

## WHITCHURCH AND GANAREW GROUP PARISH COUNCIL

### Minutes of the meeting held on 11 June 2013 at Whitchurch Memorial Hall

**PRESENT** G Hiscox (Chairman) J Dixon T Roberts B Hendley M Jenkins D Williams S Cole W Walby G Jones S Lowthian J Smith-Milne

**ATTENDING** K Shilton (Clerk) Ward Councillor J Jarvis

**1. OPEN DISCUSSION FOR THE PUBLIC** Not required

**2. APOLOGIES** S McInerney

**3. DECLARATIONS OF INTEREST** None

**4. MINUTES OF THE LAST MEETING HELD ON 14 MAY 2013**

S Lowthian stated that he had not participated in the preparation or content of the February 2013 Chairman's report and requested that his name was deleted from this part of the minutes.

The minutes were then agreed and confirmed and signed by the Chairman.

**5. ACTION POINTS FROM THE MINUTES**

D Williams reported that S Lowthian should have declared his interest regarding the discussion on the public footpath beside his property especially as he had questioned matters concerning finance. The Chairman requested the Clerk to give guidance on this matter. The Clerk confirmed that the statement made by D Williams was correct and that it was always good policy to declare an interest especially when financial matters were discussed. Other matters from the agenda.

Damaged road sign A40. The Clerk has reported this to Amey/Highways. Clock Tower lighting. J Smith-Milne will organise inspection.

**6. INTRODUCTIONS FROM NEW COUNCIL MEMBERS**

B Hendley S Cole G Jones and M Jenkins gave a brief introduction followed by all other Council members.

It was agreed contact details of all Council members would be prepared and distributed.

**7. DELEGATION OF APPOINTED OFFICERS AND WORKING GROUPS**

Following an introduction from the Chairman and discussion from all members on their own views and opinions the following appointments were agreed.

Footpaths Officer R Smith. This also requires two further people to assist in covering the Parish footpaths.

Lengthsman / grass cutting and Play Area (when reopened). S Lowthian and M Jenkins

Ward Councillor J Jarvis agreed to obtain maps to show responsibility of Highways and Herefordshire Council.

Publicity. J Dixon and B Hendley

Planning applications. It was agreed that all members of the Council would continue to be involved with planning applications and related matters.

Finance working group. Confirmed as T Roberts J Smith-Milne S McInerney G Hiscox and K Shilton as Financial Officer.

## **8. REPORTS RECEIVED**

The Chairman explained that following future Parish Council meetings the Clerk had agreed to distribute to all members the agreed action points of the meeting.

The Chairman thanked J Fellows and R Smith for all the work they had recently carried out on the Play Area.

Ward Councillor J Jarvis commented on the present planning applications and the related situations.

Finance. T Roberts reviewed the proposed the new budget breakdown for 2013/14 and notes from the Working Group meeting which had been circulated to all members prior to the Council meeting.

The meeting agreed the revised budget proposals 2013/2014 being proposed by D Williams and seconded by R Smith.

Footpaths. R Smith reported that WC6 fallen trees had now been cut clear and will make contact with the Forestry Commission to determine if further work can be carried out.

WC93 will be walked and inspected.

## **9. FINANCIAL MATTERS**

The Clerk reviewed the bank account status.

A new bank mandate was prepared and agreed with signatures D Williams T Roberts J Dixon J Hiscox and J Smith-Milne. Any two of these signatures will be required on cheques and financial documents.

The following payments were agreed:

Insurance AON £280.73

Lengthsman £852.00

Labels for Parish Plan £10.80

Clerk fee £400.00

Expenses £21.80 and travel £22.10

## **10. PLANNING MATTERS AND APPLICATIONS**

Losito Stud. Menage from a brown field site. The meeting objected to this application and the manner in which these applications were being made.

Haygrove Nursery. The Clerk was requested to write to Goodrich Parish Council on behalf of Whitchurch and Ganarew Group Parish Council supporting the actions they were taking.

## **11. PLAY AREA**

The Chairman presented a prepared options sheet demonstrating costs and actions required. After discussion the meeting agreed to proceed with option 2 being to upgrade and re-open the existing play area as soon as possible.

It was agreed S Lowthian contact Herefordshire Council to determine if grants were available and present this information at the next July 2013 Council meeting.

**12. PARISH PLAN**

J Dixon reported that actions were progressing well and the promotion for PLANNING FOR REAL EVENT 13 and 14 July 2013 would start shortly.

**13. REPAIRS TO TOURIST MAPS**

These continue to require attention. J Smith-Milne will investigate further.

**14. CORRESPONDENCE INCLUDING MATTERS CIRCULATED PRIOR TO THE MEETING**

The Clerk will re-send information from the Parish Council Liaison Officer.

**15. ITEMS FOR THE NEXT AGENDA**

Tourist Maps.

Play Area.

Parish Plan.

Highways, Potholes, J Jarvis update.

Doward Potholes, some now severe.

Ideas to brighten up the Village.

**NEXT MEETING TO BE HELD ON 9 JULY 2013 AT 7.00 PM AT WHITCHURCH MEMORIAL HALL.**

The meeting started at 7.00 pm and ended at 9.30 pm

Signed.....Chairman

Date.....