

Minutes of Garway Parish Council Meeting

Monday 14TH January 2019

at 7pm

held in Garway Community Hall

Present: Chairman Cllr Richard Sparey arrived at 7.07pm, Vice Chairman Cllr Chris Strange & Cllr Tony Phillips

Cllr Rose Sparey

In attendance: Parish Clerk Kath Greenow & 7 Parishioners

The vice Chairman Chaired the beginning of meeting as the Chairman had not arrived.

1. Apologies for Absence

1.1 To receive and approve apologies for absence

Cllr Craig Hooper. Ward Cllr David Harlow

2. Declarations of Interest & Dispensations

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

None declared

3. Minutes

3.1 To approve and sign the minutes of the Parish Council Meeting held on Monday 10th December 2018

It was **RESOLVED:** to approve and sign the minutes of the Parish Council Meeting held on Monday 10th December 2018

4. Open Session

4.1 To receive report from Ward Councillor.

No ward Cllr present

The Chairman arrived at 7.07pm and Chairman took over chairing the meeting

4.2 To receive views of residents on parish matters. (this agenda item is limited to a maximum of 10 minutes)

Matters raised by Parishioners.

Drainage relating to Planning permission given for housing at Ivy Cottage- The points raised by Parishioners and the Parish Council had not be answered satisfactory and parishioners asked for the ward Cllr to continue to raise the issues / points with the senior planning officer of Herefordshire Council.

Proposed Certificated camp site at Newlands Farm. Parishioners raised concerns relating to the camp site. Cllrs asked the Clerk to place the matter on the next scheduled PC meeting agenda.

5. Lengthsman & P3

5.1 To consider work to be carried out by Lengthsman

It was **RESOLVED:** that the lengthsman carries out a Maintenance day in February

It was **RESOLVED:** that as part of the next maintenance day the grit bins are checked to see if they have adequate usable grit and, if not to replenish the grit in the grit bins as required.

6. Footpaths

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

Outstanding footpaths work is to be attended to

It was **RESOLVED**: that the Clerk was asked to contact the lengthsman to remind him of the outstanding works and to ask him replace the missing finger post at GW32 near Garway Court.

7.Highways

7.1 To consider road issues for reporting to Herefordshire Council

The lengthsman advised the clerk that he had contacted Balfour Beatty's locality steward with regard to the following roads in the parish

C1238.North from C1239 junction past the wood on the left to the stream crossing and railings.

The chamber cover by the stream crossing bridge is broken and caved in.

Several of the chambers on the east side of the road have no covers and are presenting a danger to vehicles passing over the verges and pedestrian walking on the verges.

A few of the chamber have old kerbs as covers.

8. Finance

8.1 To note bank balance – noted as £27474.43

8.2 To consider draft budget for 2019/20 and set precept for 2019/2020

It was **RESOLVED**: to approve the budget and set the precept as £17160.00 for 2019/20

8.3 To approve invoices/reimbursements for payments:

It was **RESOLVED**: to pay the clerks salary & PAYE

Clerks monthly salary as per schedule

HMRC-PAYE due £82.40

It was **RESOLVED**: to pay:

Terry Griffiths Lengthsman invoice TGC0611 £165.00 +vat

Terry Griffith Lengthsman Play area maintenance invoice TGC0614 £118.41+vat

Garway Village Hall donation towards village hall insurance £500.00

9.Neighbourhood Plan

9.1 To consider regulation 14 statutory consultation & dates for 6-week consultation

It was **RESOLVED**: that a 6-week statutory consultation (regulation 14) would take place from Wednesday 23rd January 2019 til 5pm Wednesday 6th March 2019.

It was **RESOLVED**: that the Clerk attends to the documentation required for putting on the website and that a notice about the NDP consultation is put on the Parish Council noticeboards, and that the clerk sends the required information to the statutory consultees and neighbouring Parish Councils as required.

The Clerk advised that Herefordshire Council NDP Team had been sent the final draft of the NDP and other required documents for the regulation 14 consultation and they would arrange for the information to go on Herefordshire Councils website. The clerk was asked to email members of the NDP working group to advise of the consultation

9.2 To consider drop in locations and dates

It was **RESOLVED**: to have 2 drop in session at Garway Community Hall on Saturday 2nd February from 10 am til 11.30am Cllrs Rose Sparey & Cllr Craig Hooper will be in attendance. Saturday 2nd March 10am til 1.30am Cllrs Richard Sparey and Cllr Cara Campbell will be in attendance

10.Planning

10.1 To note applications approved /refused by Herefordshire Council since last meeting -None

11. Correspondence

11.1 To note information corner from HALC and associated documents Noted

12. Date of next Scheduled meeting Tuesday 5th February 2019 at 7pm Garway Community Hall – Noted

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

None raised by Cllrs

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

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

14. Garway Commons

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

Members considered the legal advice from their Solicitor.

It was **RESOLVED**: to instruct the Parish Council's solicitor on matters relating to Garway Common

The Parish Council Clerk left the meeting due to the employment matters to be discussed

15. Employment matters – Clerk appraisal

Members considered the clerks appraisal and the Parish Council **RESOLVED**: to approve the increase in the Clerks salary from April 2019

Signed *Richard Sparey*
Chairman Garway Parish Council

Dated 05/02/2019