

# WALFORD PARISH COUNCIL

Minutes of a meeting of the Parish Council

Held at 7.45 pm on Wednesday 11<sup>th</sup> April 2012 in Walford Village Hall

**Present:** Frank Myers – Chairman.

Dave Berry, Cheryl Carpenter, Simeon Cole and Sandra Cole (*who both left the meeting at 8.15pm*) John Daniels, Eric Drummond, Heather Evans, Luke Freeman, Terry Snow.

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

1. **To accept apologies for absence:** Philip Heath and Marc Thomas – Business commitments abroad.
2. **To receive declarations of personal/prejudicial interest:** Luke Freeman – prejudicial interest in the Recreational Field, Eric Drummond – personal interest in Warryfield Farm.
3. **To accept the minutes of the previous meeting held on 14<sup>th</sup> March 2012:** It was unanimously **RESOLVED** to accept the minutes as a true and accurate record.
4. **Open Session – reports:**
  - 4.1 **To receive a verbal report from West Mercia Police:** The Police representative was not present due to operational commitments.  
**There was no report from Ward Cllr Jarvis, as he had already delivered it at the preceding APM.**
- 5 **Planning** See Planning Appendix B
  - 5.1 **Planning Applications** To comment on the following applications
    - 5.1.1 **S120682/L** Warryfield Farm, Walford, Ross on Wye, HR9 5QW. There were no objections to this application.
  - 5.2 It was noted that consents can be viewed at: [www.herefordshire.gov.uk/housing/planning/planapps.asp](http://www.herefordshire.gov.uk/housing/planning/planapps.asp)
  - 5.3 **Planning refusals / Enforcement notices / Withdrawn applications** None had been received.
  - 5.4 **Neighbourhood Planning** The Chairman gave his report on the meeting held with the other Ward Parish Chairmen and Cllr Jarvis and explained that the proposed joint approach to a Neighbourhood Plan was not something which the other PCs wished to pursue. He added that the Neighbourhood Plan is very important and could have a significant positive impact on the Village of Walford.  
 Cllrs Simeon Cole, Cheryl Carpenter, Frank Myers and Terry Snow agreed to attend the Hereford Council Neighbourhood Planning workshops. The Clerk was asked to circulate the info to these Cllrs and to book their places. <<**Action Clerk**>>  
 (*Cllrs Simeon and Sandra Cole left the meeting at 8.15pm*)
  - 5.5 **Planning comments** The Clerk explained the criteria for applications which can be dealt with outside of a PC meeting.
- 6 **Finance** See Finance Statement Appendix A. The Finance Statement was noted.
  - 6.1 Receive an update from the Finance Chairman. The Finance Chairman had given his apologies, so there was no update.
  - 6.2 **Approve the following payments:** Enviroability for Rights of Way / HALC affiliation invoice / Hire of Walford Village Hall on 28.03.12 / Subscription to the Village News / Clerk's additional hours and expenses for March. It was unanimously **RESOLVED** to approve payments as listed above and detailed on the Finance Statement Appendix A.
- 7 **Highways and Rights of Way**
  - 7.1 **Report any Highways defects to the Clerk.** The pot holes on Bulls Hill were reported as having been filled.
  - 7.2 **Note 'remaining salt storage form' from Amey, to be returned by 30<sup>th</sup> April.** The Chairman said that he and Cllr Cole had discussed the form and would advise the Clerk. <<**Action Cllrs Myers and Cole**>>
  - 7.3 **Receive the Lengthsman's report and note jobs for the Lengthsman** All is up to date and the Lengthsman is working his way through a list of jobs, he is also increasing his Public Liability insurance to 5 million, according to the criteria for being part of the Winter Maintenance Self Help Scheme run by Amey Herefordshire.
  - 7.4 **Receive the Rights of Way report and note jobs for the Rights of Way Contractors** The Rights of Way P3 paperwork has been sent to Hereford, there were funds left over in 11/12, but footpath WA 40 is falling away and remedial work has been quoted on, which will use up the surplus. The 'Ross Walkers are Welcome' group have been replacing stiles with gates throughout the Parish. The overgrown hedge on the B4234 by Upper Lodge was mentioned again. The Clerk explained that an official Herefordshire Council Hedge cutting letter had been sent to the householders.
  - 7.5 **Discuss the requirement for a Footpath from the Saw Mills to Kerne Bridge.** A Cllr mentioned that the Walford Links Cycleway project should address this issue. It was noted that past attempts to address this problem had not been successful.
  - 7.6 **Receive an update from the Chairman on the Kerne Bridge road junction meeting with Highways representatives** The Chairman explained that he and the Vice Chair had met with the head of Amey and he had put a contact in place to help WPC, so that they are not unhappy in the future with what is being done. A Cllr wanted to know how the cost for one survey to assess the work done at the junction could be so costly. Another Cllr asked if the road paint would be removed? It was noted that this would remain to be seen, but at least a dialogue had been started with the right people.
- 8 **Parish Projects**
  - 8.1 **Discuss and agree on the format of the Recreational Field Questionnaire, for circulation in the next Parish Newsletter.** (*Councillor Freeman left the room.*) A discussion was held about the wording and format of the questionnaire, at the end of which it was **RESOLVED** that the Clerk should amend the questionnaire as follows: A 'not wanted' column, a 'kick about area' and 'Cricket nets' should be added and the Caravan site and Camping should be listed as separate items. Also a question should be added as follows: 'Is your view that these facilities should be mainly for the Parishioners' use, or for general public use?' The Clerk is then to circulate the revised questionnaire to all Councillors. <<**Action Clerk**>>

