containers to achieve parity with TG. Specifically cost and logistics would fall to the Pc
13.	Council to consider village gates plans and to agree actions and funding
14.	Council to note email/correspondence received by Clerk & approve actions taken – <ul style="list-style-type: none">• New bus shelter on A38 opposite Norton Garden Centre

15.	Council to note that redacted Register of Interests have been received for the website from TBC
16.	Council to consider damage to brick bus shelter outside Orchard Park and to agree Actions
17.	Council to agree that one of the following Councillors may attend TBC planning committee meetings and speak on behalf of the PC Councillor Harris, Bocking, Sharpley, Davies or Redfern
18.	Council to agree to remove delegated authority for Clerk to agree comments on planning applications where no meeting has taken place
19.	Council to agree delegation to Cllr Harris to consult with PROW team on preserving hedgerows in the village
20.	Council to note outcome of planning application 24/00695/FUL -part parcel 2691 Tewkesbury Road, TPC submitted comments in May 2025 under the Clerk's delegated authority and confirmed to Councillors in August 2025 and subsequent correspondence regarding the sewage infrastructure in the village and the relationship to Chestnut Tree Farm (24/00457/FUL) clause 12 appeal outcome
21.	Council to consider updates on the Brook Lane bollards and the posting of comments which had not been agreed by TPC. TPC was represented by Cllr Harris (delegated by the Pc and provided feedback at January 2026 meeting) to attend a site meeting (November 2025), where GCC suggested bollards on the specific bridle way and unadopted road. GCC then consulted with residents and DHPC who supported the actions, as the specific location is in DHPC and not in TPC
22.	Council to note at the previous meeting, the Council discussed application 25/00788/FUL twigworth Court, which it had previously been submitted on 27/10/25-
23.	Council to consider any outstanding planning matters and to agree comments to be submitted The application reference is provided to enable Councillors to prepare for the meeting and not for pre-determination of a decision. 26/00409ADV -skoda garage
24.	Council to note reports received from Councillors prior to meeting and to take as read
25.	Council to consider the use of a crest on Council emails/documents – Cllr Redfern
26.	Council to consider its communication strategies and delegated authorities given to individual Councillors – Cllr Sharpley
27.	Council to consider additional community seating (Cllr Redfern)
28.	Council to consider if it wishes to change its name to a Community Council – Cllr Redfern
29.	Date of next meeting confirmed as Thursday 3rd September 2026
30.	Close of meeting

**DRAFT MINUTES OF
EXTRA ORDINARY MEETING OF THE COUNCIL CALLED BY
THE CHAIR OF COUNCIL
HELD ON 26TH MAY 2026
AT 1PM
AT DOWN HATHERLEY VILLAGE HALL**

	<p>Following the election of Cllr Harris as Vice-Chairman in his absence, signing of acceptance of office papers took place prior to the meeting</p>
1.	<p>Attendance recorded as Parish Councillors George Sharpley, Rick Harris and John Redfern, and 2 members of the public,</p>
2.	<p>Apologies for absence received and recorded from Parish Councillor Cllr Bocking Cllr Davies did not attend Borough and County Councillors did not attend</p>
3.	<p>There were no Declaration of Interest for matters on the agenda</p>
4.	<p>Minutes of the previous Parish Council Meeting held on 7th May 2026 were approved</p>
5.	<p>Public session took place where members of the public were invited to address the Council. The public session then closed and members of the public were invited to remain to observe the remainder of the meeting</p> <ul style="list-style-type: none"> • Proposed planning application on item 6 – namely flood zones and sewage handling • Attendance at stakeholder meeting item 6 • Item 7 –Twigworth Court planning application amendment to outline plan noted <p>Close of public session at 13.12</p>
6.	<p>Council agreed they will not formally attend the stakeholder preview by A&K Gateshead on 29th May 2026 between 2-3pm at DHVH. Any Councillors who attend the subsequent public session will do so as members of the public. Councillors would be keen to know what the existing flood risk is and what they are going to do about that risk. Developers will be invited to attend the PC meeting on 2nd July 2026 -7pm</p>
7.	<p>Council agreed there is no comment to be submitted re the amendment to planning application re Twigworth Court -25/00788/FUL</p> <p>Council did not discuss 25/00199/CONDIS</p>

<p>8.</p>	<p>Council agreed they wish to submit comments to the Community Governance Review of Parish Arrangements</p> <p>PC would like to bring Phase 3 TG into TPC- all agreed Proposal to bring 160 Brook Lane development into TPC- Following detailed discussions the council took a vote and it was not carried by 1 for, 1 against and 1 abstention</p> <p>Council agreed to request an increase in councillors – All agreed</p>
<p>9.</p>	<p>Council agreed to move to closed confidential session to discuss legal and code of conduct matters relating to a complaint</p> <p>Report shared and following discussions the Council accepted the report and approved the Clerk’s recommendation</p> <p>Confidential session closed 13.54 and meeting re-opened</p>
<p>10.</p>	<p>The next meeting of the Council is scheduled for 2nd July 2026 at 7pm, at Down Hatherley Village Hall</p>
<p>11.</p>	<p>Close of meeting 13.55</p>

