**Minutes to the Meeting of Thwing & Octon Parish Council Held on Monday 21st October 2019 at 7.00pm at the Church Rooms, Church Lane, Thwing**

**Present: Cllr D McDermott (Chairman); Cllrs A Frost; G Sanders; G Coe; C Oxtoby; A Bannister and Sandra Morrison (Clerk to the Parish)**

**404/19** Apologies **–** Cllrs E Peacock and P Burdass

**405/19** Declaration of Pecuniary or Non-Pecuniary Interest - None

**406/19** It was proposed by Cllr Oxtoby and seconded by Cllr Coe that the minutes of last meeting held on 23rd September 2019 be approved as a true record. Agreed

**407/19** Two sealed tenders, for the Renewable Energy Feasibility Study were presented to the chair, and were opened in the presence of the Council. After initial appraisal it was proposed by Cllr Oxtoby that a sub-committee be formed of Cllrs Peacock, Coe and Burdass with the clerk as secretary and finance officer, and Cllr Coe as project manager. Agreed. Tenders to be scanned and circulated for in depth consideration and scoring to be finalised this week.

**408/19** The ERYC revised Code of Conduct, having previously been circulated was discussed and it was proposed by Cllr Frost and seconded by Cllr Oxtoby that this now be adopted in full. Passed

**409/19** Information regarding the introduction of Binding Regulations, having previously been circulated were discussed. The Council agreed that no action needs to be taken at the moment.

**410/19** Following a response from PCC regarding VE day celebrations, it was proposed that Cllr Frost and McDermott represent the PC on a sub-committee, with the 2 church wardens who will represent the PCC, together with two members of the Amenities Committee. The Parish Clerk to act as secretary and treasurer. The clerk to write to the Playground Committee to enquire if they wish to be involved.

**411/19** Correspondence for consideration and resolution

1. The Parish /Town News Release for September was circulated and discussed.
2. An invitation to submit a topic to the Overview and Scrutiny Committee for the year 2020/21 was circulated.
3. An invitation to attend a meeting/seminar at Bubwith, covering National Data Strategy was circulated. Clerk to ask for minutes, and email participation if available.

**412/19** The Parish Council Cluster meeting on the 5th Oct was attended by Cllrs McDermott, Frost and the clerk, and was an excellent meeting giving us an insight and potential help on a variety of concerns. Minutes attached. Cllrs McDermott and Frost attended the ERNLLCA District Committee meeting and CLLR Frost and the clerk attended the Community Led Housing meeting. Both were poor in content and delivery. Wold Newton and Burton Fleming are willing to partake in a housing needs survey and the form is being drafted. The banking at the Mere has been partially cleared, and it was agreed that the remaining rubble that is imbedded should be left. The tree packs from The Woodland Trust will be delivered in November. Litter bin is due to be fitted this week. Cllr Coe to fit bench and lifebuoy belt.

**413/19** Finance

* 1. It was proposed by Cllr Oxtoby and seconded by Cllr Sanders that the accounts to date be approved. Agreed.
	2. It was proposed by Cllr Oxtoby and seconded by Cllr Coe that payment of clerk’s expenses be approved. Agreed.

Meeting closed 8.20 pm

Signed as a true record

Chairman Date