*(Councillor Freeman returned to the room.)*

8.2 **Consider the appointment of Cllr John Daniels as a future member of the Recreational Field Committee.** It was unanimously **RESOLVED** to approve Cllr Daniel's appointment.

8.3 **Receive, discuss and respond to the Parish Plan Project Brief to be submitted by Councillor Freeman.** Postponed to the next meeting agenda. <<**Action Cllr Freeman, in conjunction with Cllr Thomas**>>

**To receive brief verbal reports on the following**

8.4 **Village Agent Scheme** Cllr Carpenter said that the Village Agent project will be promoted at the Queens Jubilee Diamond Day event in Hereford in July. A Cllr asked whether a survey of need had been carried out and Cllr Carpenter replied that this was being worked on at the moment.

8.5 **Kerne Bridge Canoe Launch Management** The Chairman said that the Kerne Bridge Canoe Launch Management negotiations are going to start again soon, with Herefordshire Council and WPC will now wait to hear from them as to when these negotiations will take place.

8.6 **Forest Green** Cllr Carpenter said that the paperwork had been submitted again and also copies had been handed to Ward Cllr Jarvis.

8.7 **Walford Links** In the absence of Cllr Heath, the Chairman said that the project was progressing and negotiations were continuing with landowners.

8.8 **Plans for the Queen's Diamond Jubilee Beacon and to discuss any Parish Council involvement** Cllr Carpenter said that a Jubilee Beacon would be lit on her land and it would be a private initiative, in conjunction with Walford School and Hope Mansell Council.

## 9 Communication with the public

9.1 **Discuss the Meet your Councillors session at Walford School and the frequency & timing of future events** It was noted that the session at the School was not well attended and one Cllr commented that the initiative doesn't appear to work. Another said the first event was not advertised sufficiently. One Cllr suggested every 6 months would be sensible. It was **RESOLVED** that Cllr Daniels would organise another session for the middle of the summer.

9.2 **Discuss the Winter Parish Newsletter and the content and frequency of future publications** The Clerk explained that a Quality Council should produce a quarterly Newsletter, so it was **RESOLVED** that the frequency of publication will remain the same.

