

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 Parish Council Meeting held at Bishopswood Village Hall on Wednesday 12th June

Present: Chairman - Simon Kinder.

Councillors: Dave Berry, Simeon Cole, John Daniels, Eric Drummond, Heather Evans, Philip Heath, Terry Snow.

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

1. **Apologies:** Frank Myers – previous engagement, Luke Freeman – work commitment, Marc Thomas – caught in traffic, Sandra Cole – family obligation, Cheryl Carpenter – unavoidably detained.
2. **Declarations of Interest / Dispensations:** Simeon Cole declared a pecuniary interest in Rights of Way Footpath WA50 Thorny Orchard.
3. **Minutes:** After an amendment was made to item 6.1c, it was unanimously **RESOLVED** to accept the minutes of the previous meeting held on 08/05/13
4. **Standing Orders and Policies:** The Appendix to Standing Orders, drafted following Full Council resolution on 8th May, was signed by the Chairman.
5. **Brief verbal reports:**
 - 5.1 **Police:** No Police representative was present.
 - 5.2 **Ward Councillor Jarvis:**
 - **Kerne Bridge Canoe Launch Site:** A Trust is being set up to manage the assets & facilities at Kerne Bridge Canoe Launch Site. Cllr Jarvis agreed to extend an invitation to Councillor Jerry Miller (Portfolio – Education & Children) to attend the next PC meeting, to speak about the Trust and encourage a PC member to be a representative on the Trust <<**Action – Cllr Jarvis**>>.
 - **P3 Contract:** Cllr Jarvis said that another PC in the ward is also discussing the P3 Scheme and are setting up schedules for Cllrs and members of the public to cover the walking of footpaths, as requested on the P3 Contract. The Chairman suggested this be postponed until agenda item 9.3.
6. **Public Participation Session:**
 - One member of the public drew attention to the fact that the acoustics in the hall were not very good.
 - Another mentioned pot holes between Ruardean and Howle Hill and said that the boundary marker was missing between the two counties. Cllr Jarvis said that he would look into it. He explained that the placement of the Highways contract would be decided on Thursday 13th June, after which money will be available to bring roads up to standard <<**Action – Cllr Jarvis**>>.
 - Another asked why the 40mph road sign in Bishopswood had been placed where it was; Cllr Daniels explained that he was meeting with highways who had agreed to allow Walford Parish to re-position it.
7. **Finance: Bank Reconciliation Finance Appendix A and Bank Statements:** Were noted and approved.
 - 7.1 **Update:** The Acting Finance Chairman reported that Parish Accounts were in order, the Internal Audit had been carried out satisfactorily and that Internal Controls are in order.
 - 7.2 **Internal Audit:** The letter from the Internal Auditor, advising completion of the Audit, with no concerns raised, was noted.
 - 7.3 **Annual Return:** It was unanimously **RESOLVED** to approve and sign The Accounting sheets, Annual Return and Governance Statement, in preparation for the External Audit.
 - 7.4 **Statement of Internal Control:** It was unanimously **RESOLVED** to approve and sign the Statement Of Internal Control for 2012-13
8. **Planning:**
 - 8.1 **Planning Applications:** Planning Appendix D was noted – The following applications were considered:
SITE: Hazelhurst Nursing Home, Bishopswood, Ross-On-Wye, Herefordshire HR9 5QX
APPLICATION NO: 130736/F
PARISH COMMENTS: *There were no objections to the application, subject to the following conditions:*
 1. *That adequate drainage of the road is ensured.*
 2. *The Parish Council wishes to see section 106 funds from this application, put into providing a footway along the boundary of the property to enable the public to walk safely to Kerne Bridge.*

8.2 Neighbourhood Planning Update: The Chairman said that there will be a Neighbourhood Planning meeting on 26th June, to share information, prior to getting approval for proposals, from Full Council. A Neighbourhood Planning grant has been awarded, subject to Terms and Conditions. Cllr Jarvis was asked when WPC would get a response to their comments on the Core Strategy, as this impacts on the Neighbourhood Plan, he replied that he would look into it and asked the clerk to send him a copy of the comments. <<Actions - Cllr Jarvis, Clerk>>

8.3 Neighbourhood Plan Grant Funding: It was explained that the Grant will be awarded, based on WPC's acceptance of the Terms and Conditions. A Cllr asked if there was anything within the document, which would mean that WPC had to commit to a binding decision and was told that there was not, that the grant is to support the activities that WPC wish to undertake. It was proposed that WPC accept the Grant and Terms & Conditions and it was unanimously **RESOLVED** to accept the Grant offer and the Terms and Conditions.

