

WALFORD PARISH COUNCIL

Minutes of a meeting of the Parish Council

Held at 7.30 pm on Wednesday 9th November in Bishopswood Village Hall**Present:** Cllr Frank Myers - Chairman.

Dave Berry, Cheryl Carpenter, Sandra Cole, Simeon Cole, John Daniels, Heather Evans, Philip Heath, Terry Snow, Marc Thomas.

In attendance: Clerk – Catherine Murray and several members of the Public.

1. **To accept apologies for absence:** Ward Councillor John Jarvis, Eric Drummond, Luke Freeman, George Jones.
2. **To receive declarations of personal/prejudicial interest:** None received.
The Chairman gave notice that he has been appointed a Non-Executive Director of the Wye Valley NHS Trust with effect from 1st November 2011.
3. **Open Session – reports:**
 - 3.1 **To receive a verbal report from West Mercia Police:** The Police representative gave her report; a copy is available from the Clerk.
 - 3.2 **To receive a verbal report from Ward Councillor Jarvis:** Cllr Jarvis was not present. The Chairman read out a written report, which is available from the Clerk.
3.2.1 & 3.2.2 No discussion, as Cllr Jarvis was not present.
4. **To adopt minutes of the previous Parish Council meeting – 12/10/11.** A small correction was made by the Clerk and it was **RESOLVED** to adopt the minutes as a true and accurate record.
5. **Planning:** See Planning Appendix B.
 - 5.1 **To consider and comment upon the following Planning Applications:**
 - 5.1.1 DMS/112732/F – Plum Tree Cottage, Forest Green, HR9 5RF. There were no objections.
 - 5.2 **Planning consents noted:** 5.2.1 – 5.2.3 DMS/112339/F. DMS/112393/E. DMS/112532/F.
 - 5.3 – 5.5 **Planning refusals / Planning enforcements / Withdrawn applications:** None had been received.
 - 5.6 **Notice of Determination:** DMS/112662/D. Noted.
 - 5.7 The Journal of Local Planning was not discussed, as the information requested by The Clerk had not been received.
6. **Finance:** See Appendix A – Finance Statement.
 - 6.1 – 6.3 The Finance Chairman gave his update and advised the PC of the amount proposed by the Finance Committee for the precept request and the decision made on Councillors' Expenses and training budgets. It was reported that, based upon the information currently available, it was felt likely that the precept would not require to be increased by more than £500 (to £13,000). This would be reviewed before the figure needs to be finally set at the end of January 2012 and an extra meeting of the Finance Committee has been put in the diary to deal with this.
7. **Roads:**
 - 7.1 It was **RESOLVED** that the Chairman and Clerk will organise a meeting with the person responsible for the management of Highways, to express concerns about how the roads are being managed. Councillors Cole and Evans will also attend. <<**Action Chairman and Clerk**>> The Clerk was asked to discover the outcome of WPC's application to join the Winter Community Self Help Scheme. <<**Action Clerk**>> A Cllr enquired whether necessary Highways work which is not done by Amey, could be contracted locally and then charged to Amey; another for a breakdown of survey/site costs for the Kerne Bridge junction. It was **RESOLVED** to ask these questions, when the meeting takes place about the Highways. <<**Action Chairman and Clerk**>>
 - 7.2 The skimming of snow on the top roads in the Parish was discussed, and it was **RESOLVED** not to take any further action on this matter.
8. **Lengthsman:**
 - 8.1 There was no update from the Lengthsman co-ordinator.
 - 8.2 Graffiti was mentioned on the bus shelter at Coughton, can it be removed? <<**Action Cllr Freeman**>>
9. **Rights of Way:**
 - 9.1 The Rights of Way Officer gave her update, a fallen tree has been cleared from a ROW.
 - 9.2 A Councillor mentioned that he had reported some issues to the Rights of Way Officer, for attention.
10. **Recreational Field.** The Clerk advised the PC that the Recreational Field working group should now become a committee, as it has now grown beyond an information gathering group. It was **RESOLVED** that the Working Group should become a Committee, which would bring recommendations and minutes to the PC for approval. The Working Group was asked to prepare new Committee Terms of Reference, to bring to the next PC meeting on 14th December for approval and incorporation into the PC Standing Orders. The Clerk was asked to obtain model Terms of Reference from the appropriate authorities and supply these to the members of the Working Group so that they could be used as a guide. <<**Action Recreational Field Working Group & Clerk**>>
11. **Kerne Bridge Canoe Launch:** The Chairman explained that the Business Plan had been submitted to Herefordshire Council. They had expressed satisfaction with its completeness and their response is awaited.