<u>payee</u>	<u>date</u>	<u>CHQ NO</u>	<u>AMOUNT</u>	<u>CURRENT A/C BALANCE</u>
opening current account				18522.77
balance				18522.77
precept	29/04/2026		18000.00	36522.77
cil	30/04/2026		4099.28	40622.05
b holder	28/04/2026	so	-158.61	40463.44
b holder	28/05/2026	so	-158.61	40304.83
bh salary	09/04/2026	752	-840.00	39464.83
bh salary	09/05/2026	754	-881.03	38583.80
I selkirk	04/06/2026	755	-175.00	38408.80
dvh	04/06/2026	756	-27.00	38381.80
hmrc april	04/06/2026	757	-384.30	37997.50
hmrc may	04/06/2026	758	-384.30	37613.20
bh salary	10/06/2026	759	-861.90	36751.30
pata	04/06/2026	760	-57.35	36693.95
GALC	04/06/2026	761	-485.84	36208.11
bh salary	26/06/2026	SO	-158.61	36049.50
b holder July	24/06/2026	762	-64.11	35985.39
hmrc june	24/06/2026	763	-384.30	35601.09

Reconciliations

BANK RECONCILIATION

01/04/2026	OPENING BANK BALANCE		<u>18522.77</u>
	EXPENDITURE FOR		
	PERIOD	-5020.96	
	INCOME FOR PERIOD	22099.28	
	NET EXPENDITURE		
as at above	BANK BALANCE AS ABOVE		<u>35601.09</u>
as at 31/5/26	BAL PER S/M		38583.80
	LESS U/P CHEQUES		
		755	-175.00
		756	-27.00
		757	-384.30
		758	-384.30
		759	-861.90
		760	-57.35
		761	-485.84
	SO		-158.61
		762	-64.11
		763	-384.30
			<u>-2982.71</u>
	<u>reconciled balance</u>		<u>35601.09</u>

expenses	APRIL/MAY	JUNE/July	July
Mileage	18.63		37.26
Allowance increase *			12.42
printing	13.60	21.90	5.63
post	8.80		8.80
	41.03	21.90	64.11

Council to approve increase in milage allowance to remain in line with HMRC tax free allowance

		30/06/2026		
		CASH		
PAYROLL		PATA	BOOK	DIFFERENCE
	NET	2917.83	2917.83	0.00
	ees ni	44.70		
	PAYE	740.40	1152.90	0.00
	epers ni	367.80		
	GROSS	<u>3702.93</u>	<u>4070.73</u>	<u>0.00</u>

fixed assets	prior to 2022/23 but confirmed at 2026 agm	2024	2025
Brick bus shelter		7000	7000
Notice Board in bus shelter		800	800
Notice Board in lay-bye		800	0
2 Dog bins by bus stop		800	800
Defibrillator			1600
Noticeboard at retail centre			1062
	total	<u>9400</u>	<u>10200</u>

2.00 bus shelters on A38 pending £14k

budget to date

	Total bank balance	<u>ACUTAL</u> <u>YEAR TO</u> <u>DATE</u>	<u>BALANCE</u> <u>AVAILABLE</u> <u>TO SPEND</u>
PRECEPT			
grants	<u>BUDGET</u>	18000	
CIL	36000	0	
WAYLEAVE		4099	
VAT to be reclaimed		0	
OTHER RECEIPTS		0	
GRANTS		0	
INCOME		0	
EMPLOYMENT COSTS		22099	
ADMIN	36000	0	17000
INSURANCE	17000	0	625
previous HMRC underpayment	625	0	400
WEBSITE & emails	400	0	0
SUBSCRIPTIONS		0	115
repairs and replacements	115	0	500
EQUIPMENT (CAPITAL)	500	0	500
VENUE HIRE	500	0	1200
AUDIT	1200	0	350
TRAINING	350	0	500
PAYROLL COSTS	500	0	200
COMMUNITY ENGAGEMENT	200	0	175
LCA	175	0	630
VAS	630		0
VILLAGE GATEWAYS	0		400
ENVIRONMENT POLICY	400		2500
NEWSLETTERS	2500		0
WASTE BINS	0		0
TRO FOR 20MPH	0		500
property	500		
Expenditure			
contingency/balance	10000	0	
expenditure	35595	22099	
	405	22099	25595
	36000		