

## WHITCHURCH AND GANAREW GROUP PARISH COUNCIL

### Minutes of the meeting held on 12 May 2015 at Whitchurch Memorial Hall

**PRESENT** G Hiscox (Chairman) D Williams S Cole S McInerney J Dixon R Smith

**ATTENDING** K Shilton (Clerk) Ward Councillor P Newman

### ANNUAL MEETING OF THE PARISH COUNCIL

**All Council members signed their Declarations of Acceptance of Office** for the new term of the Council. All Council members have been sent by email details to complete the Notice of Registrable Interests which require returning to the Monitoring Officer.

**Appointment of Chairman.** It was proposed by D Williams seconded by J Dixon and agreed by all members present that G Hiscox be appointed Chairman. G Hiscox signed the Declaration of Acceptance of Office of Chairman.

**Appointment of Vice Chairman.** It was proposed by G Hiscox seconded by S McInerney and agreed by all members present that R Smith be appointed Vice Chairman.

#### **Appointment of Officers and Working Groups.**

Footpaths Officer. R Smith.

Lengthsman and Grass Cutting Working Group. Chairman and Clerk with assistance from D Williams.

Finance Working Group. J Smith-Milne G Hiscox S McInerney and Clerk.

Village Hall Representative. D Williams.

Website and Publicity. G Litson R Smith.

Christmas Activities. J Smith-Milne.

Ganarew Representative S McInerney.

Play Area. Project Leader S Cole.

**Chairman's Report.** G Hiscox thanked past Council Members T Roberts S Lothian and M Jenkins for their time and efforts for the Parish Council and all Council Members present for their continued work and support which was appreciated. The meeting was minded that six vacancies are available for new Council Members.

A Newsletter is being prepared which will be hand delivered to all homes in the Parish. This will also highlight the Parish Council Membership availability. It is planned that a similar Newsletter will be prepared each quarter.

**Ward Councillor** P Newman thanked all members for their work and time given to Parish matters and looked forward to working with the Council and supporting them on future issues. The Ward Councillor highlighted news from Herefordshire Council including an update on the Planning Development Strategy.

**Dates and times of future meetings.** The meetings will remain on the second Tuesday of each calendar month with the exception of August and January when no meeting will take place unless there are urgent business matters to attend. The meetings will continue to start at 7.00 pm but it was proposed by D Williams that perhaps this should be re-considered if it was an incentive to new Members.

**Financial Report year ending 31 March 2015.** This had been circulated to all members prior to the meeting. The Clerk reviewed the report which was accepted and approved by the Council members. The audit papers were signed by the Chairman and Clerk in preparation for the internal and external audits.

## **ORDINARY PARISH COUNCIL MEETING MAY 2015.**

**1. APOLOGIES** None.

**2. DECLARATIONS OF INTEREST** None.

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

### **4. MINUTES OF THE LAST MEETING HELD ON THE 14 APRIL 2015**

The text Well Vale Lane was corrected. The minutes were then agreed and confirmed and signed by the Chairman.

### **5. ACTION POINTS FROM THE MINUTES**

- Horse box pavement obstruction. S Cole reported that Balfour Beatty will investigate this matter.
- Bank towards Crocker's Ash. S Cole will explain this situation to Balfour Beatty and arrange an inspection.
- Notice Board relocation. The Chairman will arrange for this to be mentioned in the Parish Newsletter. D Williams suggested that perhaps an improvement of the whole area could be considered.
- Red Telephone Boxes. Volunteers are required to clean and help renovate these assets. This programme will be arranged in the near future.

### **6. REPORTS RECEIVED**

**Chairman.** It was emphasized that more support was needed from the community if projects were to be successful and it is hoped that the proposed Newsletter will initiate a positive response.

**Lengthsman and Grass Cutting Working Group.** The new schedule of planned work 2 full days second week of each month is now in place.

**Footpaths.** R Smith reported that the new Lengthsman schedule of 1 full working day second week of the month was now in place. Hewlings Lane and Yew Tree Lane have now been cleared. Where the Lengthsman finds difficulty locating a public footpath D Williams was pleased to offer additional guidance.

**Website and Publicity.** Development continues on both websites.

### **7. FINANCIAL MATTERS**

The Clerk reported the present bank account status.

The first precept payment £13500.00 has been received.

Payments:

Clerk fee £483.00 Travel £19.50 Administration £13.50

Lengthsman and Footpaths work £1314.00

Audit fee £40.00

Insurance £281.58

## **8. PLANNING MATTERS AND APPLICATIONS**

150967 Orde House proposed construction of indoor pool building. No objections but members were concerned regarding the entrance to the property. This will be inspected by the Chairman and Clerk.

150973 High Croft proposed demolition of existing house and erection of detached pitched roof eco house. No objections.

150413 Eastfield proposed single storey sun room to the side of the house. No objections.

## **9. PARISH PLAN UPDATE**

J Dixon reported that of the 5 present projects only 1 project Litter Pick has been actioned. The meeting appreciated that at present the few Council members were limited in time allocation and once again it was stressed the need for more community involvement and more new Council members.

A further 5 projects were proposed.

Footpaths Riverside Walks and Cycle Ways.

Impact of tourist traffic.

Recycling.

Location information Publicity and Business Promotion.

Community help for residents in difficulty.

New leaders are required for these projects. The Clerk was requested to send the above topics to all Council members for their consideration. Furthermore, community support was urgently required.

## **10. NEIGHBOURHOOD PLAN UPDATE**

J Dixon reported that a further meeting was planned in the near future, but to date he was still waiting for feedback on progress from the Project Leaders.

The application for a grant from Awards For All is progressing.

## **11. PLAY AREA**

S Cole agreed to be Project Manager for the Play Area. It was agreed a site meeting would take place and from this an action plan implemented. The Chairman will circulate suggested dates and times to all Council members.

D Williams proposed that a sign should be made and installed informing the public of our plans for the area. This was considered a good idea and D Williams was requested to develop this sign for approval.

**12. LITTER IN THE PARISH**

It was agreed that litter on the A40 and in the Parish generally was at an unacceptable level. Regarding the A40 our Ward Councillor agreed to try to establish the authority and contact name to initiate action.

**13. LEWSTONE FLOODING CONCERNS**

S McInerney requested Balfour Beatty provide an engineer for a site inspection and report as a matter of urgency. The meeting agreed that since an initial meeting with the Locality Steward, little action has taken place. It was agreed that the Clerk contact the Locality Steward for a response to this matter.

**14. CORRESPONDENCE RECEIVED AND DISTRIBUTED** No further comments.

**15. ITEMS FOR THE NEXT AGENDA** None submitted.

**NEXT MEETING TO BE HELD ON 9 JUNE 2015 AT 7 PM AT WHITCHURCH MEMORIAL HALL.**

The meeting started at 7.00 pm and ended at 8.30 pm

Signed.....Chairman

Date.....