

## Minutes of Garway Parish Council Meeting

held in

Garway School Hall

Tuesday 10<sup>h</sup> July 2018

at 7.30pm

### Present

Vice Chairman, Cllr Chris Strange, Cllr Cara Campbell, Cllr Tony Phillips & Cllr Rose Sparey

In attendance

Parish Clerk Kath Greenow, and 7 members of the public

1. To consider apologies for absence

Apologies accepted from: Chairman Cllr Richard Sparey & Cllr Craig Hooper,

**In the absence of the Chairman the Vice Chairman chaired the meeting.**

### 2. Declarations of Interest & Dispensations

Cllr Phillips declared a NON-DPI on agenda item 8 Finance payment to N Maddy coaches as Cllr Phillips is the Chairman of governors at Garway Primary school.

### 3. Minutes

3.1 To approve and sign the Minutes of the Parish Council Meeting held on Tuesday 12 June 2018

It was **RESOLVED:** to agree and sign the minutes of the Parish Council Meeting held on Tuesday 12 June 2018

### 4. Reports

4.1 To receive report from Ward Councillor.

No report from the ward Cllr

4.2 To receive views of residents on parish matters.

A parishioner informed Cllrs that The AGM of the commoners Association would take place on 17<sup>th</sup> July at 7.30pm at the new community centre.

Several long-standing community events would be taking place on the common in the parish over the next few weeks.

### 5. Lengthsman & P3

5.1 To consider work to be carried out by Lengthsman

It was **RESOLVED:** that there was no further work identified for the lengthsman to attend to.

The clerk was asked to contact the lengthsman regarding the provision of dog bins to be sited at 2 locations in the parish Sn Lane and one near the Garway Moon Pub.

### 6. Footpaths

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

It was **RESOLVED:** that there was no further work identified for the lengthsman to attend to on the footpaths.

## **7.Village Hall**

7.1 To receive a report on Garway village hall.

Cllr Strange gave a report on the meetings held with village hall trustees

The meeting focussed on the governance document and compliance, which was gone through line by line. There would be a further meeting arranged. Cllr Strange handed the Clerk the village hall accounts for year end 5/04/2015, 2016 & 2017, which had been given to him by the village all secretary accounts for 2018 would be sent to the Parish Council after the Village Hall AGM .

7.2 To consider way forward regarding Garway Village Hall concerns

The date for the village Hall AGM was noted as Monday 23<sup>rd</sup> July 2018 at 8pm

## **8. Finance**

8.1 To note bank balance as per bank statement noted as £17,077.22

8.2. receive a report & recommendations from finance working group

The working group had not been able to meet, new date for working group to meet would need to be arranged

8.2a Review of risk assessment & Risk Management policy

Deferred to the next meeting

8.2b Quarterly budget monitoring report.

Deferred to the next meeting

8.3 To approve invoices/reimbursements for payments:

It was **RESOLVED**: to pay the following:

HMRC PAYE due £177.60

Clerk reimbursements/ expenses £27.42

N Maddy Coaches Invoice £275.00

(educational trip for Garway Primary School)

A4 Office Products (Ink cartridges for PC printer) £26.88 +vat £5.38

## **9.Neighbourhood Plan**

9.1 To receive a report on the NDP working group and next steps on NDP process.

Consultation has taken place in the form of 3 drop in sessions during June. Comments received from the consultation on the preferred sites an settlement boundary would be collated and considered at the next NDP meeting with a view to complete the draft NDP for the Parish Council to consider in early August.

The clerk advised that an NDP grant application had been made for £3105.00 , and has been approved by locality .

## **10.Parish Council Meetings**

10.1 To consider venue for future Parish Council Meetings.

Discussion took place concerning the venue for future parish Council meetings.

It was **RESOLVD**: that the clerk makes enquires for use of the community cafe at the new community centre for possible future Parish Council Meetings.

## **11.Planning**

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

11.2 To consider planning applications for comment.

None at the time of the agenda being sent out; however a planning consultation had been received on 6<sup>th</sup> July which would require an extra ordinary meeting to enable the Parish Council to comment.

## **12. Correspondence**

12.1 To consider request by PSA regarding an event on the commons.

A request had been made concerning the circus event on the commons. The PSA had submitted a risk assessment on the event along with insurance documentation as required.

It was noted that there were other events taking place on the commons during August and that these too would need to provide a risk assessment to be carried out and proof of insurance cover for the event.

The Parish Council could not give their permission for events to take place on the common if those responsible for the event(s) had not submitted the required documentation to the Parish Council before the events took place, and therefore those organising the event would be personally liable, not the PC .

**13. Date of next Scheduled meeting as Tuesday 4<sup>th</sup> September 2018 7.30pm Venue TBC**

**Date of next scheduled meeting noted as Tuesday 4<sup>th</sup> September 2018 7.30pm at Garway village school**

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

**A resolution will be passed to exclude the public and press due to legal advice to be considered and employment matters**

## **15. Garway Commons**

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

No legal information had been received.

Signed *Richard Sparey*

Dated 4-09-2018

Cllr Richard Sparey  
Chairman Garway Parish council