

WALFORD PARISH COUNCIL

Parish Clerk: Catherine Murray. Rose Cottage, Coughton, Ross on Wye, Herefordshire, HR9 5SF. **E Mail:** clerk@walford-pc.org.uk
Website: www.walford-pc.org.uk

Minutes of the Annual Council meeting of the Parish Council at Bishopswood Village Hall Held on Wednesday 9th May 2012 at 7.30pm

Present: Frank Myers – Chairman.

Dave Berry, Cheryl Carpenter, Simeon Cole, Sandra Cole, John Daniels, Eric Drummond, Heather Evans, Luke Freeman, Philip Heath, Terry Snow.

In attendance: Clerk – Catherine Murray and approximately 15 members of the public.

1 To elect the following, by means of a paper ballot:

1.1 Chairman and Vice Chairman of the Parish Council. Following nominations and a paper ballot, the count of which was verified by a member of the public, Cllr Frank Myers was appointed as Chairman and Cllr Philip Heath as Vice Chairman.

2 To accept apologies for absence: Cllr Mark Thomas and Ward Cllr John Jarvis.

2.1 To discuss the PC vacancy and by election, called following receipt of an election request form signed by 10 parishioners. And to note that if the Parish Council vacancy is contested, the by election will be held on 31st May. The election was discussed, the date noted and the PC **RESOLVED** to request polling cards from Herefordshire Council.

3 To receive declarations of interest. None were declared.

4 To consider representation on and appoint Chairmen and members of the following Committees

4.1 Finance Committee. 4.2 Recreational Field Committee. It was **RESOLVED** that the membership of both committees should remain the same.

5 To consider and appoint Parish Council Working Group members and representatives for external bodies

Kerne Bridge Canoe Launch Management Working Group, Forest Green Working Group, WPC Community Officer, HALC, AONB. It was **RESOLVED** that all the members of the above working groups and representatives should remain the same, with the exception of the AONB, Cllr Philip Heath was duly appointed as the PC representative of the AONB. The positions of Village Hall representative and Emergency Co-ordinator will be discussed at the next PC meeting on 13th June.

6 To accept minutes of the APM and Full Council meetings held on 11th April 2012. It was unanimously **RESOLVED** to accept the minutes of the APM and Full Council meetings held on 11/04/12 as a true and accurate record.

7 To receive brief verbal reports from

7.1 Ward Councillor John Jarvis. John Jarvis was not present.

7.2 Police representative. Was not available, but a Police bulletin is available from the Clerk.

7.3 Receive a short presentation on the Ross on Wye cable replacement works by National Grid. A slide show presentation was given and queries were responded to by representatives of the National Grid.

8 Planning See Planning Appendix B

8.1 Planning Applications To comment on the following applications:

8.1.1 **Application No:** S120881/F. **Site:** Bishopswood Village Hall, HR9 5QT.

There were no objections to this application.

8.1.2 **Application No:** S120793/FH. **Site:** Hunsdons House, HR9 5SB.

There were no objections to this application, provided that compatible materials are used.

It was noted that 2 further applications had been received too late to include on the Agenda and it was proposed and **RESOLVED** that the Clerk should respond to them by means of delegated powers between meetings. 1) Walford School – Application NO: S121190/CD. 2) Woodlands House – Application NO: S12091/FH. *There were no objections to either.*

8.2 **Planning consents** Are available to view at: www.herefordshire.gov.uk/housing/planning/planapps.asp

8.3 **Planning refusals / Enforcement notices / Withdrawn applications** None received

9 Finance See Finance Statement Appendix A

9.1 Note the end of year accounts for 31/03/12 and the need for approval and adoption of the accounting statements on 13/06/12. The end of year accounts were noted, for approval on 13/06/12.

9.2 Approve the following payments, listed on the Finance Appendix A: HALC for training & address labels / SLCC membership AON Parish Council annual insurance / Clerk additional hours & expenses for April / Walford Village Hall Hire.

9.3 Discuss and if appropriate, review the WPC Financial Regulations and Standing Orders. Following a discussion, it was proposed and **RESOLVED** that the Standing Orders and Financial Regulations should remain the same.