## 10 Information and Correspondence

10.1 **Receive brief reports from Councillors on local matters** A Cllr enquired about whether the rubbish collection from the houses behind Bishopswood Village Stores, was going to be done soon, the Clerk explained that the Ward Cllr was looking into it. Also mentioned was the need for a Fire Hydrant half way up Leys Hill, the Clerk explained that the Fire Inspector was looking into whether, in his opinion, one was necessary at this location. There was a query about the decision of the Finance Committee to provisionally approve the purchase of a grit salt spreader for the 'Winter Maintenance Self Help Scheme', from any surplus Lengthsman's funds. One Cllr asked when the re-cycling collection was being made on Howle Hill. The Clerk is to look into the above. <<**Action Clerk**>>

Cllr Berry gave an update on Broadband, saying that the questionnaire in Herefordshire had got 5000 responses and that most households had very low broadband speeds, this is why the initiative is essential to everyone.

10.2 **To note Correspondence Received – See Correspondence Appendix C** Correspondence was noted as having been received.

10.2.1 **Discuss a Parishioner's offer to refurbish the Howle Hill War Memorial** - It was **RESOLVED** to support the refurbishment of the War Memorial.

10.2.2 **Discuss and forward comments in respect of Herefordshire Council's Play facilities consultation, by 20<sup>th</sup> April** It was **RESOLVED** that Cllrs Myers, Carpenter and the Clerk would co-ordinate a response and Cllrs Berry and Snow would organise a separate Walford Village Hall response. <<**Action Cllrs Myers, Carpenter, Clerk and Cllrs Berry and Snow by 20<sup>th</sup> April.**>>

10.2.3 **Discuss a response to the letter received from Mrs G Aspinall with queries on the Recreational Field project** It was **RESOLVED** that Cllr Myers would draft a response, in co-ordination with Cllr Carpenter. <<**Action Cllrs Myers and Carpenter.**>>

10.3 **Consider information relating to Freedom of Information and Data Control** Postponed to the next meeting Agenda.

10.4 **Clerks report – See Appendix D** The Clerk's report was noted.

10.5 **Discuss inviting the following ACM presentations: National Grid - Cable replacement work, Walford School Headmistress.** It was **RESOLVED** to agree to invite these presentations for the ACM. <<**Action Clerk**>>

## 11 Public participation session

A member of the public said that they had received reports that plastic rubbish was being tipped behind Orchard House, in the field below Thorny Orchard and that the mess was getting worse. The Chairman said that complaints such as these should be directed to Herefordshire Council. Another said that the water trough up Bulls Hill was in a poor state and needed to be cleaned up, it was suggested that this was a job that could possibly be done by the Lengthsman, Cllr Freeman agreed to look into it. <<**Action Cllr Freeman**>> Another spoke of the dog mess that is still being left on WA 22 in Coughton, despite new dog fouling signs and asked if the dog warden could do something about it. It was suggested that an article could be included in the next Newsletter, to highlight this problem. Dog mess bins were suggested, to go on the next Agenda. <<**Action Clerk**>>

Another asked about the footpath from the Saw Mills to Kerne Bridge, saying that it is very dangerous walking that stretch of road. The Chairman explained that the Cycleway should address this issue and, if it did not, negotiations to resolve the matter would have to re-start.

**12 Matters for the next Agenda** The remit of the Finance Committee. Acquisition of defibrillation equipment.

**13 To note date of next meeting** Annual Council Meeting at 7.30pm at Bishopswood Village Hall on Wednesday 9<sup>th</sup> May.

**The Chairman explained that the Council would now enter closed session and members of the public left the room.**

**14 CONFIDENTIAL CLOSED SESSION:** To discuss the Clerk's contract and terms and conditions of service.

14.1 To receive recommendations from the Finance Committee, following their additional ordinary meeting held on 28.03.12.

The Finance Committee recommendation to approve the Clerk's contract, as agreed at the Finance Committee meeting on 28.03.12 was put to the Council members and it was unanimously **RESOLVED** to approve the contract.

The meeting closed at 9.47pm.

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Signed: Frank Myers

Date: 9<sup>th</sup> May 2012