9. Highways / Rights of Way / AONB:

9.1 Lengthsman Co-ordinators Report: Cllr Daniels reported in Cllr Freeman's absence, that he will be meeting a highways representative to look at the road signs in Bishopswood, as well as the overgrown hedge on Bishopswood bend, he will also look at pot holes. There has been a delay in cutting the verges, which Herefordshire Council need to do, in order for the Lengthsman to carry out his programme of work. Cllr Jarvis said that there had been a complaint from Ross Cllrs about the grass by the Vine Tree Pub. Gutters need sweeping with a mechanical digger, Cllr Daniels has put in a request for this work. There was a report of a dangerous tree at Bollin Farm, the clerk was asked to send a letter to the owner. <<Action Clerk>>

9.2 Rights of Way Officer's Report: Cllr Evans reported that there was a problem with the P3 Grant coming through, due to her not guaranteeing personally, to walk all footpaths twice a year, she expressed concern over outstanding work, which the contractors had been asked to do some weeks ago, but was now being held up. Cllr Jarvis explained that the P3 scheme was set up with the intention that this responsibility could be shared,

9.3 P3 Rights of Way Contract: The Chairman explained that he had sent an email to Cllr Jarvis, asking for a relaxation in the rules / change of contract wording and asked Cllr Jarvis whether there was a legal obligation to walk all the paths twice a year. Cllr Jarvis agreed to take up the issue of the wording of the P3 contract <<Action – Cllr Jarvis>>. The Chairman asked Cllr Jarvis who was the council official responsible for Rights of Way policy, Cllr Jarvis replied that it was Mr Clive Hall. Cllr Evans expressed concern that she had been told that it was preferable to contact landowners directly regarding overgrown hedges on Rights of Way, Cllr Jarvis said that he could see nothing wrong with writing a courteous letter. A Cllr said the footpath by the Inn on the Wye pub should be signposted & suggested a gap could be created, opposite the pub, to give access to the footpath & keep walkers off the road. Cllr Evans pointed out that this is not a WA Right of Way, therefore a Herefordshire Council responsibility. Cllr Jarvis agreed to take this up. <<Actions Cllr Jarvis>>

9.4 WA50: The Chairman told Cllr Simeon Cole that it was not necessary for him to leave the room, as the Parish Council would not be making any decisions. The Chairman gave an update on the status of WA50, which is pending the 19 July deadline imposed by Herefordshire Council for re-instatement of the footpath.

9.5 Dog Fouling Signs & bins for WA97: Cllr Evans explained that Walford Village Hall had kindly offered the temporary loan of some signs and posts for WA97, until costs are available for consideration by council, the Chairman confirmed this. Cllr Jarvis suggested the clerk contact the clerk to Whitchurch, regarding future signage provision. <<Action Clerk>>

9.6 Road Defects List: It was proposed to create a composite list of defects. The Chairman asked Cllr John Daniels if he would be willing to build up a list and create a register of defects. Cllr Daniels agreed to come back after his meeting with Jill Tookey Williams and give a list to the clerk. <<Action Cllr Daniels>> Ward Cllr Jarvis offered to provide WPC with a list of pot holes which have already been repaired. <<Action Cllr Jarvis>>

9.7 AONB Publicity Information for River Festival: It was agreed to postpone this until the July Agenda, when more information is available about what is required by the AONB, it was also noted that Cllr Snow is in the process of designing a logo for Walford Parish. Cllr Daniels asked if the Parish would be doing anything, the Chairman replied that more information is needed about plans for the River Festival first.

10. Parish Projects:

It was noted that there were no updates. The Chairman asked Ward Cllr Jarvis whether the proposed Village Agent scheme would be affected by the budget cuts, Cllr Jarvis replied yes, as far as Herefordshire Council were concerned, but privately, people are prepared to fund it, he will keep WPC advised on progress.

(Ward Cllr Jarvis left the meeting)

11. Information and Correspondence

11.1 Correspondence: Correspondence Appendix C & HALC Information corner were noted.

11.2 War Memorials Trust: Following a discussion about the e mail concerning the condition of the Walford War Memorial, it was proposed that Cllr Daniels would ask a good local Stone Mason to provide a proposal and bring it to the next meeting. <<Action Clerk: To go on next Agenda>>

11.3 Consider responses required to correspondence received during April: None required.

11.4 Newsletter: The copy deadline of week commencing 17th June was noted

12. Public Response Session:

- A member of the public suggested that, given the present national speed limit on the stretch of road next to Hazledean Nursing Home, the proposal to bring a new road into that section of highway is questionable. He asked if the Parish Council had a comment on this, the Chairman said that this was a matter for Highways and suggested that the member of the public write in to Herefordshire Council as a Neighbour and an individual, to express his concerns. He explained that WPC are non-statutory consultees in the planning process and that an individual letter might carry more weight.
- Another, expressed disappointment that planning letters were no longer going to be sent out to neighbours, asking how people would know about applications. The Chairman explained that notices would still be posted and suggested keeping an eye on the Newspaper and the planning website.
- Another said that a group of local people had planted bluebells at Forest Green.

13. Items for next meeting agenda:

- Those already minuted
- Walford Parish Council Logo
- Visit from Cllr Jerry Miller

14. Date of the next meeting: 26/06/13 – Neighbourhood Planning Committee at Walford Village Hall, 10/07/13 Full Council at 7.30pm at Walford Village Hall.

15. Confidential Closed Session: Members of the Public were asked to leave the room.

Employment Matters: The Council received and approved recommendations relating to The Clerk's employment, from the Finance Committee, which are recorded in Confidential minutes.

Signed: Simon Kinder

Date: 10/07/13