

TWIN RIVERS PARISH COUNCIL

Minutes of the Ordinary meeting of the council held on Tuesday 18th July 2017 at the Adlingfleet Rectory at 7.30pm.

Councillors present were Cllr Royston, Cllr Dargan, Cllr S Woodcock, Cllr J Woodcock, Cllr Crossley, and Cllr S Hempel.

Ward Councillors C Fox and J Barrett.

9 members of the public.

Public Forum 7.30-7.45.Dealt with within the meeting.

1/1718 Apologies for absence None

2/1718 Minutes

The minutes of the last meeting held on 16 May 2017 had previously been circulated and the Chair signed these as a true and complete record at the meeting.

3/1718 Co-option of new parish councillors

Application from A Wallace Whitgift resident.Coopted onto the parish council with the relevant Declaration of Office and Localism Form signed.

4/1718 Declarations of Interest

Declaration of Interest – The parish councils (Model Code of Conduct Order 2011). To record any declarations of interest by any member in respect of items on this agenda). Members declaring interests should identify the agenda item and type of interest being declared. Non pecuniary interest declared by C Royston, S Woodcock and J Woodcock. Members of the Ousefleet Village Hall Committee.

5/1718 Financial Matters

The Chair is obtaining up to date bank statements and the forms to change the cheque signatories following resignations of office. Cheque signatories will be Cllr Royston, Cllr Crossley and Cllr Dargan. D Wall and D Fletcher will be taken off the mandate.

From the documents seen to date by the new clerk a VAT return has to be completed from the 1/10/2016 to claim the appropriate refund.

All outstanding invoices will have to be postponed until the new cheque signatories are in place.

Chair

Date

6/1718 Urgent Items for attention

6.1 Appointment date of the new Clerk. Carried forward to the next meeting.

6.2 Completion of the annual governance statement and signature of the annual return. A fine of £30 has been issued and an application to PKF auditor has resulted in a postponement until 7 August. An Internal audit needs to be carried out. The Clerk was asked to find someone to carry out the internal audit price upto £75 agreed.

Resolved Clerk will action promptly.

6.3 Membership of ERNLLCA.

Resolved to join the organisation after Ward Councillor Barrett praised the work of this organisation which provides legal support and lots of advice on parish council matters. The new parish councillors should be able to attend training courses and over views of current legislation.

6.4 Transparency Grant application. This has never been applied for and the clerk will action. It is required to create a new web site which will be user friendly and comply with the transparency rules using a company who have knowledge of parish councils. Two community pages will be available.

Resolved the Clerk will action promptly and training time can be included in the grant.

6.5 Ousefleet Village Hall.

A report was given of a recent meeting held at the hall with ERYC. Cllr Royston reported to the meeting from notes dated 5 July 2017. Cllr Royston, Cllr J Woodcock and Cllr Dargan had met with the ERYC officer Mr Reed and his colleague at the hall. The advice given was there must be a convincing plan and acceptable time frame produced re the halls re opening. The hall is unsafe fire exits, sewage, ramps and toilets need attention. The parish council are the leaseholders and Cllr Dargan has plans produced to enable the hall to reopen, work can be carried out on the kitchen at a later date once the hall is open. A planning application will be needed for the toilets. Contact has been made with Len Turner and also Plan man to organise the proposals and add to the work carried out to date. The start and end date of the project is requested by ERYC. The disabled ramp has to be made fit for purpose and a project manager appointed. The 5 areas of concern should enable the hall to re-open.

Resolved to appoint Cllr Dargan as the project manager. The grant monies have been spent on works carried out to date and on items for the inside of the hall which are in storage. Any item over £250 must have three quotes obtained. The recent parish consultation only received a 4% return and was disappointing.

Resolved to proceed with the plans as presented by Cllr Dargan who will contact Plan man again and report back to the next meeting. The Plan man has produced one invoice but will revise this when a further meeting is arranged. Cllr Royston will advise ERYC of the upto date position following tonight's meeting.

Ward Councillor Fox asked to speak with the chairs permission and said that she received many phone calls regarding the hall and its closure from residents. Older residents are very upset and it is hoped that all the hard work in the past and thoughts and actions can be used to

add to new plans and make the hall fit for purposes.

6.6 Outstanding actions from the last meeting on the 26 June 2017 will be dealt with in the coming weeks.

6.7 Dog Bin near Whitgift Church. Clerk will deal with this order.

6.8 Defibrillator Adlingfleet. Cllr Royston is dealing with updating this matter. The phone box needs to be purchased and a form has to be completed to claim for the defibrillator.

7/1718 Planning

No applications received.

8/1718 Correspondence

None

9/1718 Ward Councillor's reports

C Fox. The defibrillator is very important due to the location of Adlingfleet. Windfarm monies can be used to obtain grants going forward. It was very sad news that the hall was closed when it was being used by a variety of groups. A suggestion was made that the room should be named after Avril Ella in honour of her many years' service to the hall.

J Barrett advised Groundworks will help with further grants and a small feasibility study would be good for the hall to establish facts.

10/1718 Items for the next agenda

Clerk's contract and pay scale.

Report Grange Lane Conservative Area.

11/1718 Date and place of the next meeting

22 August 2017 venue to be decided.

Chair

Date

Signed

Mrs C Royston

Chair to the Council

Date

