

TWIGWORTH PARISH COUNCIL AGENDA

**OF MEETING TO BE HELD AT 7pm ON 3rd September 2026
IN THE DOWN HATHERLEY VILLAGE HALL**

<https://twigworthparishcouncil.gov.uk/>

1.	Welcome by Chair of Council
2.	Attendance to recorded (anticipated as Parish Councillors Rick Harris, George Sharpley Graham Bocking & Mike Davies, Borough Councillors Hands and Rai and County Councillor Hands Members of the public
3.	Apologies to be received and recorded from Parish Councillors Council to note the legal process regarding 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 approve the attached financial reports including payments
5.	Council to note that the bins at the Twigworth Green and A38 bus shelters have been completed as requested
6.	Council to note any updates on the forth coming election
7.	Council to invite reports from County Councillor and Borough Councillors
8.	Minutes of previous meeting held on 18th August 2026 to be agreed for accuracy
9.	Council to invite Declaration of Interest for matters on the agenda
10.	Members of the Public (and any Councillor declaring an interest) will be invited to speak to the Council and then are invited to observe the remainder of the meeting (The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting) Public session to be closed
11.	Council to consider updates if available on damage to brick bus shelter outside Orchard Park and agree actions Council previously agreed to seek alternative quotes for repair and Clerk to obtain quote for new Perspex shelter including Information board for new communities to be included and bring to Council in September 2026
12.	Council to reaffirm its communication policy (and standing orders) regarding communication with press ie Normally only the Parish Clerk and Chair issue press releases and comments to the local media, however when Parish Councillors provide information to the local media it needs to be made clear whether they are speaking on behalf of the Parish Council or as individuals.
13.	Council to consider updates on using a planning consultant and to agree the logistics and cost implications Council previously agreed to seek tendering of professional planning advising, to support the pc in their responses to large planning applications (to be defined) and strategic developments on a retained basis.

	Clerk asks that this be carried forward
14.	Council to consider outstanding planning matters and agree comments to be submitted Council to note for information: The application reference is provided to enable Councillors to prepare for the meeting and not for pre-determination of a decision. Decisions must be taken at legally convened meetings, • 26/00700/APP land to rear of Chestnut Tree farm
15.	Council to note report from External Auditor with regarding a refund from HMRC being included in section 2 box 6 rather than section 2 Box 3
16.	Date of next meeting confirmed as Thursday 5th November 2026 The AGM will now be held on 13th May 2027
17.	Close of meeting

TWIGWORTH PARISH COUNCIL
DRAFT MINUTES
OF MEETING HELD AT 2.15PM ON 18th August 2026
IN THE DOWN HATHERLEY VILLAGE HALL
<https://twigworthparishcouncil.gov.uk/>

1.	Welcome by Chair of Council
2.	Attendance recorded as Parish Councillors Rick Harris, George Sharpley, Graham Bocking & Mike Davies 3 Members of the public
3.	There were no apologies received to be recorded from Parish Councillors Council noted the legal process regarding 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 invited Declaration of Interest regarding matters on the agenda. Councillors were asked to note that any Councillor declaring an interest in matters on the agenda should not take part in the decision-making process for that item (further advice available from the monitoring officer at TBC) Councillor Sharpley in the Church (item 8)
5.	Members of the Public and Councillors who have declared an interest were invited to speak to the Council and then members of the public were invited to observe the remainder of the meeting noting that the period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chairman of the meeting -public session closed at Member of the public raised the speed watch item from previous minutes – Councillor Sharpley gave feedback on the actions that the PC have been taken Feedback from Cllr Harris - Speed watch volunteer groups from Longford/Twigworth currently waiting to complete training. DHPC already have volunteer groups operating Historic speed camera on A38 was raised by member of the public Item to be uploaded on the website from the submission on flooding/sewage group Members of the public spoke on the Church item from a very personal perspective and concerns over the lack of transparency of the “utility land” Possibility of TPO for church yard was discussed and it was reported that the Officer at TBC is aware of the situation Cllr Sharpley spoke as a member of the public of the recent history of the building and gave out a map of the local area. It was reported that there are several residents expressing concerns regarding the parking, and concerns that the church commissioners are disregarding graves and the feelings of the bereaved families. The availability of the NDP was raised. The traffic on the A38 was also felt to be relevant during any construction stage Public session closed at 15.00
6.	Council noted that following resignation of John Redfern, the legal requirements for a by-election have been met. The election date has been set as 24 th September 2026. The PC are responsible for costs of a by-election The PC have been given a provisional cost summary for a contested election Election costs with polling cards £3567 (without polling cards less £1100) Portacabin costs with generator £4099 (without generator less £1041) Site fee TBA- Therefore, the Parish Council are potentially exposed to costs in the region £8k Council considered financial reports attached Council agreed it wishes to using polling cards Council agreed to vire the “premises” fund to election costs

	Council considered the list of potential places that may be available – PC would prefer a location in the parish, suggesting Twigworth Business Centre which may have an empty unit with parking.
7.	Minutes of previous meeting held on 2 nd July 2026 as attached were agreed for accuracy-amended on Manor Farm planning application response bullet point 5
8.	Cllr Sharpley left the meeting at this point Council considered its response to the Church Commissioners consultation on selling part of the churchyard and the church building (deadline 24/8/26) https://www.churchofengland.org/resources/parish-reorganisation-and-church-property/consultation-parish-reorganisation-and-closed-church-proposals/proposal-affecting-closed-church Council agreed the attached draft response and agreed to add a point regarding TPO's and to attach a map of parking available Council discussed if there were different groups who may be affected and may wish to submit comments. Council agreed the position of Council is to submit comments Cllr Harris to liaise with the TPO officer on behalf of the Parish Council Cllr Harris /Cllr Bocking delegated to attend any Planning Committee meeting on this matter
9.	Date of next meeting confirmed as Thursday 3rd September 2026 Council noted that the proposed meeting on May 6th 2027 cannot take place due to statutory Parish Council elections (all Parish Councillors will be re-elected). There is a legal requirement for Council to agree alternative date between 10th to 24th May 2027. Council agreed to delegate to clerk to book the meeting room within these dates.
10.	Close of meeting 15.25

Financial reports

budget to date

	<u>Total bank</u>	<u>ACUTAL</u>	<u>BALANCE</u>
	<u>balance</u>	<u>YEAR TO</u>	<u>AVAILABLE</u>
PRECEPT		<u>DATE</u>	<u>TO SPEND</u>
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		

<u>reserves</u>	Mar-22	Mar-23	Aug-23	Mar-24	Mar-25
defib	3145	871	3277	2500	1000
SWAG			575	575	575
PRECEPT		1500	1500	2500	2500
EQUIPMENT			200	200	1000

VAS					400
BUS					
SHELTERS			3000	300	300
NDP	585	585	585	585	585
contingency				500	500
EARMARKED	3730	2956	9137	7160	6860
general	-846	15567	26464	59	735
bank balance at Y/E	2884	18523	35601	7219	7595

	Mar-22	Mar-23	Aug-23	Mar-24	Mar-25	Mar-26
<u>reserves</u>						
defib	3145	871	3277	2500	1000	1000
SWAG			575	575	575	575
PRECEPT		1500	1500	2500	2500	5000
EQUIPMENT			200	200	1000	2700
VAS					400	800
BUS						
SHELTERS			3000	300	300	300
NDP	585	585	585	585	585	585
contingency				500	500	500
EARMARKED	3730	2956	9137	7160	6860	11460
building						
general	-846	-2956	-9137	59	735	4063
waste bins						500
village gateways						2500
bank balance at Y/E	2884	0	0	7219	7595	18523