

WALFORD PARISH COUNCIL

Parish Clerk: Catherine Murray. Rose Cottage, Coughton, Ross on Wye, Herefordshire, HR9 5SF.

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Minutes of the Parish Council Meeting held at Walford Village Hall on Wednesday 10th July 2013

Present: Chairman - Simon Kinder.

Councillors: Dave Berry, Simeon Cole, John Daniels, Eric Drummond, Heather Evans (arrived at 8.05pm), Philip Heath (arrived at 8.50pm), Frank Myers, Terry Snow.

In attendance: Clerk Catherine Murray, Ward Councillor Jarvis, several members of the public.

1. **Apologies:** Sandra Cole – Family Commitment, Luke Freeman – Business commitment, Marc Thomas – Business Commitment, John Jarvis – Unavoidably detained.
2. **Parish Council Vacancy:** The vacancy, which had arisen in the Office of Parish Councillor was noted. If a request for an election is not received by The Electoral Services Office by 23rd July, the vacancy will be filled by The Parish Council in accordance with the Local Elections (Parishes & Communities) Rules 1986.
3. **Declarations:** Cllr Simeon Cole declared a pecuniary interest in items 9.2 and 10.4, Cllr Eric Drummond declared a pecuniary interest in items 9.1 and 11. These are recorded in the interest book.
4. **Minutes:** It was unanimously **RESOLVED** to accept the minutes of the previous meeting held on 12th June. A number of actions were outstanding against Ward Councillor John Jarvis – these would be addressed at the September Parish Council Meeting.
5. **Standing Orders and Policies:** It was unanimously **RESOLVED** to adopt an updated Freedom of Information Publication Scheme.
6. **Verbal reports from and questions:**
 - 6.1 Police representative was not present.
 - 6.2 Ward Councillor John Jarvis was not present.
 - 6.3 Councillor Jerry Miller gave a detailed and informative explanation of the options being considered for the future management of Countryside Services. A number of options were being considered, including the formation of a trust, and the sites involved may include the Kerne Bridge Canoe Launch site. Although no firm decision has been made, on which options are viable, more information will be available in September. He finished by extending a formal invitation for a Councillor from Walford Parish Council to join the existing Steering Group. The Chairman asked Cllr Myers if he would be prepared to put his name forward for consideration and Cllr Myers responded that he would be happy to do so, provided he had the support of his Council colleagues. <<**Action Clerk: To go on the September Agenda**>> Cllr Miller remained, in order to hear any issues raised, during the public participation session.
7. **Public Participation Session** (*Please respect the 3 minute limit*)
A member of the public pointed out the congestion problem at the entrance to the Kerne Bridge Canoe Launch Site car park. The Chairman confirmed that this matter would have to be addressed, when ownership / management of the site is considered.
8. **Finance - The Chairman signed Appendix A, bank reconciliation & bank statements for June**
 - 8.1 It was unanimously **RESOLVED** to approve the following
Tate Computer Technology, contract for computer support package / Jayne Dunstan, for completion of Internal Audit / Lonsdale Direct Solutions, for printing & postage of Newsletter / Clerk additional hours and expenses - June / HMRC PAYE and NI contributions for 1st Quarter.
 - 8.2 Receipt of the Neighbourhood Planning Grant was noted and it was unanimously **RESOLVED** to keep the grant funds in the current Account.
 - 8.3 It was unanimously **RESOLVED** to approve the transfer of £250 from deposit A/C into current A/C to cover AONB River Festival donation.
9. **Planning** (*Cllr Eric Drummond left the meeting*)
 - 9.1 **Planning Applications:** To note Planning Appendix B and discuss and put forward comments on:
Site: Arbour Hill Farm, Lincoln Hill, HR9 7TH **Application No:** 131473/F
Comments: There were no objections to this application. (*Cllr Eric Drummond returned to the meeting*)
 - 9.2 **Thorny Orchard:** (*Cllr Simeon Cole left the meeting*)
Mr Jeff Gardner (Owner of Thorny Orchard) was present and gave an update on the status of the planning application, which was submitted to Herefordshire Council on 13th June and is yet to be validated by the Planning Department. He asked how the Parish Council might consider the application, as they have no August meeting. The Chairman explained that an additional meeting would be held to consider the

9.3 **Neighbourhood Planning:**

- 9.3.1 **Committee Chairman:** The appointment of Cllr Berry as Chair of the Neighbourhood Planning Committee was noted and he gave a short update.
- 9.3.2 **Neighbourhood Planning Questionnaire:** It was unanimously **RESOLVED** to approve the compilation of a questionnaire, to be considered at the September meeting, with a view to sending it out to Parishioners in October. **<<Action Neighbourhood Planning Group>>**
- 9.3.3 **WPC Core Strategy comments:** No response has been received, but it was noted that the new draft of the Core Strategy gives more flexibility to those creating Neighbourhood Plans.

