

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 at Bishopswood Village Hall on 12th December 2012

Present: Chairman Frank Myers

Councillors: Dave Berry, John Daniels, Heather Evans, Philip Heath, Simon Kinder, Terry Snow.

In attendance: Clerk Catherine Murray, Ward Councillor John Jarvis and 1 member of the public.

1. **Apologies:** Simeon Cole & Sandra Cole – illness, Eric Drummond and Marc Thomas – work commitments, Luke Freeman – previous engagement, Cheryl Carpenter – No apology given.
2. **Declarations of Interest / dispensations:** None
3. **Brief verbal reports from:**
 - **Will Steel – Herefordshire Council Public Rights of Way Manager:** Mr Steel gave a report on the status of footpath WA50, stating that Herefordshire Council do not currently have the funds to re-instate the footpath and highlighting that their options to enforce re-instatement are limited legally. Given the number of years that the footpath has been closed, the long delay in considering the planning application and based on advice from Ed Thomas (Senior Planning Officer) the Council requested that the re-instatement of the footpath should be considered as a separate issue from the development of the site and asked Mr Steel if he would write a letter to the landowner (copying the Parish Council into the correspondence) asking him to re-instate the footpath as soon as possible. Mr Steel agreed to do this, but added that the letter would have to be very carefully worded, taking into account legal advice given to Herefordshire Council.
 - **Police:** No Police representative was available due to operational commitments.
 - **Ward Councillor Jarvis:** Cllr Jarvis explained that the budget restrictions on Herefordshire Council were severe, he stated that all non-essential spending had been stopped the road budget has been frozen and that adult social care had a big overspend. He agreed to advise the clerk which road in Bulls Hill is a priority route for repair. <<**Action Cllr Jarvis**>> A councillor asked if Walford PC would get authority for management of Public Rights of Way, Cllr Jarvis replied that he wanted Walford to have this devolved power and the budget to manage it, under the Localism Act they can decide what they wish to do and advise Hereford Council.
4. **Minutes:** The minutes of the previous meeting held on 14/11/12 were adopted with one abstention due to absence at the previous meeting.
5. **Public Participation Session:** A member of the public drew the council's attention to ice forming on the corner by Lower Wythall, due to water run-off from the nearby field, the Chairman explained that the field was privately owned and that it was due to an underground stream. The clerk was asked to request a grit bin at this location. <<**Action Clerk**>>
6. **Finance:**
 - a) The Bank reconciliation and Finance Appendix A were noted and approved.
 - b) It was unanimously **RESOLVED** to approve payments listed on Finance Appendix A.
 - c) It was unanimously **RESOLVED** to approve the transfer of VAT repayment from the deposit A/C to the current A/C.
7. **Planning (No planning Appendix B – due to no applications)**
 - a) Planning consents were noted
 - b) There were no planning applications for comment
 - c) Electronic viewing of planning applications was discussed and it was **RESOLVED** to persevere with this method of viewing, but to attempt to speed up the viewing process. The clerk was asked to make sure that Cllrs had the appropriate advice on how to view applications online. <<**Action Clerk**>>
 - d) **Neighbourhood Planning Committee Recommendations:** There were none to consider, but the council were advised that good progress was being made, following the meeting.

8. Highways, Rights of Way and AONB: Reports on the clerk's Appendix D were noted.

- a) **Parish Major Incident Emergency Plan Update:** Cllr Berry advised the council that an update to the Emergency / Resilience Plan had been started and he presented the draft plan that he had produced in conjunction with Cllr Simeon Cole. It was agreed that the Parish Council should have a say in the winter road clearance plan and it was noted that Cllr Simeon Cole was contracted to provide emergency winter road clearance services to Amey. For this reason, it was proposed that another Councillor should take on the administrative role of Resilience Co-ordinator, in order to allow Cllr Simeon Cole to concentrate on the practical side of attending to emergency response within the parish. It was agreed that a system should be put in place, working to a plan for minor road clearance, conceived and driven by advice from both Hereford Council Highways department and the Parish Council. The clerk was asked to minute this discussion for inclusion on the next agenda and to e mail a copy of the plan to all councillors and to print hard copies of the draft plan for those Councillors who request it. <<**Action Clerk**>>
- b) **Restoration of Parish Milestones:** it was noted that the Parish Council had previously agreed to assist in the restoration of Parish Milestones and it was **RESOLVED** that the Lengthsman should be instructed to do this work. <<**Action Lengthsman Co-ordinator, Lengthsman and Clerk**>>
- c) **Herefordshire Council Tourism and Temporary Event Signage Consultation:** The response form was filled out and the clerk was asked to send it to Herefordshire Council, by the deadline. <<**Action Clerk**>>
- d) **Water run-off from Little Howle Farm:** it was agreed that the PC would not usually deal with individual issues such as this and that the Emergency Plan should deal with each issue as it arose.

There was a query about the amount of funds in the Lengthsman's budget and it was agreed that the Lengthsman Co-ordinator should be asked if the Lengthsman is carrying out the work necessary, to use the budget appropriately. <<**Action Clerk and Lengthsman Co-ordinator**>>

9. Information and Correspondence

- a) **Correspondence:** Correspondence Appendix C & HALC Information corner were noted
- b) **The Clerk's Report:** Appendix D was noted
- c) **Boundary Commission draft recommendations consultation:** It was **RESOLVED** to respond with the following comments: 'The Ward name should remain as Kerne Bridge, not be changed to Walford'. <<**Action clerk**>>
- d) **The Community Right to Bid:** Legislation in the Localism Act 2011 was noted.

10. December PC meetings: The issue of whether it was necessary to hold a December PC meeting was discussed and it was agreed that future business would dictate whether a meeting was necessary.

11. Public Response Session: A member of the public asked if the Parish Council would write to the farmer who owns the field at Lower Wythall, asking about the cause of the water run-off and the Parish Council **RESOLVED** to do so. <<**Action Clerk**>>

12. Items for next meeting agenda: Resilience Co-ordinator role change and update to Emergency Plan, Footpath WA50.

13. Date of the next meeting: 09/01/13 Finance Committee @ 6.30pm (or as required) and Full Council at 7.30pm at Walford Village Hall.

Signed:

Date: