

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 Bishopswood Village Hall At 7.30pm on Wednesday 13th November 2013

Present: Acting Chairman – Philip Heath

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

In attendance: Clerk Catherine Murray and several members of the public.

1. **Election of Chairman:** Due to three absentee Councillors, it was proposed and unanimously **RESOLVED** that the Acting Chairman, Cllr Heath, should chair this meeting as a temporary measure; a vote will be taken at the December meeting – when more Councillors will be present to vote - for a Chairman to take the Parish Council through to May.
2. **Apologies:** Frank Myers – business, Marc Thomas - business. Sandra Cole – Family commitment.
3. **Declarations and Dispensations:** Cllr Eric Drummond declared a pecuniary interest in item 11.
4. **Parish Council Vacancy:** The vacancy, Notice of Vacancy and relevant dates were noted.
5. **Minutes:** It was unanimously **RESOLVED** to accept minutes of the meetings held on 02/10/13 & 09/10/13.
6. **Verbal reports from and questions to:** *(Reports available from the Clerk)*
 - 6.1 The Police representative gave his report.
 - Cllr Heath ran through the points that he had raised with the Police Commissioner, PC Barradale Smith requested that a copy of the notes is e mailed to him. <<**Action Cllr Heath**>>
 - A member of the public explained the dangers to pedestrians of the red road hatching at the Kerne Bridge road junction; A Cllr said that some vehicles cannot drive into the junction safely without crossing the hatching. Cllr Heath clarified the history of the road markings and added that the junction is considered more dangerous now, than before. PC Barradale Smith said that from a Police perspective, if the red hatching is being driven over, then it should be removed.
 - 6.2 Ward Cllr Jarvis was not present, having given his apologies.
7. **Public Participation Session**
 - A member of the public raised the potential closure of the Fire Station at Whitchurch or Ross, adding that the Fire Station at Whitchurch is closer to the Bishopswood area, in cases of emergency and emphasising the importance of keeping it open. The Acting Chairman explained that the PC were responding to the Fire Services Consultation and would include this as a matter of concern.
- 12.5 **Bishopswood public WCs:** *(Item brought up the agenda).* Mr Puzey, a representative from Bishopswood Village Hall asked why there had been no contact from the Parish Council, regarding the closure of the public WCs; the Clerk explained that the PC had been waiting for Herefordshire Council to reply to them, proposing a meeting with Bishopswood Village Hall, Herefordshire Council and Walford PC, to discuss the matter. The Clerk agreed to copy Mr Puzey in to all further correspondence regarding the WCs and invite Herefordshire Council and Bishopswood Hall Representatives to set up a meeting. <<**Action Clerk**>> A Cllr said that he had contacted the Ward Cllr twice regarding this matter, but had no response. The Clerk is to ask Cllr Jarvis to give a report on the matter at the next Parish Council meeting. <<**Action Clerk**>>
8. **Finance - Appendix A, bank reconciliation & bank statements for October were noted and signed.**
It was unanimously **RESOLVED** to approve the following payments, as listed on Appendix A:
Walford Village Hall Hire / Bishopswood Village Hall Hire for 3rd & 4th Qtrs 2013, R J Lander for Hire of Gulley Sucker, Tate Computer Technology – Domain name hire, Clerk additional hours and expenses for October.
9. **Planning:**
 - 9.1 **Planning Applications:** Planning Appendix B was noted and comments were made on the following:
Site: Goodrich Lodge, Cedar Grove, Coughton, HR9 5RY. **Application N0:** 132759/J
Comments: *The Parish Council supported the application, there were no objections.*
 - 9.2 **Neighbourhood Planning:**
 - 9.2.1 The Neighbourhood Planning committee Chairman gave an update. The Neighbourhood Planning Committee questionnaire is due to be sent out in the next couple of weeks. It was agreed that 2 x copies of the questionnaire would be sent to each household, with appropriate

- 9.2.2 **Steering Group proposal:** It was unanimously **RESOLVED** to establish a Steering Group, rather than a committee, for the Neighbourhood Plan.
- 9.2.3 **Herefordshire Council Neighbourhood Planning Questionnaire:** It was unanimously **RESOLVED** to approve the response drafted by Cllr Berry & send it to Herefordshire Council.

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

- 10.1 **Lengthsman Co-ordinators report:** Gulleys in the Parish have been cleared by the Lengthsman, in preparation for winter.
- 10.2 **Rights of Way Officers report:** There was nothing to report.
- 10.3 **Road defects list for Balfour Beatty:** Bad weather and other issues mean that this task has not yet been completed. Cllr Carlson offered to help Cllr Daniels to carry out the survey. <<**Action Cllrs Carlson and Daniels**>>. The Clerk was asked to request a Parish Walk with Balfour Beatty representatives. <<**Action Clerk**>>. The Clerk was asked to contact Cllr Jarvis to request a list of officials who are responsible for each department. <<**Action Clerk**>>
- 10.4 **AONB River Festival Participation:** Cllr Daniels offered to enquire within the community, to discover how Parishioners feel about participating in the Festival and what sort of participation it might be; he will report back to the Council at the next meeting. <<**Action Cllr Daniels**>>

11. Parish Projects: (Cllr Drummond left the room)

- 11.1 **Walford Links:**
- 11.1.1 It was unanimously **RESOLVED** to appoint Cllr Carlson to the Working Group.
- 11.1.2 Cllr Heath gave an update on the funding fair he had attended with the Clerk; he read out the notes of his meeting with Sustrans (*available from the Clerk*) and explained that they hoped to provide approximately half the funding required for the project. Cllr Carlson confirmed that he had also been in contact with potential funding sources. Cllr Daniels asked again, how much funding would be expected from the Parish; Cllr Heath responded that none was anticipated. (*Cllr Drummond returned to the room*)
- 11.1.3 It was unanimously **RESOLVED** to approve the updated Terms of Reference and in future, to refer to the group as *The Walford Links Steering Group*.

12. Information and correspondence

- 12.1 Correspondence Appendix C, Clerks Report Appendix D and HALC Information corner were noted.
The following correspondence was noted:
- 12.2 HALC Report: Cllr Berry had nothing to report.
- 12.3 The meetings schedule has already been published and was approved.
- 12.4 Fire Service Community Risk Management Plan: It was unanimously **RESOLVED** that this consultation should be responded to by Cllr Berry – the Resilience Co-ordinator. <<**Action Cllr Berry**>>. The Council Tax Reduction Scheme: It was unanimously **RESOLVED** that this consultation should be responded to by Cllr Daniels. <<**Action Cllr Daniels**>>
- 12.5 This matter had already been dealt with, having been brought up the agenda to coincide with item 7.
- 12.6 There were no further responses required to correspondence received during October.

13. Brief public response session: Members of the public reported / asked the following:

- A very deep pot hole was reported outside Sue Exton's property Fairview, Bull's Hill. She suggested she got it repaired at her expense, but was advised not to do so. Cllr Daniels will look into this. <<**Action Cllr Daniels**>>
- How will the Neighbourhood Planning Questionnaire be publicised? It was confirmed that it had been strongly publicised in the past two newsletters. The Neighbourhood Planning Team will provide posters to be put up locally and organise a notice in the Ross Gazette, to advise parishioners of the importance of responding. Copies to be sent to Mr Puzey. <<**Action Neighbourhood Planning team**>>

14. Items for next meeting agenda: Entrance in hedge opposite the Inn on the Wye.

15. Next meeting: 11/12/13 Finance Committee 6.30pm, Full Council @ 7.30pm, Walford Village Hall
