

## Twyford Parish Council Minutes of the Annual Meeting of the Council

Meeting held at The Loddon Hall, Twyford, on Tuesday 18<sup>th</sup> May 2004, at 7.45 p.m.

Present: D Hymers (Chairman), Mr R Mantel, Mrs L Dane, Mrs J Robinson, Messrs M Stillman, T LeMare, K Hogg, N Crush, B Rogers, Dr M Garrard. Mr J Bowley from item 12.3.

In attendance: Mr J March (Clerk) and one member of the press

1. **Public questions** – None.
2. **Apologies**- Mrs G Wright.
3. **Election of Chairman** – Mr D Hymers was nominated by Mrs L Dane and seconded by Mr T Le Mare. There were no other nominations. Mr D Hymers elected 8 for and 1 against.
4. **Election of Vice-Chairman** – Mr R Mantel was proposed by Mr D Hymers and seconded by Mr B Rogers. There were no other nominations. Mr R Mantel elected by a unanimous vote.
5. **Appointment of Councillors to Committees.** No changes were proposed to the existing make up of committees as detailed on the attached sheet. Acceptance proposed by Mr D Hymers, seconded by Mr R Mantel and carried unanimously.
6. **Appointment of Councillor Representatives.** No changes were proposed to the existing representatives as detailed on the enclosed sheet except that the Council no longer have the right to nominate council representatives as school governors. Acceptance proposed Mr T Le Mare, seconded Mr K Hogg carried unanimously. The Clerk to write to WDC to find out how the Council will obtain regular feedback from schools now there will not be a governor representative. Dr M Garrard expressed a personal interest in becoming a Governor for Colleton School. The Clerk to arrange for a representative from WDC to contact him to discuss this.
7. **Declarations of interest in items on the agenda**- None
8. **Minutes of the meeting held on 20<sup>th</sup> April 2004**- proposed Mrs L Dane seconded Mr K Hogg - agreed unanimously.
9. **Matters Arising** –  
All action points arising from the last meeting have been dealt with. The required notice has elapsed and the casual vacancy caused by the resignation of Mrs B Herbertson can now be filled. Mr A Parkin-White and Miss P Lawrence have also resigned and the required notices have been posted. The notice period on these will elapse in the near future so there will be three casual vacancies to fill. The Clerk has been contacted by two residents who have expressed an interest. The Clerk to ask them to write in, giving information about themselves and why they want to be a councillor. The Clerk to post a vacancy notice on all notice boards.
10. **District Council Matters**- In Mr Conway's absence the following notes were read to the meeting by the Clerk. Audit of open spaces – this is being carried out by a consultant employed by WDC. A progress report is not available. The complete exercise is due to be finished in the autumn. CCTV – he has enquired and it will not be possible to divert funds from the village centre scheme to the proposed Council scheme. There is more interest in the village centre scheme and various options are being considered. He is arranging a meeting with Mr Paul Turrell of WDC to discuss both schemes and see if a contribution can be made to the Council scheme. He will chase up the repair to the playground in Wessex Gdns, as this still has not been completed.

**11. Liaison with Ruscombe Parish Council-** Mrs Dane reported they have had their Annual Meeting and re-elected officials until the election, which is due in June. There has been a graffiti attack on Stanlake Lane railway bridge, which has been painted over. They have received complaints from residents about speeding in New Rd and are campaigning for a reduction in the speed limit.

**12. Reports:**

**12.1 Planning and Amenities Committee 04.05.04** – Mrs Dane reported on the meeting including a letter from WDC regarding joint funding for street lighting, postal delivery problems and planning applications for 1 Station Rd and 6 Church St. The Committee **RECOMMENDED** to the Full Council to accept the quotes amounting to £538.27 plus VAT for the installation of a replacement column on the footpath from Ruscombe Rd to Orchard Estate. Carried unanimously. Mrs Dane outlined the background to the draft letter to the Chief constable explaining that the original proposal of a petition was dropped due to the practical difficulties of collecting signatures. The contents of the draft letter were discussed and some minor amendments agreed. The Clerk to prepare and submit to the Chairman for signature. Mrs Dane was asked if there is any progress on the proposal to name the footpath at the rear of Wessex Gardens. This will be put on the agenda of the next meeting for further discussion.

