

# Garway Parish Council

## Minutes of The Parish Council meeting of Garway Parish Council held in Garway School Hall on Monday 12<sup>th</sup> December 2016 at 7pm

**Councillors Present:** Chairman Cllr Tony Phillips, Cllr Chris Strange, Cllr Craig Hooper

**Also in attendance:** Parish Clerk Kath Greenow, 7 members of the public and ward Cllr Harlow

### 1. Apologies for Absence

1.1 Apologies accepted from Cllr Richard Sparey due to illness,

### 2. Declarations of Interest & Dispensations

2.1 None declared

### 3. Minutes

3.1 To approve and sign the Minutes of the Parish Council Meeting held on 14/11/2016

It was **RESOLVED:** to approve and sign the Minutes of the Parish Council Meeting held on 14/11/2016

3.2 To approve and sign the Confidential Minutes of 14/11/2016 & Confidential Minutes of the Extra Ordinary Parish Council meeting on 16/11/2016

It was **RESOLVED:** to approve and sign the Confidential Minutes of 14/11/2016 & Confidential Minutes of the Extra Ordinary Parish Council meeting on 16/11/2016

### 4. Reports

4.1 Clerks report

No report

4.2 Ward Councillor Mr David Harlow

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

4.3 P3 Footpaths Officer report (RS)

No report

### 5. Public Question Time

Designated maximum period of 10 minutes to accommodate members of the public who may wish to either raise issues with or ask the Parish Council questions

No questions raised by members of the public in attendance

### 6. Village Hall

6.1 To receive an update on New Village hall (CS)

Cllr Strange was due to attend a village hall committee meeting on 05/12/2016, but the meeting had been cancelled at the last minute. Cllr Sparey was hoping to attend the committee meeting also.

Cllrs raised concerns about no minutes or accounts being provided by the village hall committee to the Parish Council as stated in the trust deed It was **RESOLVED:** that the Clerk contacts the Chairman of the Village Hall Committee and request minutes from the Village Hall Committee from March 2014 up to the last meeting.

The Clerk was asked to contact the charity commission to obtain a copy of the trust deed of 1994 and to obtain other documentation as appropriate.

16.2 To consider appointing a representative from the Parish Council to Village Hall Committee

Deferred

### 7. Lengthsman & P3


7.1 To consider work to be carried out by Lengthsman

It was **RESOLVED:** to delegate to the Clerk to instruct the lengthsman to carry out lengthsman work required in the parish between PC meetings as appropriate and within the constraints of the lengthsman budget for 2016/17.

7.2 To consider remaining in the lengthsman & P3 scheme for 2017/18 in the light of changes to grant allocation for lengthsman & P3 scheme for 2017/18

It was **RESOLVED:** to remain in the lengthsman & P3 scheme for 2017/18

### 8 Road issues for reporting to Balfour Beatty /Herefordshire Council



It was **RESOLVED**: to invite the cabinet member for Highways to the next PC meeting to discuss highways road maintenance issues in the parish

Road issues to report to Balfour Beatty Quab road in a bad state of repair and needs attending to urgently as does White rocks road. The cattle grid in white rocks also needs attending to. The Clerk was asked to chase up the ongoing road issues with Monmouthshire Council relating to Skenfrith road flooding issue.

### **9. Play area Maintenance**

9.1 To consider inspection of the play area to be carried out by ROSPA

It was **RESOLVED**: that the Clerk contacts ROSPA to request an inspection to be carried out at the play area at a cost of £66.50+ VAT

### **10. Finance**

10.1 To note bank balance

noted as £ 10223.00

10.2 To approve payments to:

It was **RESOLVED**: to pay

Terry Griffiths l/man invoices TGC 1895 £458.40 & TGC 1904 £302.40 total £760.80

Grant Thornton External Audit £240.00

A 4 Office Products Ltd. printer cartridges £29.69

Clerk reimbursement for postage £5.76

Kirkwells invoice £1944.00

10.3 To receive an update on a defibrillator for the parish A letter had been received from a member of the public offering to give a donation for the purchase of a defibrillator to be placed in the village phone box near the Garway Moon in memory of a parishioner of Garway. The member of the public concerned requested that a small plaque be mounted inside the phone box in memory of the parishioner which would be paid for by the member of public making the donation.

It was **RESOLVED**: that the clerk writes to the member of the public to thank them for the offer of donation and that the Parish Council would be happy to have a plaque mounted inside the phone box.

It was **RESOLVED**: that the clerk places an order for the defibrillator once the donation had been received

### **11. Website**

11.1 To consider applying for transparency grant for new pc website

Discussion took place regarding the Parish council website and the clerk not being able to put information on the website due to the way the website had been set up by the previous clerk. A quote from Eyelid productions for a new website had been obtained and it was **RESOLVED** to accept the quote

It was **RESOLVED** that Clerk applies for a transparency grant for new pc website.

### **12. Planning**

12.1 To consider commenting on planning application:

163819 Oakdene Garway Hereford

Description: Two story rear extension and remodel existing roof to remove coving and rear felt roof

Applicant: Ms A Stewart

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

### **13. Neighbourhood Plan**

13.1 To Receive a report on 1<sup>st</sup> inception meeting of the NDP (CH)

A report on the 1<sup>st</sup> NDP meeting was given by CH. Kirkwells attend the NDP steering Group Meeting and they went through what a NDP is and the process of undertaking a NDP. The next meeting will take place in mid Jan 2017

### **14. Correspondence**

14.1 To note correspondence received since last meeting

All correspondence was noted

### **15. Training**

15.1 To agree a date for HALC in house training

The clerk would email Cllr a date for in house training from HALC

16.Date of next Scheduled meeting **Monday 16th January 2017 at Garway School 7pm**

17.Matters Relayed to the Clerk for Agenda (no discussion)

Parish Council Chairman ..... Date *16/1/17*.....

**Subject to Council Resolution these items will be held in closed session**

**A resolution was passed to exclude the public due to the confidential matters to be discussed**

**18. To consider method of payment for clerk's salary**

**19.Commons court case**

19.1To receive an update on court case progress and to consider appropriate action