10. **Highways / Rights of Way / AONB - (Appendix D contains Councillors Highways & Rights of Way Reports)**

- 10.1 **Lengthsman Co-ordinators report:** In the absence of Cllr Freeman, Cllr Daniels gave an update on work completed by the Lengthsman. The Clerk was asked to write to Mr Davies at Bollin Farm asking him to take action over a dangerous tree opposite the gate to Bollin Farm. **<<Action Clerk>>**
- 10.2 **Rights of Way Officers report:** Cllr Evans has received reports of Rights of Way needing clearance. Communication with the Can Do Crew needed to be improved following recent difficulties but this is being addressed and if necessary a meeting will be called to discuss communication. Letters are now being sent out to landowners, highlighting their responsibility to cut back overhanging hedges on Rights of Way. There was a report of a large tree down on Bishopswood Common, Cllr Simeon Cole pointed out that Walford Parish Council own the Common, Cllr Evans pointed out that WA40 does not cross that piece of land. Cllr Berry reported the need to trim WA29A and Cllr Evans agreed to ask the Can Do Crew to carry out the work. **<<Action Cllr Evans>>** Cllr Simeon Cole asked what was happening about creating an access point to the footpath near to Kerne Bridge, opposite the Inn on the Wye. The Chairman explained that Cllr Jarvis had offered to look into this at the previous meeting and had an outstanding action. **<<Action Cllr Jarvis>>** Cllr Daniels said that the Lengthsman had cleared nettles on that path. Cllr Evans asked if the Lengthsman could help with Rights of Way clearance, The Chairman suggested approaching the Can Do Crew first and if this did not work, considering the Lengthsman.
- 10.3 **P3 Contract:** It was unanimously **RESOLVED** that the Clerk should reply to the letter received from Vincent Playdon, with the wording of the P3 contract altered to read: *'The Parish Footpaths Officer, in conjunction with others, will guarantee to inspect all paths twice a year'* To be sent to Cllr Evans for approval. **<<Action Clerk>>**
- 10.4 **WA50:** *(Cllr Simeon Cole left the meeting.)* It was noted that no work had yet been started on the re-instatement of WA50. It was unanimously **RESOLVED** that if the 19th July deadline for re-instatement work set by Herefordshire Council, were to pass, without any action being taken, that a letter is drafted by the Chairman and Clerk, asking Herefordshire Council what measures they will be taking to re-instate the footpath. **<<Action Chairman and Clerk>>** *(Cllr Simeon Cole returned to the meeting.)*
(Cllr Heath arrived at 8.50pm)
- 10.5 **Highways Defects List:** Cllr Daniels agreed to create a defects list over the summer, for consideration at the September meeting. **<<Action Cllr Daniels>>** It was suggested that the Parish Council should wait to see what communications are put in place by the new highways contractor, before asking a representative to attend a Parish Council meeting, to explain how things will be done in future.
- 10.6 **Walford Parish Council Logo:** Cllr Snow circulated the logo that he had designed for Walford Parish Council and it was unanimously **RESOLVED** to adopt the current version of the logo, with a view to creating a 2nd option, showing the line of the River Wye running through it, for consideration at a later date. An electronic copy of the logo will also be created. **<<Action Cllr Snow>>**

11. **Parish Projects:** To receive information on the status of the following and discuss further action to progress:

Walford Links: Cllr Heath explained that Herefordshire Council had agreed to the creation of a bridleway between Kerne Bridge and Ross on Wye allowing the Walford Links project to move forward. During a lengthy discussion, Cllr Heath explained the composition of the existing Walford Links Working Group, which includes the landowners, Herefordshire Council, Sustrans and members of the public. It was clarified that the Working Group is there to gather information, to bring to the Parish Council, as the decision making body. The Chairman suggested the inclusion of at least one other Parish Councillor on the Working Group, Cllr Heath said he would welcome the involvement of others. Cllr Heath explained that the estimated £250k of funding would be sought from Natural England and other bodies, suggesting attending a Funding Fair, to start the process. The Chairman asked Cllr Heath if he would come to the September meeting with a plan, created by the Working Group, for consideration detailing proposed actions and costs. Cllr Heath agreed to do so. **<<Action Cllr Heath>>**

12. **Walford War Memorial:** Cllr Daniels reported information received from a local Stone Mason, suggesting that the best cleaning method, would be to use a soft brush and water, to remove lichen colonising the War Memorial. The Clerk was asked to contact the War Memorials Trust and Conservation Officer, explaining the treatment that the Parish Council would like to carry out and to ask for advice. **<<Action Clerk>>** Cllr Dave Berry agreed to pursue a quotation for the restoration of Howle Hill War Memorial, which a parishioner had kindly offered to pay for. **<<Action Cllr Berry>>**

13. **Information and correspondence**

- 13.1 **Correspondence:** Appendix C, Clerks Report Appendix D and HALC Information corner were noted.

13.2 Responses required to Correspondence: The Clerk drew attention to a letter regarding work to repair the land slippage at Kerne Lodge and one from a parishioner, to the Chairman, congratulating Cllrs on their work on Neighbourhood Planning.

13.3 **Nomination to the HALC Executive Committee:** It was unanimously **RESOLVED** to nominate Cllr Dave Berry. The nomination form was signed by the Chairman and the Clerk.

13.4 **Ross Town Council meeting held on 9th July:** The Chairman gave a report, that a meeting had been held at Ross Town Council, with Parish Council Chairmen, to discuss the devolution of services from Herefordshire Council. Other than the Library being safe, with a possible reduction in opening hours, there were no definitive proposals to report at this stage, but Councillor Bartram is to advise and keep all parties up to date on Herefordshire Council's future plans.

14. Brief public response session:

- A member of the public reported that the roads up on Bishopswood Hill, near to Freeman's, are in a bad state. <<**Cllr Daniels will add this to the defects list.**>>
- Another reported weeds at Bishopswood War Memorial. <<**Cllr Daniels will get this seen to**>>

15. Items for next meeting agenda: Walford Links proposals, Ex-Cllr Carpenter's duties, Parish Council Vacancy.

16. Next meeting: 11/09/13 – Finance Committee @ 6.30pm, Full Council @ 7.30pm, Bishopswood Village Hall

17. Confidential Closed Session: Employment Matters. (The Public were asked to leave the room)
To discuss the contract and remuneration for the Parish Lengthsman.

Recorded in Confidential Minutes.

Signed: Simon Kinder

Date: 11/09/13