**12.2 Parish Lands Committee 05.05.04-**Mr Stillman reported on the meeting including the work being carried out by the Village Ranger, the vandalism to the bench at Jubilee Corner which means it will have to be replaced, the proposals for delivery of the tennis club temporary pavilion and repairs to the showers at Stanlake for the cricket club. The current position regarding CCTV was outlined. At this time the final costs for a scheme are not available so the **RECOMMENDATION** to the Council to install a CCTV scheme in the Loddon Hall area is withdrawn. Details about the proposals for a skate park were explained. It is proposed to circulate them to all members of the council. Malcolm Bryant of WDC has indicated he will be happy to attend a meeting to discuss the proposals. It was also suggested that the plans are made available at the next meet the public meeting. Both these items will be discussed at the next Parish Lands meeting. The Clerk to place them on the agenda.

**12.3 Finance and General Purposes Committee 11.05.04** – Mr Mantel reported on the meeting including the proposal to review insurance arrangements, the discussion on resolution 1/04 and the misunderstanding over the grant to Readibus. The committee **RECOMMEND** to the Council to make a Section 137 grant to W.E.B. Buckland of £100 towards the cost of her daughter attending a National Youth Choir event. Carried – for 9, against 2.

The position regarding allowances for councillors was explained to the meeting. The committee **RECOMMEND** to the Council to pay reasonable childcare and dependent carers allowances to reimburse costs incurred by councillors in performance of their duties. The following guidelines to apply. (1) The allowance to be claimed only by the person with direct caring responsibilities. (2) The carer engaged must not be a member of the claimants family i.e. spouse of partner, other children of the councillor or councillor's spouse or any member of the councillor's family living at the same address as the councillor. (3) Claims to be made within two months of the date of the event. Carried - for 10, against 1.

The committee **RECOMMEND** to the Council to reimburse councillors for reasonable travelling expenses necessarily incurred carrying out their duty as a councillor. The following guidelines to apply. (1) This only applies to

meetings within the parish boundary. Outside the boundary normal statutory allowances apply. (2) The payment of claims for meetings within the parish boundary will be on the basis of using the cheapest means of transport. (3) Claims to be made within two months of the date of the event. Carried – for 7, against 2, Abstentions 2.

The committee **RECOMMENDED** to the Council the payment of a section 127 grant of £550 to Twyford and District Play Association towards their operating costs. Agreed unanimously.

The request for additional funding from the Youth Service was explained to the meeting. The committee **RECOMMEND** to the Council not make any additional grant to the Youth Service. Agreed unanimously.

**12.4 TVCMI-** Nothing to report.

**12.5 Other Representatives reports** – Mr Hymers reported on a meeting of the Colleton Governors. It is proposed to erect an extension to bring the accommodation up to the standards required for existing numbers. The budget is still under negotiation. Mr Le Mare reported that the Loddon Hall AGM will be on 16<sup>th</sup> June and there is a working party on 5<sup>th</sup> June for persons interested in helping to run the hall.

**12.6 Clerk's report-** The internal audit has been completed without any issues being raised. The boot scraper at the back of the Youth Centre has been broken off. The ROSPA playground check has been completed – most points raised are minor repairs. Grass cutting has been carried out on several occasions.

**13.0 Councillors' Questions** – Mr Le Mare asked if work had been carried out on the flue to the boiler at Twycombe Lodge, as there appears to be fresh cement around it. The Clerk has not asked for any work to be carried out so he will check.

#### **14. Correspondence**

14.1 WDC meeting of the Council 29.04.04 - noted

14.2 WDC Meeting of the Executive 29.04.04 - noted

14.3 WDC Meeting of the Executive 29.04.04-supplementary agenda - noted

14.4 BBCTP Training session on Meetings – Messrs Bowley and Stillman expressed an interest in attending. To confirm to the Clerk.

14.5 Polehampton C of E Infant School - noted

14.6 WDC Minutes of Committee Meetings 25/3 to 14/4 - noted

14.7 WDC Traveller Conference 23.06.04 – noted.

14.8 Community Council for Berkshire – invitation to take up membership. Referred to Finance Committee. The Clerk to copy details to the committee chairman and vice-chairman.

14.9 Resignation of Mr A Parkin-White and Miss P Lawrence.

**15. Minutes of Annual Parish Meeting** – Approval proposed by Mr T Le Mare, seconded by Mrs J Robinson. Carried unanimously.

#### **16. Authorisation of payments**

As detailed on list – dated 17.05.04. Proposed Mr K Hogg, seconded Dr M Garrard. Approved unanimously

#### **17. Dates of meetings:**

Planning and Amenities Committee 07.06.04

Parish Lands Committee 09.06.04

Finance Committee 15.06.04

Meet the Public 19.06.04

Councillors to attend – Mrs J Robinson, Mr M Stillman and Dr M Garrard.

#### **18. Date of next meeting 22<sup>nd</sup> June 2004**

The meeting closed at 9.56. p.m.