

GARWAY PARISH COUNCIL

Minutes of a Parish Council Meeting held remotely on Thursday 28th January 2021 at 19.00hrs

Present ... Councillors: Tony Phillips (Chairman), Chris Strange, Rose Sparey and Phil Tucker.

Also present were: Mark Hearne (Parish Clerk) and six residents.

1. **Apologies for Absence...**None.
2. **Declarations of Interest & Requests for Dispensation** – None
3. **Minutes of the previous meeting on 10th December 2020** – 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** was not present at the meeting.
 - 4.2 **Local Residents**– The following issues were raised.
 - 4.2.1 – A resident sought clarification of the NDP site submission that he had left with the previous Parish Clerk approximately 2 years ago. As a result, the sites were never considered and did not form part of the NDP which has now passed all stages and is awaiting a referendum. The Chairman added that there is probably little or nothing that can be done at this stage of the NDP process.
5. **Sale of the old village hall** – Mr Craig Hooper, Chair of the Garway Village Hall Committee, updated the meeting by explaining that the second tender is due to close on Friday 29th January 2021 and based on the interest shown expects to receive several bids in line with the evaluation. If this does not materialise it will be necessary to arrange a meeting with all principal stakeholders to agree next steps. Mr Hooper further explained that the Big Lottery Community Fund had expressed concern over the inclusion of a ransom strip as part of the proposed sale and had advised that, should there be any movement away from this stipulation, it would require a fresh consultation with the Parish Council and the local community. Mr Hooper added that under the operating rules of the Charity it is a requirement to accept the highest bid.
6. **Planning ...** To consider planning applications received from Herefordshire Council. No planning applications were received.
7. **Finance**
 - 7.1 The current bank balance is £29,745.94.
 - 7.2 It was RESOLVED to make the following payments:

- 7.2.1 Clerk's salary in accordance with his employment contract (December 2020 & January 2021)
- 7.2.2 PAYE (December 2020 & January 2021) - £186.40
- 7.2.3 Postage - £15.72
- 7.2.4 ICO payment - £40.00

8. **Clerk Correspondence** – Correspondence on the following issues has been received:

8.1 – WEL Medical Ltd have written advising the electrode pads on the defibrillator need replacing and it was RESOLVED that the Clerk purchases the part accordingly.

8.2 – Two landowners had responded to the Clerk's letter asking for routine maintenance to be undertaken on their trees. It was RESOLVED that Councillor Rose Sparey would speak to Mr John Francis asking him to attend to his trees on Blackhouse Common and between the chapel and Lodge Farm.

8.3 – The issue relating to the missing NDP site submissions which had been discussed earlier in the meeting.

9. **Commons** - Councillor Tucker reported that there is little to report but is intending to organise another meeting of the working group in the near future. He was disappointed that he had not been allowed to attend the Commoners Association AGM. Councillor Rose Sparey provided a brief report of the key discussion points from the meeting. Mrs Lesley Whistance also provided feedback from the meeting which will be circulated to Councillors for information. There was discussion on whether the Parish Council would cover the cost of planings on the track to the Upper Common. The Chairman suggested that the Commoners Association outline what support they would like from the Parish Council and submit a costed proposal at the next meeting. There was also some discussion on the high volume of vehicles using the track to access the Common and it was RESOLVED to bring this to the attention of the local police. The Garway Hill Commoners Association's offer to provide some ideas on the future governance arrangements for the Common was gratefully accepted by Councillors.

10. **Footpaths** – The Footpaths Officer reported the following issues:

- A broken stile at GW25
- A new stile required at GW20 (Old Garden Farm)

It was RESOLVED that the Clerk brings both issues to the attention of the Locality Steward.

11. **Lengthsman**

11.1 Councillors considered the quotes from the Lengthsman for a range of work identified by the Parish Council and concluded that it would be appropriate to acquire at least one additional quote.

11.2 – The Clerk confirmed that the cost of a metal dog bin is £118 but has not had confirmation from the Lengthsman that he will empty the bin as part of his maintenance day. It was RESOLVED that, provided the Lengthsman confirms, in writing, that he will empty the dog bins without an additional charge, the procurement of said bin could proceed.

11.3 – Councillor Rose Sparey mentioned the poor condition of the road at Trewadoc (between Garway and Kentchurch) and it was RESOLVED that the Clerk brings this to the attention of the Locality Steward.

12. Children’s Playground – Mrs Sue Thomas explained that three quotes have been received for revamping the playground all of which fall between £30-£40k. It was agreed that action should be taken to apply for grant funding which, if acquired, would be supported by a possible contribution from the Parish Council. It was RESOLVED that the Clerk works with Mrs Thomas to try to secure grant funding. The Chairman suggested that a decision on the preferred supplier should be reached at the next Parish Council meeting

13. To review and approve Standing Orders, Financial Regulations and Risk Management plan. It was RESOLVED to adopt Standing Orders, Financial Regulations and the Risk Management Plan which had been presented to Councillors.

14. HALC Training - To consider the training modules available until 31 March 2021 and approve bookings as required. Councillors decided against pursuing any of the training courses at this time.

15. Matters for the next scheduled meeting – None were raised.

16. Date of Next Parish Council meeting – 25th February 2021

Meeting closed at 20.41hrs

SIGNED DATE