

# Garway Parish Council

## Minutes of The Parish Council meeting of Garway Parish Council held in Garway School Hall on Monday 13th November 2017 at 6.30pm

**Present:** Chairman Cllr Tony Phillips, Vice – Chairman Cllr Richard Sparey, Cllr Chris Strange, Cllr Craig Hooper.

Parish Clerk- Kath Greenow

Herefordshire Associations of Local Councils - Lynda Wilcox CEO

**A resolution was passed to exclude the public and press due to legal advice to be considered**

### **1.Garway Commons**

1.1 To receive and consider confidential legal information from The Parish Council's solicitor in relation to Garway Commons.

The legal information received from the Parish Councils Solicitor was considered.

It was **RESOLVED:** to seek further legal advice from The Parish Councils Solicitor.

### **From 7pm Onwards**

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

Parish Clerk Kath Greenow, Ward Cllr David Harlow & 2 Parishioners

### **2.Apologies for Absence**

2.2 Apologies accepted from Cllr Cara Campbell

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

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

None declared

At this point in the meeting the Chairman brought forward agenda item 11 Neighbourhood plan as Cllr Craig Hooper had to leave the meeting after the agenda item had been discussed.

### **11.Neighbourhood Plan**

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

The Issues and options paper had been prepared for informal public consultation by NDP working group and Kirkwells.

It was **RESOLVED:** to approve the Issues and options paper along with a response form and call for sites information.

The completed response form households and any sites put forward by landowners would be sent to the Parish Clerk. The informal consultation would take place from the end of November – 8<sup>th</sup> January 2018.

The issues and options paper and associated documentation would be placed on the parish council website

11.2 To consider a quote from Impact print for NDP issues and options paper to be distributed to the parish

It was **RESOLVED:** to accept the quote of £361.00 +vat from impact print for the Issues and option paper and response form

### **4. Minutes**

4.1 To approve and sign the Minutes of the Parish Council Meeting held on 09/10/2017

It was **RESOLVED:** to approve and sign the Minutes of the Parish Council Meeting held on 09/10/2017

4.2 To approve and sign the Confidential Minutes of the Parish Council Meeting held on 09/10/2017

Deferred to next Meeting

4.3 To approve and sign the Minutes of the Extra Ordinary Parish Council Meeting held on 17/10/2017

It was **RESOLVED:** to approve and sign the Minutes of the Extra Ordinary Parish Council Meeting held on 17/10/2017

Cllr Craig Hooper then left the meeting

## 5. Open Session

5.1 To receive report from Ward Councillor.

The ward Cllr reported on:

### Speed restrictions in Garway and Broad Oak

ADL traffic management working for Herefordshire Council are consulting on the proposed lower speed limits in the parish. These include a 20mph zone between the school and the Moon & a lower limit of either 30 or 40 mph in Broad Oak on the B4521

5.2 To receive views of residents on parish matters.

Parishioner present advised that the Commons Association had had their AGM.

Concerns were raised by a Parishioner concerning quad bikes being ridden on the common and horse riding on the common.

The Clerk advised that she had received correspondence from a parishioner concerned that the last PC minutes

posted on the PC website are dated 10th July 2017 and the parishioner had asked for an explanation as to where the missing minutes are. The Clerk had responded to the parishioner's concerns and advised him accordingly.

## 6. Village Hall

6.1 To receive a report on the village hall

Nothing to report

6.2 To consider response from village hall trustees on the proposed agenda sent relating to meeting with the trustees

The Clerk reported that correspondence from Garway Village Hall Secretary had been received which related to the agenda sent to the village hall trustees by the Parish Council. The response from the village hall secretary was that "The Trustees are a totally independent body with ownership of the current Village Hall and those who were awarded a grant from Big Lottery for a new Community Centre. We are accountable to the Charities Commission and no one else.

The ownership of the current village hall is a red herring as it is legally owned by the trustees and registered with the Land Registry. Most of the issues you raise are part of our compliance with the Charity Commission's rules!

The PC have had non-voting observers on the committee and, so they should keep the council up to date.

The PC has no involvement with the funding body or any future involvement."

It was **RESOLVED**: that given the response from the village hall Secretary the Clerk was instructed to contact and have a meeting with Kidwells who were offering a free review of the trustee deeds for Parish Councils.

[Clerk to action and report back](#)

## 7. Finance

7.1 To note finance report

The finance report was noted at £24739.74

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

Clerks reimbursements printer cartridges £41.00

A4 Office products paper £20.85 +vat £4.17

HALC- Internal audit 2016/17 £150.00 +vat £30.00

Grant Thornton External Audit £200.00 +vat £40.00

Hoople invoice (NDP) £23.00 +vat £4.60

Office 365 Annual renewal £79.99

7.3 Payment from Western Power re Wayleave £226.00 was noted

7.4 To consider request a donation request from Dore Community Transport

It was **RESOLVED**: not to make a donation to Dore Community Transport as no donation was made last year

## **8.Lengthsman & P3**

8.1To consider work to be carried out by Lengthsman

It was **RESOLVED**: to ask the lengthsman to compile a report on the U71413 and that the Clerk submits the report to the planning officer in relation to planning application 173224.

It was **RESOLVED**: that the lengthsman carry out a maintenance day in the parish. The Clerk was asked to obtain a quote from the lengthsman for cutting back an over grown Hedgerow at Broad Oak.

[Clerk to Action](#)

## **9.Highways**

9.1To consider commenting on letter received from ADL Traffic & Highways Engineering Ltd concerning Speed Limit Review – Garway & Broad Oak.

It was **RESOLVED**: that The Parish Council would prefer to see B4521 with a 30mph and also that the speed limit at Garway primary School is 20mph .

[Clerk to Action](#)

9.2 Road issues for reporting to Balfour Beatty /Herefordshire Council

Nothing further to report. Pot Hole are still an issue in the parish and seem to be taking a long time to be attended to by Balfour Beatty.

## **10. Footpaths**

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

The footpaths officer reported that he had some volunteers to help with walking of the footpaths and that they would be reporting any footpaths issues to him.

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

Vegetation on the footpath at the Church & Old Lands Turning Cottage needs cutting back.

It was **RESOLVED**: to request the lengthsman to carry out the cutting back of the vegetation along the footpath

[Clerk to action](#)

## **12.Planning**

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

12.2To consider commenting on Herefordshire Local Plan - Travellers Sites Development Plan Document Pre-Submission Consultation

It was **RESOLVED**: to make no Comment

## **13.Correspondence**

13.1To note correspondence since last PC meeting

13.2To note HALC conference & AGM as Saturday 25<sup>th</sup> November 2017 9 am – 3pm

Noted -The Parish Clerk would be attending the HALC conference & AGM

**14. Date of next Scheduled meeting as Monday 11<sup>th</sup> December 2017 at 7pm Garway School Hall**

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