

Minutes of Garway Parish Council Meeting

held in

Garway School Hall

Tuesday 12th June 2018

at 7.30pm

Present

Chairman Cllr Richard Sparey, Cllr Craig Hooper, Cllr Chris Strange Cllr Cara Campbell Cllr Tony Phillips

In attendance

Parish Clerk Kath Greenow, and 12 members of the public

1. To consider apologies for absence

Apologies accepted from: Cllr Rose Sparey

2. Declarations of Interest & Dispensations

None declared

3. Minutes

3.1 It was **RESOLVED**: to agree and sign the Minutes of the Parish Council Meeting held on Tuesday 8th May 2018

4. Reports

4.1 To receive report from Ward Councillor.

No ward Cllrs report

4.2 To receive views of residents on parish matters.

Parishioners raised concerns regarding the meeting of Garway Village hall and the disposal of the village hall. The outcome of the vote concerning the disposal was a NO vote to disposal of Garway Village hall. Parishioners expressed concern as to the openness and transparency of the village hall charity trustees and wanted clarity on the governance structure of the new community building, which parishioners understood would become a C.I.O .

At this point in the meeting the Chairman brought forward agenda item 9.

9. Village Hall

9.1 To receive a report on Garway village hall.

Discussion took place on the village hall and parishioners concerns were noted The PC would endeavour to work with the village hall trustees as custodian trustees to seek clarity on the concerns raised and work on the way forward regarding compliance with the governing document and charity law concern trusteeship.

It was noted that there is a page missing from the governing document which needed to be attended to by the village hall committee.

It was **RESOLVED**: to appoint Cllr Chris Strange and Cllr Craig Hooper as Custodian trustees, and that the clerk advises the Chairman & secretary of Garway Village Hall Committee hall accordingly.

It was **RESOLVED**: to appoint Cllr Cara Campbell & Chairman Cllr Richard Sparey as PC representatives on the village hall committee

It was **RESOLVED:** that the clerk contacts Herefordshire Voluntary Organisation Support Services (HVOSS) with a view to convening a meeting between village hall trustees and custodian trustees to seek support/advise on trustees role and responsibilities .

5.Lengthsman & P3

5.1 To consider work to be carried out by Lengthsman.

It was **RESOLVED:** that a maintenance day is carried out by the lengthsman during June .

5.2 To agree and sign P3 and parish lengthsman contract between Garway Parish Council and Balfour Beatty.

It was **RESOLVED:** agree and sign P3 and parish lengthsman contract between Garway Parish Council and Balfour Beatty.

6. Footpaths

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

No footpaths work identified

6.2 To note invitation from Balfour Beatty on footpaths officer briefing on 27/06/2018 at 10am

The date of the footpaths officer briefing on 27/06/2018 at 10am at Rotherwas was noted. The Clerk would be attending.

7.Highways

7.1 Road issues for reporting to Balfour Beatty /Herefordshire Council

Pot holes are still waiting to be attended to by Balfour Beatty in the parish.

8.Play Area

8.1 To consider and attend to action items highlighted in the annual inspection report on the play area carried out by RoSPA Play Safety

It was **RESOLVED:** that the clerk & Cllr Strange would meet with the lengthsman to advise on work required at the play area.

10. Finance

10.1 To note bank balance as per bank statement. noted as £16857.90

10.2 To agree and adopt end of year accounts 2017/18

It was **RESOLVED:** agree and adopt end of year accounts 2017/18

10.3 To note the internal auditors report

It was **RESOLVED:** note the internal auditors report.

10.4 To agree and sign The Annual Governance statement 2017/18

It was **RESOLVED:** to agree and sign The Annual Governance statement 2017/18

10.5 To agree and sign The Annual Accounting Statement 2017/18

It was **RESOLVED:** to agree and sign The Annual Accounting Statement 2017/18

10.6 To authorise submission of the Annual Governance and Accountability Return for the year ended 31.3.2018 and supporting documents to the External Auditor

It was **RESOLVED:** authorise submission of the Annual Governance and Accountability Return for the year ended 31.3.2018 and supporting documents to the External Auditor.

10.7 To agree the schedule of clerk's salary payments for 2018/19

It was **RESOLVED:** to agree that the clerk would be paid via s/o on 26 of each month payment of salary as per clerks contracted hours and pay scale.

10.8 To agree a date for finance working group to meet to review annual risk assessment and carry out quarterly budget monitoring.

It was **RESOLVED:** that the finance working group would meet to review annual risk assessment and carry out quarterly budget monitoring. Clerk to organize date for meeting.

10.8 To approve invoices/reimbursements for payments:

It was **RESOLVED:** to pay

Clerks salary short fall for April & May 2018 £84.00

BOSS Computer repair £ 125.00+vat £25.00

10.9 To consider additional signatory on bank account

It was **RESOLVED:** to add the chairman as a bank signatory

10.10 To note bacs remittance from Herefordshire council l/man £229.80

Bacs remittance noted

11. Neighbourhood Plan

11.1 To receive a report on the NDP working group Meeting & preferred sites consultation

Cllr Hooper gave an update on the NDP. There would be a 2-week consultation on the preferred sites and proposed settlement boundaries. There would be a comments box for parishioners to put their comments in.

The consultation would take place at the new community hall and display boards would be used to display the information relating to the NDP on. Cllrs, members of the steering group and the clerk would be available to man the drop-in events, these were Thursday 21st June 7-9 pm, Saturday 23rd June 10-12 noon & Thursday 28th June 7-9pm. Information on the consultation would be placed on the parish council website.

12. Planning

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

None

12.2 To consider commenting on planning consultation: 181446 Church Farm Garway

Description: Variation of condition 2 of planning application 171971 for (proposed alterations and extensions to existing dwelling) minor amendments to the approved scheme.

It was **RESOLVED:** to Support the application.

12.3 To consider commenting on planning re – consultation 180061 Land Adjacent to St Marys Church Broad Oak Hereford. Description Proposed residential development 4 detached and semi-detached dwellings

It was **RESOLVED:** to reiterate the Parish Councils concerns as submitted in the first application, and to add that although the access has been altered the Parish Council reiterates its objection to the application on the following Road safety The Parish Council have concerns regarding the proposed access of the residential site on and off the B4521. This road currently has a 60mph and the proposed access is near a sharp bend on the B4521 which the Parish Council consider to be a road safety issue.

The proposed development is outside of the settlement boundary of the NDP

13. Correspondence

13.1 To note correspondence since last PC meeting -None

14. Date of next Scheduled meeting as Tuesday 10th July 2018 7.30pm Garway -Noted

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

None

Signed *Richard Sparey*
Cllr Richard Sparey
Chairman Garway Parish council

Dated 10-07-2018