

Garway Parish Council

Minutes of The Parish Council meeting of Garway Parish Council held in Garway School Hall on Monday 11th July 2016

Councillors Present: Chairman Cllr Tony Phillips, Cllr Richard Sparey Vice – Chairman, Cllr Craig Hooper Cllr Cara Campbell, Cllr Chris Strange, Cllr Rose Sparey

Also in attendance: Deputy Clerk Kath Greenow ,2 members of the public, Parish Lengthsman Terry Griffiths

1.Apologies for Absence

1.1 Apologies accepted from Ward Cllr D Harlow

2.Declarations of Interest & Dispensations

2.1 Cllr Chris Strange declared a non-pecuniary interest on agenda item 9. Finance payment of invoices from Chris Strange Building & Carpentry. No dispensation requests received

3. Minutes

3.1 To approve and sign the Minutes as a true record of The Annual Parish Council Meeting held 25th May 2016 and the confidential minutes of the meeting

It was **RESOLVED:** to agree and sign the minutes of The Annual Parish Council Meeting held 25th May 2016.

It was **RESOLVED:** to agree and sign the confidential minutes of 25/05/2016

4.To Receive Reports from

4.1 Ward Councillor Mr David Harlow

Cllr D Harlow had emailed his report to the deputy clerk which had been circulated to Cllrs prior to the meeting.

4.2 Locality Steward Mr Dave Atkinson

No report from locality report

4.3 P3 Footpaths Officer

The footpaths officer

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

A Parishioner asked about the website and it being updated as the dates of the PC meetings were incorrect.

The deputy clerk advised that the acting clerk currently maintained the website and she would ask him to update the dates of the meetings.

Cllrs asked the deputy clerk to contact the acting clerk to request that she has access to the website to update it and place information on the website in the future.

6.To consider request from a member of the public to fly a model radio controlled glider on Garway Common

It was **RESOLVED:** to grant permission to member of public concerned who had made a request to fly a model radio controlled glider on Garway Common. No vehicles were to be taken onto the common and any equipment etc was to be carried onto Garway hill by hand.

Deputy Clerk to action

7. To receive and update on the proposal for a directional compass on the common

Cllr Strange reported that he and a member of the commons association had meet with the lady concerned and she had outlined her proposal with regard to a directional compass on Garway hill Common. Further discussions needed to take place between the PC and the lady concerned regarding her request.

8.Neighbourhood Plan

8.1 To consider quote received from Kirkwells regarding independent planning consultant support with progressing the NDP took place with regard to the quote and it was **RESOLVED:** to accept Kirkwells quote.

Deputy Clerk to action

Discussion

8.2 To approve terms of reference for NDP Steering Group

It was **RESOLVED:** to agree the terms of reference for the NDP steering group

8.3 To consider applying for a locality grant for NDP

It was **RESOLVED:** that the deputy clerk apply for a NDP grant to cover the cost of the NDP

Deputy clerk to action

9. Finance

9.1 To note Parish Council Bank Balance

Bank balance noted as £9008.36

9.2 To note repayment to PC from clerk regarding PC lap top software & product cover plan. £116.99 Noted

9.3 To consider setting up a finance working group

It was **RESOLVED** to: set up a finance working group. Working group would consist of all parish Cllrs and that finance working group would meet before every 3rd Parish Council meeting from July.

9.4 To approve payments to:

It was **RESOLVED**: to pay the following invoices/reimbursements

Garway Baptist Chapel – Queens 90th Birthday celebration event donation £150.00

Terry Griffiths l/man work carried out invoices 1663 £450.00, 1703 £452.40 **total £902.40**

P3 work carried out, 1632 £390.00

Annual renewal of Parish Council insurance – Zurich Municipal shortfall in payment sent of £10.75

Deputy Clerks reimbursements for postage £12.47

Acting Clerks reimbursement for postage £6.45

Chris Strange Building & Carpentry - beacon event materials £113.41 Garway School materials for fitting musical instruments Garway School £23.95

9.5 To note payment of PC laptop, software & product cover plan £541.96 noted

9.6 To consider costing for purchasing a defibrillator for the parish and grant funding available

It was **RESOLVED**: that the deputy clerk make enquires re grant funding from The Big Lottery for a defibrillator to be located in the parish **Deputy Clerk to action**

10. Lengthsman & P3

10.1 To consider work to be carried out by Lengthsman

It was **RESOLVED**: that no maintenance days to be carried out in July and August by the lengthsman.

The lengthsman is to carry out inspection of the ditches in the parish and report back to the PC.

Cllrs reported ditching issues at Little Garway farm. The ditch has become in filled. Keepers cottage - culvert issues and silt build up. Parish boundary ditch to attend to at the location of the pub.

It was **RESOLVED**: that the lengthsman attend to these ditches **Deputy Clerk to action**

10.2 Road issues for reporting to Balfour Beatty / Herefordshire Council

Flooding issues update re: Skenfrith area. Cllr Hooper reported that the locality officer had emailed to say he had met with Glyn Bowen area supervisor for Monmouthshire Council on site. He is happy to undertake the works before autumn, subject to, as I am sure you will appreciate funding (though he indicate at this stage should not be a major issue as it's quite a small job) and more importantly owners consent. I will endeavour to try and liaise with Mr Kemp to seek his approval

The deputy clerk was asked to seek clarity on the 2nd cut of the verges in the parish would be carried out by B/B contractor.

10.3 Road issues relating to adjoining the common.

A parishioner had previously reported to the PC about an area adjoining the common where erosion of the road edge had occurred Cllrs Sparey and Strange would meet with the lengthsman with a view to attending to the problem.

11. Planning

11.1 To note planning application approved / refused by Herefordshire Council since last meeting

No planning approval / refusal notifications from Herefordshire Council.

The deputy clerk was asked to seek clarity regarding any planning application submitted from Darren Mill Garway and report to PC. **Deputy Clerk to action**

12. Correspondence

12.1 To note correspondence received since last meeting

Correspondence noted as HALC information corner

13. Date of next Scheduled meeting Monday 12th September 2016 at Garway School 7.30pm

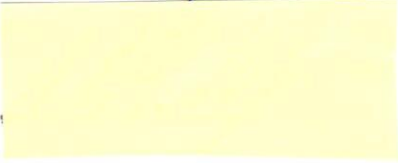
14. Matters Relayed to the Clerk for Agenda

NDP

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

A resolution was passed to exclude the public and press due to a confidential matter to be discussed

Signed



Dated...12/9/16.....

Parish Council Chairman