

# Garway Parish Council

## Minutes of The Parish Council meeting of Garway Parish Council held in Garway School Hall on Monday 9<sup>th</sup> October 2017 at 7pm

**Present:** Vice – Chairman Cllr Richard Sparey, Cllr Chris Strange, Cllr Cara Campbell Cllr Craig Hooper & Cllr Rose Sparey

**In Attendance:** Mrs Kath Greenow Parish Clerk & 12 Parishioners and Ward Cllr D Harlow

In the absence of the Chairman the Vice Chairman Cllr Richard Sparey Chaired the meeting

### **1. Apologies for Absence**

To receive and approve apologies for absence

Apologies accepted from: Chairman Cllr Tony Phillips

### **2. Declarations of Interest & Dispensations**

2.1 To receive any declarations of interest or consider any written applications for dispensation

None declared

### **3. Minutes**

3.1 To approve and sign the Minutes of the Parish Council Meeting held on 10/07/2017

It was **RESOLVED:** to approve and sign the Minutes of the Parish Council Meeting held on 10/07/2017

3.2 To approve and sign the Confidential Minutes of the Parish Council Meeting held on 10/07/2017

3.2 It was **RESOLVED:** to approve and sign the Confidential Minutes of the Parish Council Meeting held on 10/07/2017

At this point in the meeting the Vice Chairman brought forward agenda item 12. Planning, agenda items

12.1a & 12.1b

### **12. Planning**

12.1 To consider commenting on planning application:

#### **12.1a 173198 Tanglewood Farm Garway Hill Herefordshire**

Description: Proposed change of use and conversion of existing stone barn to an ancillary residential dwelling together with single story extension and walled garden

It was **RESOLVED:** to SUPPORT the application

#### **12.1b 173224 Land to the North of Ivy Cottage Garway Herefordshire**

Description: Proposed erection of eight residential dwellings (C3) along with associated garages, parking, roads highways access and associated infrastructure

Parishioners present at the meeting raised concerns about the proposed development, its size, highways issues relating to the proposed development and the style of the housing proposed.

It was **RESOLVED:** to defer commenting on the application and to have an extra ordinary Parish Council meeting 17/10/2017

12.2 To note planning permissions granted by Herefordshire Council since the last meeting

Planning permission noted as: 172256 The Sun Farm Garway and 172198 Ash Cottage Garway Hereford

### **4. Open Session**

4.1 To receive report from Ward Councillor.

The ward Councillors report had been circulated to Cllrs and was noted

4.2 To receive views of residents on parish matters.

Parishioners raised the issue of horse riders riding across the commons, relating to the junction at Broad Oak cross roads vehicles parking on the junction.

### **5. Village Hall**

5.1 To receive a report on the village hall

The Clerk had sent the proposed agenda to the village hall committee and is waiting for a date from them regarding a meeting taking place between village hall trustees and PC reps

## **6. Finance**

6.1 To note finance report

Finance report noted as £26,149.70

6.2 It was **RESOLVED**: to pay invoices/reimbursements to:

A4 office Products – printer cartridges £26.88 +VAT

HALC- In house training £164.40 +VAT

Terry Griffiths Lengthsman Invoice TGC0074 £382.00+vat

Terry Griffiths Lengthsman Invoice TGC 116 £103.00+vat

Terry Griffiths Lengthsman Invoice P3 work TGC115 £250.00 +vat

Clerk reimbursement for postage £11.86

6.3 to note bacs remittance of 2<sup>nd</sup> precept payment £6080.00

The bacs remittance of the 2<sup>nd</sup> Precept payment to the Parish Council was noted

6.4 To note annual donation of £100.00 from parishioner's family for towards the up keep of the common

The donation from a parishioner was noted and letter of thanks to be sent by the Parish Clerk for the donation given

6.5 To note completion of external audit by Grant Thornton consider any recommendations

The external audit report and any recommendations had been circulated to Cllrs in their agenda packs.

The external auditor had recommended that the Parish Council update the risk assessment for during 2017

6.6 To consider updating the Parish Council Risk Assessment

The Clerk had updated the risk assessment for 2017 as recommended by the external auditor, which had been circulated to Cllrs for consideration in their agenda packs.

It was **RESOLVED**: to approve the updated risk assessment for 2017 and that the risk assessment would be reviewed on a regular basis.

## **7. Community Asset**

7.1 To consider registering community assets.

It was **RESOLVED**: to defer the agenda item to a later date

## **8. Garway School**

8.1 To consider Parking Issues outside Garway School

Discussion took place concerning parking issues outside the school and it was considered that this was a matter for the School to address not the Parish Council. It was understood that Parking spaces would be available at the new community centre when it has been completed.

## **9. Lengthsman & P3**

9.1 To consider work to be carried out by Lengthsman

Salt bins need checking and replenished with salt if required Cllrs Sparey & Strange to meet with the lengthsman concerning the replenishing of salt .

9.2 Road issues for reporting to Balfour Beatty /Herefordshire Council

Pot holes are still an issue on The Quab road.

## **10. Footpaths**

10.1 To receive a report from the Footpaths Officer (RS)

The footpaths officer Cllr Sparey reported on the footpaths all in good order at present, field crops along some footpaths have been attended to by the landowners concerned.

10.2. To consider work to be carried out on the footpaths by the lengthsman

No further work required on the footpaths at present

## **11. Neighbourhood Plan**

11.1 To receive an update on the draft NDP and next steps

The Issue and options paper & call for sites has been worked up by the NDP steering group & the planning consultants Kirkwells, and had been submitted to the Parish Council for approval.

It was **RESOLVED**: to agree the issues and options paper & call for sites consultation paper and that the consultation would take place between November and December 2017. There would be a number of drop in sessions to take place in various locations in the parish during Nov- Dec. The Issues and option & call for site consultation documentation will be distributed to every household in the parish by NDP volunteers.

It was **RESOLVED**: to obtain 2 quotes for the printing of the issues and options consultation paper and obtain a list of properties in the parish.

**Clerk to action**

11.2 To note grant received for NDP from Groundwork uk £7185.00  
It was **RESOLVED**: to note the grant received from Groundwork uk for £7185.00

**13. Correspondence**

13.1 To note correspondence since last PC meeting

Noted

13.2 To consider a letter from parishioner regarding the children's play area

It was **RESOLVED** that the clerk obtains a price for the purchase a litter/ dog bin

13.3 To note HALC information corner

HALC information corner noted

**14. Date of next Scheduled meeting as Monday 13th November 2017 at 7pm Garway School Hall**

**15. Matters Relayed to the Clerk for Agenda of the next meeting (no discussion)**

**Subject to a Council Resolution this item will be held in closed session**

It was **RESOLVED**: to pass a resolution to exclude the public and press due to the confidential / legal nature of business to be considered

**16. Employment Matters & Clerks Annual Review**

**Deferred**

**17. Garway Commons**

17.1 To receive and consider confidential legal information from The Parish Councils solicitor in relation to Garway Commons.

Discussion took place in relation to the legal information received from the Parish Council's solicitor.

Signed .....

Date

13/11/2017

*Tony Phillips Chairman*

Garway Parish Council