

Full Committee MINUTES 20 July 2026

MINUTES (Subject to agreement at the next Committee meeting) of the meeting of the Full Committee of the Parish Council held on 20 July 2026 at 7.30pm in Twyning Village Hall

**Members Present: Cllr Hammett, Davies, Ellis, Holden & Westwood
Borough Cllr Sztymiak**

Attendees: Clerk, 11 Members of the public

MINUTES

- 26.07.20.01 To receive and approve apologies for absence and confirm the meeting is quorate – Apologies – Cllr Clayson, Simmons, Draper & O'Dell
- 26.07.20.02 To receive Declarations of Interest: Councillors are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to –
a) Keep their Register of Interests form up to date;
b) Declare any Disclosable Pecuniary Interests (DPI) and any Other Disclosable Interests (ODI) in agenda items and the nature of those interests and to consider any prior requests from members for Dispensation. - **None**
- 26.07.20.03 Adoption of minutes. To approve adoption of the minutes of the Parish Council Minutes – 15 June 2026 – **Approved and signed by vice chair**
- 26.07.20.04 To receive the County Councillor's and District Councillors Report - **circulated**
- 26.07.20.05 To discuss The Amenities Working Group – **To elect a Chair - Deferred**
Undertake Risk Assessment on War memorial, Village Green, Quay. – **D Luckett agreed to undertake risk assessments**
Undertake Review of Risk Management Schedule - **Deferred**
To discuss The Quay – ASB with attendance of ASB officer N Maynell from TBC (Cllrs Draper, Davies, Simmons & Westwood) – N Maynell attended meeting, Forms distributed, Navigation Trust to put up notices, environmental health notice. Reporting of issues through TBC website "report it"
- 26.07.20.06 25/00134/PRE- Part Parcel 4339 Adjacent Lowenva – CIL spend, Pontoon at Quay Pre-planning has now advised planning permission is required & scheme likely to be supported. – Cllr Clayson.
- 26.07.20.07 To receive notice from Fisher German (STW) for Issue of Statutory 7 day notice for 3 boreholes across Kilmore pitch area at TRAC. Capping options to be decided, flush to ground or protruding & fenced around. - **Received**
- 26.07.20.08 To receive Tree Warden report Monthly Visual Observation Report – July 2026. **Nothing to report**
- 26.07.20.09 To receive application from AT Soccer Camps to book Kilmore pitch 23rd 24th July & 13th, 14th August. - **Received**
- 26.07.20.10 To receive application from TRAC for use of Village Green Sat 29 – Mon 31 August Bank Holiday weekend - **Received**

- 26.07.20.11 To receive notice of Temporary Road Closures:
- Sunday 30th August from 12.00hrs to 15.00hrs**
 Twyning Soapbox Derby (2026)
 Twyning Green (from its junction with High Street to its western junction with Fleet Lane) and Goodier's Lane (from its junction with Twyning Green to its western junction with Paxhill Lane). - **Received**
- 26.07.20.12 To discuss Biodiversity Action Plan Working Group (Cllrs Holden, O'Dell, Draper) – **No further update**
- 26.07.20.13 To receive Council auditor comment – Cllr Hammett **banking agreed**
- 26.07.20.14 To receive Village Hall rep comments – Cllr Clayson - **No comment**
- 26.07.20.15 Staffing Committee – Review Terms of Reference & Councillor Training policy for adoption (Cllrs O'Dell, Draper & Ellis) - **Deferred**
- 26.07.20.16 To discuss meeting between PC, TRAC, Tennis Club & Playgroup regarding new building on TRAC site.- PC lead Cllr Holden.- **Mtg held. Tennis club raised consideration of 4th tennis court funded from CIL.**
- 26.07.20.17 To receive update on Playgroup Building Project. - **Circulated**
- 26.07.20.18 To decide whether Twyning Parish Council wants lighting or not at the current development by Freeman /homes as per a request from GCC. – **No lighting was agreed**
- 26.07.20.19 To decide on the use of the available audio system at each PC meeting following a request at June meeting from MOP. – **Not agreed**
- 26.07.20.20 To consider request from Emergency Planning Officer, TBC for siting of New Sandbox for storage somewhere within Twyning. – **Dimensions requested- Deferred**

Finance & Governance

- 26.07.20.21 To consider a funding request for 7K from Twyning Sports Club for facility upgrades to changing rooms. - **Deferred**
- 26.07.20.22 To consider a funding request for £500 from Twyning Parish Footpath Group volunteers to purchase 6 sets of long handled loppers, shears, secateurs, gloves and a brush cutter repair. - **Agreed**
- 26.07.20.23 To consider a funding request for £400 from Tewkesbury Friends of the Earth for Laboratory Ecoli testing of river Avon water. 16 tests @ £25 per test at Twyning Dock - **Agreed**
- 26.07.20.24 To consider quote for Kilmore pitch following ditch work. Scarify, aerate & seaweed feed. £2107.12 - **Agreed**
- 26.07.20.25 **To approve the May payment list/those paid between meetings and to note receipts.**

Payments made since last meeting 15.06.26

Administration		£897.44		
Ecosolve Ltd (S106)	INV 25682	£1300.00	VAT	£182.00
Parish Online	23UG044-0012	£410.00	VAT	£82.00
J Brookes	Inv 2523	£700.00		
J Brookes	Inv 2524	£300.00		
G James (S106/CIL)	INV750	£4976.35	VAT	£991.73
Twynning Village Hall	INV 2371	£48.00		
Travel Expenses		£15.30		

Payments listed for authorisation on 20.07.26

J Brookes	Inv 2532	£700.00
J Brookes	Inv 2533	£300.00
J Brookes	Inv 2534	£360.00
Twynning Village Hall	INV2381	£24.00
Travel Expenses		£37.40
PRH Design	TPC 001	£420.00

Account Balances at 30/06/2026

CIL spend budgets

CIL Account	152,154.29	<i>Footpaths</i>	<i>10K</i>
Current Account	16,764.55	<i>Hillend Reserve</i>	<i>15K</i>
Revenue Reserves	9,020.28	<i>Lengthsperson</i>	<i>10K</i>
Nationwide Account	<u>32,442.74</u>	<i>Pontoon</i>	<i>10K</i>
		<i>Total</i>	<i>45K</i>

- 26.07.20.26 To receive Budget/Spend net position to 30 June 2026 - **Received**
- 26.07.20.27 Public Session: To provide members of the public/press with the opportunity to comment on items on the Agenda or raise items for future consideration. - **None**
- 26.07.20.28 To consider matters for the agenda of the next Parish Council meeting (no decisions may take place at this item) - **None**
- 26.07.20.29 To resolve the Date of Next Council Meeting as Monday 21 September 2026 at Village Hall, Fleet Road
- 26.07.20.30 Meeting closed at 9.07pm