

## GARWAY PARISH COUNCIL

### Minutes of an Ordinary Parish Council Meeting held on Wednesday 27<sup>th</sup> November 2019 at 19.00 in the Community Hall

**Present ...** Councillors: Tony Phillips (Chairman), Richard Sparey, Chris Strange, Craig Hooper and Rose Sparey.

Ward Councillor Toni Fagan, Parish Clerk Mark Hearne and eight residents.

1. **Apologies for Absence...**Councillor Cara Campbell.

2. **Declarations of Interest & Dispensation**

2.1 Councillors Richard Sparey declared a DPI interest against Agenda items 5.3, 6.5 &

9.1. Councillor Craig Hooper declared a Non-DPI interest against Agenda items 6.5 &

9.1. Councillor Rose Sparey declared a DPI interest against Agenda item 5.3

3. **Minutes of previous meeting....**16<sup>th</sup> October 2019

3.1 It was RESOLVED to adopt the minutes as a true record. The minutes were signed by the Chairman.

4. **Open Session**

4.1 **Ward Councillor Toni Fagan** raised the following headline issues in her oral report noting that a fuller written report has been published on the website.

4.1.1 – Consultation on the budget for 2020/21 is coming to an end. The Corporate Plan (2020-24) will focus on:

- Building the Community
- Economy
- Environment

The draft budget and corporate plan will be presented to the full council in February 2020.

4.1.2 - £150k has been earmarked to undertake some investigatory work into the provision of council housing.

4.1.3 - £550k has been earmarked to enhance edge of care services for young people.

4.1.4 - An apprenticeship scheme for social workers will be launched in early 2020.

4.1.5 - A review into procurement process is underway with a view to saving money in the provision of services such as museums, libraries and archives.

4.1.6 -There was some discussion on the current status of the NDP where it was noted that the inclusion of the eight houses linked to the Ivy Cottage development was at the discretion of the Parish Council.

4.2 **Local Residents**– No specific issues were raised.

**5. Planning ...** Comments on applications to be determined by Herefordshire Council

- 5.1 Planning Application 193533 – Land to the west of St Marys Church, Broad Oak – Variation of condition 2 of planning permission 183951/F (Two detached dwellings with vehicle access). Amendments to design of Plot 1. Following discussion, it was RESOLVED to support the proposal and that the clerk notifies the LPA accordingly.
- 5.2 Planning Application 193555 – Stone barns at Oaklands Farm, Garway Court Lane, Garway, Herefordshire – The change of use of a range of traditional stone barns into a single residential dwelling (C3) along with works necessary for conversion. Following discussion, it was RESOLVED to support the proposal and that the clerk notifies the LPA accordingly.
- 5.3 Planning Application 192323 – Land to South of Lodge Farm, Garway, Herefordshire – Proposed erection of 3 self-contained glamping pods. Because of a declared DPI Councillors Rose and Richard Sparey left the room before the planning application was discussed. Councillors considered that the proposed glamping pods would enhance tourism in the area and were supportive of the proposal. It was RESOLVED that the clerk would inform the LPA accordingly.

**6. Finance ...**

- 6.1 The bank balance as at 31 October 2019 was £32,238.57
- 6.2 It was RESOLVED to make the following payments
  - 6.2.1 – Clerk’s salary (November 2019) as per employment contract
  - 6.2.2 – PAYE (November 2019)- £90.60
  - 6.2.3 – Stationery - £31.83
  - 6.2.4 – Postage - £7.32
  - 6.2.5 – Travel - £15.30
  - 6.2.6 – Monmouth County Council - £1090.98 - It was RESOLVED to invite tenders for grass cutting for financial year 2020/21
  - 6.2.7 – HALC - £240.00
  - 6.2.8 – H Vaughan Vaughan - £1800.00
- 6.3 Draft precept and budget 2020/21 – It was RESOLVED to leave the precept unchanged from 2019/20 at £17,160. The draft budget was considered, and it was RESOLVED that the monies allocated to the Parish Lengthsman scheme should increase to £5000. On this basis, Councillors approved the budget for 2020/21.
- 6.4 Financial Monitoring 2019/20 – The clerk presented a spreadsheet which suggests that based on historic and project spend the level of reserves at year end will be in the region of £24k.
- 6.5 Request from Village Hall Charity for grant to cover the cost of legal support (£1700.00 +VAT). Before Councillors considered the request, Councillor Craig Hooper provided a brief overview of the Charity’s finances explaining that it was anticipated that a buyer will be found for the old village hall by the end of January 2020 with completion expected by the end of March 2020. Once the sale has been completed the Charity will be financially stable. Following discussion, it was

RESOLVED to provide a grant to cover the legal fees. **Post Meeting note – during a conversation between the clerk and the secretary of the Garway Community Association on the 2 Dec 2019 it was noted that the monies sought were £720 (including VAT) consistent with the invoice presented by Gwyn James (Solicitors) on the 19<sup>th</sup> August 2019.**

- 6.6 Request for a donation from Dore Community Transport – Councillors acknowledged the importance of the service provided to local people and it was RESOLVED to donate £300.

