

# GARWAY PARISH COUNCIL

Minutes of the Ordinary Meeting of  
Garway Parish Council  
held at Garway Village Hall  
on Monday 15<sup>th</sup> December 2014

**No GPC/MW/001**

**Councillors Present**

Councillor Mr. Anthony (Tony) Phillips Chairman  
Councillor Mrs. Rosemarie Sparey  
Councillor Mr. Chris Strange  
  
Acting Clerk Mr. Malcolm Walker

**Also Present**

Ward Councillor Mr. Jon Norris, Parish Council Lengthsman Mr. Terry Griffiths and about twenty four further members of the public

**The Ordinary Meeting of the Parish Council was formally opened by  
the Chairman at 7.40pm**

**1.0 Apologies for Absence**

No apologies received  
No representative from the Local Police Team  
Locality Steward for Balfour Beatty Living Places (BBLP)  
Mr. David Atkinson was not present

**2.0 Declarations of Interest & Dispensations**

**2.1 To receive any declarations of interest in agenda items from Councillors**

No Declarations were made

**2.2 To consider any written applications for dispensation**

No Written Applications were made

**3.0 Minutes**

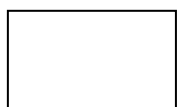
To receive, approve and sign the Minutes as a true record of the Extraordinary Parish Council Meeting held on 14<sup>th</sup> October 2014, Ordinary Meeting held on 20<sup>th</sup> October 2014 and Extraordinary Meeting held on the 27<sup>th</sup> October 2014 were unanimously confirmed as a true record and signed by the Chairman.

**4.0 Parish Council Vacancies**

Mr. Richard M. Sparey was unanimously accepted as a Parish Councillor to Garway Parish Council, who then signed the "Declaration of Acceptance of Office of Councillor Form" and witnessed by the Acting Clerk. The "Notice of Registrable Interests Form" he took away to complete and return to the Acting Clerk before submitting to the Monitoring Officer. He received relevant documents including the Code of Conduct.

Miss. Cara Campbell was unanimously accepted as a Parish Councillor to Garway Parish Council, who then signed the "Declaration of Acceptance of Office of Councillor Form" and witnessed by the Acting Clerk. The "Notice of Registrable Interests Form" she took away to complete and return to the Acting Clerk before submitting to the Monitoring Officer. She received relevant documents including the Code of Conduct.

There still remains one vacancy on the Parish Council



## **5.0 Financial Report**

**5.1 Bank Balance** as per statement (Statement Number 59 received via previous Clerk)  
@ 31<sup>st</sup> October 2014                      Treasurers Account                      £13,674.71

**5.2 Receipts**  
No receipts received

### **5.3 Invoices for Payment**

27/10/2014 Cheque No 000420	
Made out to Mrs. Linda Cowles previous Parish Clerk	£229.00
10/10/2014 Receipt No 373253 for Rental of hall facilities on	
14/10/2014 (reimbursement for Mr. Malcolm Howard)	£16.00
13/10/2014 Invoice No 22 from Garway Village Hall for	
Hire of village hall April 2014 – October 2014	£100.00
22/10/2014 Garway Primary School Invoice No L01 for	
Hire charges 16/10/2014 and 27/10/2014	£32.00
11/11/2014 Herefordshire Association of Local Councils (HALC)	
Invoice 4260 Hand-over from previous Clerk to Acting Clerk	£56.08

**The payments were Unanimously Approved**  
**but as the Parish Council only has one cheque signatory no cheques could be signed**

### **5.4 Lloyds Bank Mandate Variation**

New mandate form completed by Councillor Mr. Anthony (Tony) Phillips Chairman and Councillor Mr. Chris Strange ready for submission by Acting Clerk to Lloyds Bank  
Existing cheque signatory Councillor Mrs. Rosemarie Sparey

## **6.0 Locum Clerk**

**6.1** To agree Locum Clerk from HALC  
The Parish Council resolved unanimously for the Locum Clerk from HALC to continue

