

GARWAY PARISH COUNCIL

Minutes of a Parish Council Meeting held remotely on Thursday 30th July 2020 at 19.00hrs

Present ... Councillors: Tony Phillips (Chairman), Cara Campbell, Rose Sparey and Phil Tucker

Also present were: Ward Councillor Fagan, Parish Clerk Mark Hearne and eight residents.

1. **Apologies for Absence...** Councillors Chris Strange and Richard Sparey.
2. **Declarations of Interest & Dispensation** – There were none
3. **Minutes of the previous meeting on 2nd July 2020** – A resident commented that the statement at paragraph 12 of the previous minutes was incorrect as the Community Centre Committee does not exist and reference to this body should be deleted. With this amendment it was RESOLVED to adopt the minutes as a true record, and these will be signed by the Chairman in due course.
4. **Open Session**
 - 4.1 **Ward Councillor Toni Fagan** raised the following issues:
 - 4.1.1 – No further written report has been issued since the last meeting with the next update due to be circulated in August 2020.
 - 4.1.2 – Transport restructuring in Hereford is taking place to allow wider pavements to facilitate proper social distancing. People should be encouraged to support local traders in Hereford.
 - 4.2 **Local Residents**– The following issues were raised:
 - 4.2.1 – In response to a query from a resident Councillor Campbell agreed to make some hedgehog signs.
 - 4.2.2 – Councillor Tucker raised the issue of the phone box in Broad Oak and asked if the Parish Council could adopt it. The Clerk mentioned that he had seen a note from BT seeking views on adopting phone boxes and it was RESOLVED that further investigation would be undertaken with a view to including this issue on the agenda for the next meeting. Ward Councillor Fagan added that this phone box does have historical value and would ask Councillor Jeremy Milne who has the necessary background information to get in touch with Councillor Phil Tucker.
 - 4.2.3 – Councillor Tucker raised concerns over the tarmac applied to the driveways to the dwellings at the rear of Ivy Cottage and considered that this will lead to run-off with the potential to cause problems in the winter. It was RESOLVED that the Clerk ask the Planning Enforcement Officer at Herefordshire Council to investigate the issue.
 - 4.2.4 – Councillor Tucker also reported a collapsed storm drain outside his property and the Chairman suggested he raise this direct with the Locality Steward through the link which is provided in his weekly reports.

5. **Neighbourhood Development Plan** - The Clerk advised that the questions submitted by the Examiner had been forwarded to Kirkwells and their proposed response had been circulated in advance of the meeting. Following discussion, it was RESOLVED to approve the proposed responses to the Examiner subject to an introduction to the NDP plan which will be provided by Councillor Tucker. It was further RESOLVED that the Clerk notify the NDP team at Herefordshire Council accordingly.

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

6.1 Planning Re-consultation – 194052 – Lemsford, Broad Oak, Herefordshire, HR2 8DZ – Site for the erection of one detached dwelling and two bungalows. Following discussion, it was decided to continue to object to the application for the reasons submitted in response to the previous application and it was RESOLVED that the Clerk notifies the LPA accordingly. (Note – Councillor Campbell left the meeting at this point on the agenda).

7. **Finance**

7.1 The bank balance on 30th June 2020 was £27,349.53

7.2 It was RESOLVED to make the following payments:

7.2.1 – Clerk’s salary in accordance with his employment contract (July 2020)

7.2.2 – PAYE (July 2020) - £93.60

7.2.3 – Postage - £7.80

7.2.4 – Lengthsman - £1004.40 – subject to perusal of the invoices by the Chairman

(Post meeting note – The Chairman confirmed that he is content for the invoices to be paid). Councillor Rose Sparey questioned whether the Parish Council should be funding maintenance work on the cattle grid at Tennesfield Drive as this is privately owned. It was RESOLVED that this issue is included on the agenda for the next meeting.

8. **Clerk Correspondence –**

8.1 - A resident asked if the grass verge outside their property at Broad Oak could be reinstated. The Chairman confirmed that this work has now been undertaken.

8.2 – A resident asked if she could join the Commons Working Group and Councillor Tucker had already acknowledged the request. Councillor Rose Sparey also asked to join the group,

8.3 – A resident had raised the following issues:

8.3.1 – Speed camera

8.3.2 – Working Group for the Commons – this prompted some discussion and the resident who was present at the meeting expressed some frustration over the length of time it was taking to establish the working group to consider the governance arrangement for the commons. It was agreed that the output from the previous survey undertaken by Caroline Hanks plus a survey of the flora and fauna might be useful for the working group to consider.

8.3.3 – Recommended a tree surgeon

9. Commons

9.1 Membership of the Commons Working Group— Following discussion it was RESOLVED that the following individuals will form the Working Group to consider the governance arrangements for the Commons.

- Cllr Phil Tucker – Chair
- Cllr Rose Sparey
- Les Watson
- Lesley Whistance
- Michael Baylis
- Rachel Wood

It was further RESOLVED that that the Working Group should report back to the Parish Council within 3 months from the date of the first meeting.

9.2 Refund of financial donations from third parties – The Clerk confirmed that over £35k had been spent on legal fees and exceeds the donations received and, on this basis, it was RESOLVED that it would be impracticable to offer any refunds.

9.3 A letter of thanks to financial donors – It was RESOLVED that a letter of thanks should now be issued to all those who made financial donations to cover the legal costs. Councillors asked for sight of the draft letter before it is issued.

9.4 To provide an update on the proposed survey of the Common. Councillor Tucker confirmed that he will discuss the proposed survey with Caroline Hanks when she returns from leave.

10. Footpaths – The following issues were raised.

10.1 There is no evidence that the footpaths contractor has undertaken any recent work on the footpaths, and it was RESOLVED that the Clerk remind him that these tasks remain outstanding and require his urgent attention. Councillor Tucker reported that a lynchpin on a gate neat the church (GW9) is missing. Councillor Tucker also suggested that a small working party might be formed to undertake some routine maintenance on the footpaths but asked for clarification on whether volunteers would be covered by the Parish Council's insurance. It was RESOLVED that the Clerk check with the insurance company. In response to a request from Councillor Tucker it was RESOLVED that the Clerk ask the Locality Steward if he could supply footpath directional markers.

11. Lengthsman – The Chairman confirmed that he will scrutinize the recent invoices from the Lengthsman before approving payment. It was RESOLVED that a letter is issued to the Lengthsman confirming a maintenance schedule consisting of one working day per month at a daily rate of £372 (ex VAT) subject to a six-month review.

12. Speed Cameras – It was RESOLVED that the Clerk investigates the possibility of a loan of a speed camera.

13. **The Children's Playground** – It was RESOLVED that the Clerk circulates a copy of the most recent ROSPA inspection and provide details of companies who supply play equipment. With this information it was RESOLVED that the Chairman arrange for any dangerous equipment to be repaired or replaced as a matter of priority but invite companies to quote for a range of new equipment. It was RESOLVED that the Clerk checks whether insurance covers or is necessary for volunteers who would like to keep the play area clean and tidy.

14. **Matters for the next scheduled meeting.**

- Fund raising for play equipment
- Adoption of BT Phone Box – Broad Oak
- Maintenance of cattle grid at Tennesfield Drive.

15. **Date of Next Parish Council meeting** - 24th September 2020

Meeting closed at 20.40 hrs

SIGNED DATE