The Working Group can meet with representatives of Bishopswood Village Hall in the next few weeks, where the scope of their involvement will be discussed and defined. <<**Action Kerne Bridge Canoe Launch Working Group**>>

12. **Parish Plan:** The Clerk was asked to investigate the grant which is available from HALC. It was **RESOLVED** that Cllr Freeman should find out how much it will cost to get the existing Parish Plan signed off and that he should arrange for relevant Companies to be given copies of the Plan, in order for them to quote on completing the Parish Plan. Cllr Freeman should bring the information back to the PC for a decision. <<**Action Councillor Freeman**>>
13. **Forest Green:** There was an update on progress, more information is needed with evidence of current use. Please send this to the Clerk or to Councillor Carpenter. <<**Action Councillors and members of the public**>>
14. **Councillor's reports on Local matters:** Councillor Berry gave an update on Broadband, he will be setting up drop off points at the two Village Halls, for the recent survey forms and will arrange advertising to promote public participation. <<**Action Councillor Berry**>> Councillor Daniels is trying to organise another Meet Your Councillors session at the School, the Chairman will be going to the School soon and will make enquiries whilst he is there. <<**Action Chairman**>> Councillor Daniels requested answers on: Refuse collection by BVS, a refuse bin at the Canoe Launch, a Fire Hydrant opposite CATS, whether the signs outside The Wye Valley Spa are legal, and the cutting of the hedge on the B4234. The Clerk is to check on the sign outside the Wye Valley Spa and to make enquiries about who should send a letter to those responsible for the hedge.<<**Action Clerk**>> Councillor Heath gave an update on the Walford Links project and said that permission has recently been given to approach the landowners concerned.
15. **Correspondence received: See Appendix C.** Correspondence was noted and a long discussion was had about a response to the LDF consultation. It was **RESOLVED** that the PC should draft a response based on Ward Councillor Jarvis's recommendations contained within his latest report, that it should be circulated to all Councillors and then sent off to Hereford by 28th November. <<**Action Chairman & Clerk & Councillors**>> The letter of response from Richard Ball regarding the red road junction was read out by the Clerk and a Councillor asked if WPC could ask for a detailed price breakdown of the costs of the work, at the meeting which is to be arranged. <<**Action Chairman & Councillors**>>
16. **Clerk's reports. See Appendix D.** Noted.
17. **Meetings Schedule for 2011:** It was **RESOLVED** to adopt the schedule of Parish Council meetings for 2012, it was noted that there will be an additional Finance meeting before the Full Council meeting on January 11th.
18. **Matters for the next Agenda:** To invite a presentation on the use and provision of a defibrillator machine in The Parish. Councillor Carpenter is to send the details to the Clerk, so that the Clerk can invite the speaker to attend the next PC meeting. <<**Action Councillor Carpenter and Clerk**>> How to protect our War Memorials. The Clerk was asked to follow up the smart water technology and, in order to preserve the information contained on them, to get photos of the War Memorials and check on the PC insurance cover for them. <<**Action Clerk**>>
19. **Open Session for views & queries from local residents:** A parishioner mentioned that she wanted to cut some dangerous trees on her land, adjacent to the Wye Valley Walk, the Clerk was asked to get in touch with Public Rights of Way, to discover whether permission is required before this work can commence. <<**Action Clerk**>> Another Parishioner queried whether the County had a quota of future sites for mobile homes, as it doesn't seem to be included in the LDF plan on the HC website, it was suggested that this topic could be covered in Walford's Parish Plan. <<**Action WPC**>> An enquiry was made as to whether the white lines in the laybys at the side of the road could be re-instated, as visibility of the road edge can be bad, especially coming out of Leys Hill. The Clerk is to make enquiries. <<**Action Clerk**>> There was a query about the Recreational Field Working Group becoming a Committee and how far it could go before a Public meeting is called and the form that the Committee meetings would take. The Chairman explained that the Committee will not be able to do anything before they have gone to the Parish Council and the Public. The Clerk was asked to find out if there is public speaking time at Committee meetings, as in Full Council meetings. <<**Action Clerk**>>
20. **To note date of next meeting – Wednesday 14th December:** Full Council at 7.30pm at Walford Village Hall.