**6.2** To agree Locum Clerk's hours to date  
The Parish Council resolved unanimously to the hours due to the Locum Clerk from HALC  
£100.00 per meeting plus expenses  
Unanimously approved by the Parish Council

## **7.0 To Receive Reports from**

### **7.1 Local Police**

No representative from the Local Police Team and no report

### **7.2 Ward Councillor's Report**

Ward Councillor Mr. Jon Norris gave an update on current Ward & County matters including:-  
412 Bus Service continues  
Southern Relief Road put back

### **7.3 Locality Steward Mr. Dave Atkinson**

Not present but report sent by email (see information sheet)

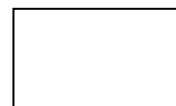
### **7.4 Lengthsman Terry Griffiths (Contracts)**

Current report attached as appendix No 1

## **8.0 Parish Council Clerk Vacancy**

The Parish Council unanimously agreed for HALC to advertise the Clerks vacancy on their Website.

Approximately 5 hours per week, salary pro rata to experience etc. website administration



## **9.0 Local Public Telephone Kiosks**

The Parish Council resolved unanimously to adopt both Telephone Kiosks (without equipment) Garway Common number 01600 750268 and Garway Hill number 01981 580211 for £1.00 each from BTpayphones.

Acting Clerk to action purchase

## **10.0 Garway Common**

Resolved to re-appraise the legal situation regarding the ownership of the parcels of land in question

## **11.0 Dore Community Transport**

After receiving additional information from DCT the Parish Council resolved to provide a grant for this valuable service, final amount to be agreed when completing the budget

## **12.0 Parish Council's Budget & Precept 2015 - 2016**

**12.1** To consider and amend as required draft budget for the fiscal year 2015 - 2016  
Deferred until the next full Parish Council meeting

**12.2** To agree 2015 - 2016 Precept  
Deferred until the next full Parish Council meeting

## **13.0 Standing Orders**

Standing Orders to be posted to Parish Councillors:-  
Councillor Mr. Anthony (Tony) Phillips Chairman  
Councillor Miss. Cara Campbell  
Councillor Mr. Richard M. Sparey  
Councillor Mrs. Rosemarie Sparey  
Councillor Mr. Chris Strange  
Deferred until the next full Parish Council meeting

## **14.0 Parish Roads & Public Rights of Way**

The Parish Council Lengthsman Mr. Terry Griffiths gave a very informative update relating to the Parish Lengthsman and P3 Footpaths works

## **15.0 Matters Relayed to the Clerk for Agenda of Next Meeting**

Parish Council Vacancy  
Parish Council Clerk Vacancy  
Parish Council's Budget & Precept 2015 - 2016  
Lloyds Bank Mandate Variation  
Standing Orders

## **Information Sheet attached to the Agenda**

December 2014      Herefordshire Association of Local Councils (HALC)  
Wise Owl Training Programme 2014 / 2015

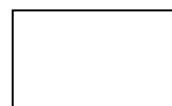
### **Planning Applications**

Number      P143359/RM  
Type          Approval of Reserved Matters  
Location      The Old School Garway Hereford HR2 8RQ  
Proposal      Reserved matters for erection of a pair of semi-detached three bedroom dwellings  
(130419/O For approval of appearance, scale and landscaping (revised scheme)

#### **Status Still Valid**

Number      P143012/F  
Type          Planning Permission  
Location      Hazelfield Farm, Broad Oak, Hereford HR2 8RZ  
Proposal      Proposed erection of dwelling for farm manager

#### **Status Still Valid**



**16.0 Confirmation of the Next Meeting Time, Date & Venue**

The next Meeting will be an Ordinary Meeting of the Parish Council to be held on **Monday 26<sup>th</sup> January 2015** in Garway Village Hall at **7.00pm**

Meeting declared closed 9.45pm

Signed.....

Councillor Mr. Anthony (Tony) Phillips Parish Council Chairman

Date 26<sup>th</sup> January 2015