9.4 Discuss the acquisition of defibrillation equipment, following the APM presentation by Mark Jessup. It was **RESOLVED** to pursue this as a strategy and to try to raise the money required within the next 3 months. The PC will start by promoting the idea in the next Newsletter. <<**Action Clerk and PC**>>

10 Highways and Rights of Way

10.1 Report any Highways defects to the Clerk. The diversion chaos caused by a fallen tree on Leys Hill was mentioned, the Clerk is to report the damage and delays caused, to Amey. <<**Action Clerk**>>

- 10.2 **Receive the Lengthsman's report and note jobs for the Lengthsman.** The Lengthsman's work is up together and he is working his way through a list of jobs agreed by Cllrs Cole and Freeman.
- 10.3 **Receive the Rights of Way report and note jobs for the Rights of Way Contractors.** WPC have been accepted on the P3 scheme again, following submission of paperwork and are waiting for notification from Hereford of the final grant amount. Work to repair subsidence on WA40 will commence in due course.
- 10.4 **Approve the Account Application Form from Walford Timber, for the purchase of materials required to repair WA40.** It was unanimously **RESOLVED** to approve and send off the form to Walford Timber. <<Action Clerk>>
- 10.5 Return comments to Mr K M Hurley regarding a proposed Public Path Diversion Order for WA8 in Walford Parish.

It was **RESOLVED** to make the following comments: *The Parish Council considered the reasons for this footpath diversion application and the fact that a suitable alternative route was being provided and in conclusion, the majority of Councillors did not object to the diversion. However, the Parish Council wanted to make it clear that they do not wish to encourage the whole-scale changing of footpath routes, as in principle they prefer them to remain the same.'*

11 Parish Projects

- 11.1 **Approve the final draft for the Recreational Field Questionnaire, to be sent out with the Spring Newsletter.** Following a discussion, it was **RESOLVED** to send out the Black and White version of the questionnaire in the Newsletter, marked as 'Urgent' and requesting a response by the end of May. The responses will be discussed at the next Parish Council meeting. <<Action Clerk and PC>>
- 11.2 **Receive, discuss and respond to the Parish Plan Project Brief.** (Compiled by Councillors Freeman and Thomas) Cllr Freeman explained that this will be prepared in time for the next meeting on 13th June. <<Action Cllrs Freeman & Thomas>>
- 11.3 **To approve the Walford Links support request letter to parish Stakeholders and inclusion of information in the Newsletter.** Following a discussion it was **RESOLVED** to send the support request letter out to stakeholders and to include the relevant information in the Newsletter. <<Action Cllr Heath and Clerk>>

At 9.30pm, it was proposed and **RESOLVED** to suspend Standing Orders, to deal with the remaining Agenda items.

To receive brief verbal reports on the following

- 11.4 **Village Agent Scheme** – Talks are progressing with Hereford. A Cllr asked if there would be a survey of need, Cllr Carpenter confirmed that there would. **Kerne Bridge Canoe Launch Management** – No further progress to report. **Forest Green** - An application to register the land as Village Green has been submitted.

12 Communication with the public

12.1 **Update from Councillor Daniels on the proposed summer Meet Your Councillors session.** It was suggested that the Meet Your Councillors sessions take place every 6 months, Cllr Daniels said that he was writing an article for the Newsletter and it was resolved that the decision could be deferred to the next meeting, following distribution of the Newsletter.

13 Information and Correspondence

- 13.1 **Receive brief reports from Councillors on local matters.** Cllr Berry enquired if there had been any progress on Broadband, the Clerk said that enquiries had been made, but no further reports had been received from the Ward Cllr.
- 13.2 **To note Correspondence Received – See Correspondence Appendix C.** Correspondence was noted.
- 13.2.1 **To confirm and ratify the response to the LGBCE review of council size.** It was acknowledged that the Clerk had submitted a response that no objections had been received.
- 13.3 **To note the Clerks report – See Appendix D.** The Clerk's report was noted.
- 13.4 **To update the Parish Council meetings schedule, up to May 2013.** The updated meetings schedule was noted.
- 13.5 **Consider information relating to Freedom of Information and Data Control.** Cllr Carpenter explained the regulations relating to storage of Parish Council information on Cllrs personal computers. The Chairman asked the Clerk to obtain a definitive statement on data protection in this regard. <<Action Clerk>>

14 Public participation session.

A member of the public expressed thanks that the water trough on Bulls Hill had been cleaned. Another asked if there had been any progress on limiting the number of roadside advertising signs. The Chairman explained that the PC had not resolved to do anything about this in the past, but it was **RESOLVED** to put this on the next Agenda for discussion, the Clerk is to raise the issue with the appropriate authorities. <<Action Clerk>> The diversion and chaos on Leys Hill caused by a fallen tree was also raised, it was suggested that this diversion had been badly executed and that damage had been done to the verges as a result, who will repair this damage? The Clerk is to write to Amey asking them to repair the damage caused. <<Action Clerk>>

15 Matters for the next Agenda. Leys Hill diversion.

16 **To note date of next meetings:** 6.30pm Finance Committee, 7.30pm Full Council, at Walford Village Hall on 13/06/12.

The meeting finished at 9.50pm.