## **7. Common**

- 7.1 Transfer of the Common - The clerk provided an update following a telephone conversation with the Land Registry earlier in the day. The Land Registry confirmed that they have all the information they need to complete the registration and suggested that all action will be completed by the end of the week beginning 2 December 2019.
- 7.2 Future Governance Arrangements for the Common – Several governance models are available for consideration and work will be required to determine which will be appropriate for the Common once the transfer to the Parish Council is finalised. It was RESOLVED to arrange a meeting with the Hill Commoners Association to discuss the issue in January 2020. There was also some discussion about marking the Registration in early January 2020.
- 7.3 Use of the Common by Ross Harriers – It was RESOLVED that the clerk write to Ross Harriers to remind them that horse riding is banned on the Common highlighting that the Countryside and Rights of Way Act 2000 and the Commons Act 2006 provide the right to roam on the Commons to members of the public but this is restricted to “on foot” only.
- 7.4 Damage to the Commons by Welsh Water – It was reported by a resident that Welsh Water have agreed to make good the damage to the verges caused by recent work on the Common. The Chairman added that he has already spoken to the developer who acknowledged that remedial work on the damaged verges etc was needed. It was RESOLVED that the clerk would write to the developer asking that this work be undertaken.
- 7.5 Common playground - It was noted in discussion that a programme of maintenance is required on the playground and this will be included on the agenda for the next meeting. It was also RESOLVED that the clerk would arrange for a ROSPA inspection of the playground.

- 8. White Rocks Lane Landslide Repairs** – It was noted that, whilst approval from the Secretary of State was required for the proposed work on the Common (diversion of an existing track), there is provision within the guidelines for that approval to be sought retrospectively. The landowners confirmed that they had acquired a quote for the work, but the Chairman suggested that it might be advisable for them to seek a second quote. It was RESOLVED that the Parish Council had no objection to the proposed work, but it was further RESOLVED that the clerk advise the insurance company once the new track has been formed.

**9. Sale of The Old Village Hall** –Following discussion, it was RESOLVED that the Parish Council would not pursue any potential purchase of the Old Village Hall.

**10. NDP** – Nothing further to discuss from that raised in the open session.

### **11. Footpaths**

11.1 It was RESOLVED to arrange for the lengthsman to clear any debris/silt from any footpaths where it has resulted in flooding.

11.2 In response to the Ramblers Association it was agreed to allow Way Mark signs to be erected on Garway Hill where it forms part of the Hereford Trail. It was RESOLVED that the clerk inform the Ramblers Association accordingly.

### **12. Lengthsman**

12.1 It was RESOLVED that the clerk contact the lengthsman to highlight the following issues that require attention and advise that a further 3 days maintenance will be required across the parish.

- The ditch at Garway Cross to be cleared.
- To clear the ditch opposite Broad Oak garage.
- Removes debris which has blocked a stile on the road close to the church at Clay field.
- Clear a blocked culvert at Longtown.

12.2 It was RESOLVED to establish a Lengthsman Working Group consisting of Councillors Chris Strange and Richard Sparey. The clerk will act as the interface between the Working Group and the lengthsman.

**13. Adoption of Standing Orders 2019 Financial Regulations 2019** – It was RESOLVED to adopt both the Standing Orders and Financial Regulations with the documents to be published on the website.

### **14. Clerk Correspondence**

14.1 – Garway Common Playground – this issue was discussed earlier in the meeting under agenda item 7.

14.2 – Issues outside the public house and Broad Oak – The area close to the public house is a quagmire and it was RESOLVED to include this issue on the agenda for the next Parish Council meeting.

14.3 – Signage for Drive – In discussing a request from the Trustees of the Garway Community Association for support for signage, Councillors decided against offering a financial contribution given the decision to provide them with a grant to cover recent legal fees. It was RESOLVED that the clerk would advise the Garway Community Association accordingly.

**15. Matters for the next meeting scheduled for Thursday 30<sup>th</sup> January 2020 at 19.00hrs.**

Meeting closed at 21.10 hrs

SIGNED ..... DATE .....