

**Minutes of the TWIN RIVERS PARISH COUNCIL - Full Council - meeting
Tuesday 16th May 2017 at Swinefleet Village Hall - 8:00pm**

Present: Amanda Crossley (AC) Parish Councillor
Michael Dargan (MD) Parish Councillor
Debbie Fletcher (DF) Parish Councillor
David Pervin (DP) Parish Councillor
Christine Royston (CR) Parish Councillor (Chairman)
James Woodcock (JW) Parish Councillor
David Wall Clerk

Members of the public

Action

17/067	<u>To receive and approve apologies for absence</u> None.	
17/068	<u>To receive declarations of interest</u> JW and CR – both as members of the Ousefleet Village Hall Committee - non pecuniary in relation to matters concerning the Marshlands Community Centre	
17/069	<u>Public participation</u> A resident of Adlingfleet kindly offered to pin on the notice board any relevant items the Clerk was able to email to her. The Clerk was grateful and agreed to take up the offer.	
17/070	<u>To approve minutes of the previous meeting</u> The Minutes of the previous meeting held on 18 th April 2017 were approved (JW) and seconded (AC).	
17/071	<u>Matters arising (for information only)</u> All actions had been completed.	
17/072	<u>To receive reports form District Councillors</u> None.	
17/073 17/073.01 17/073.02	<u>Correspondence</u> Email dated 23/04/2017 from Mr Tony Henderson tendering his immediate resignation from the role of Parish Councillor (Ousefleet ward). DP expressed his concern over events leading up the resignation being played out publicly amongst councillors and felt should not have been done. The Chairman expressed appreciation for Mr Henderson’s work on behalf of the parish and asked that such appreciation be noted in the minutes and also for the Clerk to send a letter of thanks. The matter was unanimously agreed. Contact form dated 28/04/2017 via website from Tony & Karen Henderson re: removal of picnic tables. The Clerk was asked to write advising: The Council unanimously agreed at the March 2017 meeting that, for reasons of safety, "Until such time as the benches can be sited in their final position and securely fixed, they will be taken out of use, stacked/locked together, and stored." There had been no change to that Council decision and so appropriate action was taken. The Council hope to be able to re-site the picnic benches, for public use, in the near future.	Clerk

17/074	<u>Planning Applications</u> None.	
17/075	<u>To consider the Financial Audit 2009 to 2017 report (issued at last month's meeting) prepared by Cllr. Woodcock.</u> DP expressed his concern over the use of the word forensic in the report and did not feel it was appropriate. Council noted the contents of the report and agreed it should be made available on the website. The Chairman thanked JW and DF for their work in preparing the report.	Clerk
17/076	<u>To consider a report on Site Safety around the Marshlands Community Centre prepared by Cllr. Dargan</u> MD commented he was puzzled over the priority given to the picnic tables when, in his opinion, far more serious safety matters (e.g. open drains and heavy slabs) had not been addressed. He was pleased that a general tidy of the site had removed some of the more serious issues. In relation to the picnic tables MD felt a risk assessment could provide a way forward or alternatively estimates should be obtained for secure fixing. It was resolved that both options be considered and MD agreed to obtain costs once position of tables could be agreed. MD agreed to work with Chair of Village Hall Committee to agree final position of picnic tables. In respect of the general site safety, it was resolved that MD be authorised to spend up to £250 to obtain and properly install suitable safety fencing. The clerk reminded the Council that once installed, temporary safety fencing would require regular inspection to ensure it remains properly installed.	MD MD
17/077	<u>To consider a proposal from Cllr. Dargan to issue a notice regarding the closure of the Marshlands Community Centre</u> MD believed residents may not fully understand why the building is closed and why it cannot quickly be re-opened. He suggested a notice be prepared. AC confirmed she was already preparing such a notice for the Community Event on the 20 th May. AC and MD to agree wording. The notice would then be available for the 20 th and also placed in the Marshland Messenger.	AC
17/078	<u>To consider a report on the Future of the Village Hall (aka Marshland Community Centre) prepared by Cllr. Pervin</u> DP gave a summary of his report and asked for Council's formal support and approval of the report's 20 recommendations. After discussion, it was resolved that no formal decision would be made by Council until after the Community Consultation event on the 20 th May. DP agreed to contact ERYC building control with a view to confirming what assistance they could provide. The Chairman thanked DP for all his hard work in preparing the report.	DP
17/079	<u>To consider a report on the Adlingfleet Defibrillator prepared by Cllr. Pervin</u> The Chairman thanked DP for his work in preparing the report, also Mr Lee for his help and support. The report included answers and guidance on matters of concern to the Council. DP proposed that Council now proceed with the defibrillator and authorise a maximum council expenditure of £1500 (100% cost of purchase/install) plus £100 per year running costs. AC proposed an amendment to proceed but authorise a maximum council expenditure of £750 (50% purchase/install costs, with the remaining 50% from grant) plus £100 per year running cost. The amendment was unanimously agreed. When asked what would be the next steps, DP advised that he (together with Mr Lee) would manage the project to completion. The Council agreed.	DP

	The Clerk advised that, to his memory, only the Parish Council could apply to purchase the telephone box and that at Cllr. Pervin's request he would be happy to submit the required form to BT.	Clerk
17/080	<u>To review progress on the proposal from last month's meeting that Parish Councillors take on 'portfolio leads' in respect of various topics.</u> Some councillors had identified topics, others had not. After discussion it was agreed to leave in abeyance, to be re-considered on some future occasion.	
17/081	<u>Finance</u> (the following accounts were approved for payment and cheques signed) a. Swinefleet Village Hall – hire of hall – Meeting 18/04/17 £24 b. Playpark inspection fee (21/03/2017) £50 + £10 VAT c. A Crossley – VistaPrint (Community Event Leaflets) £16.83+ £3.37 VAT d. OVHC (payment 2 of 2) 50% of build costs (labour) £476.47 (payment agreed – see minute 84/16 15/11/16 – Payment 1 of 2 £1,273.53 paid 15/11/2016)	
17/082 17/082.01 17/082.02	<u>Matters for information only</u> <u>To receive an update from Cllr. Fletcher in respect of the derelict building at Justice Lane, Whitgift</u> DF had received communication from ERYC advising that the scaffolding was needed to keep the building safe. However, the owners had been advised that they needed to apply for a license. DP asked the Chairman for an extra item at the end of the meeting. The Chairman agreed.	
17/083	<u>To confirm the date, time and venue of the next Full Parish Council Meeting</u> The date for the next Full Parish Council Meeting was confirmed as 7:30pm on Tuesday 20 th June 2017 at Swinefleet Village Hall.	All
17/084	<u>A reminder that the Community Consultation Event is 1pm to 3pm Saturday 20th May 2017 at Swinefleet Village Hall</u>	All
17/085	Cllr. Pervin announced his resignation from the role of Parish Councillor (Adlingfleet ward). His written resignation will follow.	DP

The Chairman thanked all those in attendance and closed the meeting at 9.40pm.