WALFORD PARISH COUNCIL

Minutes of the Parish Council meeting held at 7.30 pm on Wednesday 18th May 2011
In Bishopswood Village Hall

Present: Frank Myers – Chairman.
Ward Councillor - John Jarvis.
Philip Heath, Marc Thomas, Heather Evans, Simeon Cole, Eric Drummond, Sandra Cole, Dave Berry, Terry Snow, George Jones, Cheryl Carpenter, John Daniels.
In attendance: Clerk – Catherine Murray. Several members of the public.

1. **To Elect a Chairman.**
   A proposer and a seconder put forward Cllr Frank Myers
   A proposer and a seconder put forward Cheryl Carpenter
   A proposer and a seconder put forward Philip Heath
   The votes were cast, Councillors filled in their ballot papers which were passed to the Clerk for counting and the result was as follows: A member of the public verified the count and Cllr Myers was re-appointed as Chairman. Cllr Myers then signed his acceptance of office.
2. **To elect a Vice-Chairman.**
   A proposer and seconder put forward Cllr Heath.
   A proposer and seconder put forward Cllr Carpenter.
   The votes were cast, Councillors filled in their ballot papers, which were passed to the Clerk for counting and the result was as follows: A member of the public verified the count and Cllr Heath was re-appointed as Vice-Chairman. Cllr Heath then signed his acceptance of office.
3. **To accept apologies for absence.** Cllr Freeman sent his apologies.
4. **To receive declarations of personal/prejudicial interest.** Cllr Cole on WA50, Cllr Berry on the Mill Race, Cllr Jones on the Mill Race.
5. **Open Session - reports**
   5.1 To receive a verbal report from West Mercia Police and to consider any issues raised which relate to crime, disorder and community safety. No representative was able to attend, due to operational duties, but a verbal report was delivered by the Clerk – it is available on request and on the website.
   5.2 To receive a verbal report from Ward Cllr Jarvis and to discuss any issues raised therein. A report was given by Cllr Jarvis, a copy is available from the Clerk on request and will be on the website. A discussion was had about the red road paint and hatching which had been applied to the junction at Kerne Bridge and the Clerk was asked to write to Highways to ask them if the road surface could be restored to its previous condition, the red paint and hatching removed and the hedge cut back. ***<<Action Clerk>>***
6. **To adopt the minutes of the previous Parish Council meeting – 09/03/11 and the APM – 13/04/11.**
   The minutes for 09/03/11 were adopted unanimously by those who were at the previous Council meetings. A small correction had been made to the APM minutes, which were then unanimously adopted as above.
7. **To consider representation on Parish Council committees:**
   7.1 Finance Committee:
   Cllrs Thomas, Evans, Berry, Cole and Snow were appointed, the Chairman is automatically appointed to this Committee. Cllr Thomas is the current Finance Chairman, the appointment will be considered at the next Finance Committee meeting.

8. **To consider the following positions and appointement of replacements where necessary:**
   - 8.1 **Lengthsman co-ordinator:** Cllr Freeman was re-appointed as the Lengthsman co-ordinator.
   - 8.2 **Rights of Way Officer:** Cllr Evans was appointed as the Rights of Way officer. Due to constraints on Cllr Evans's time, it was resolved that the Clerk and Cllr Evans would work together to co-ordinate the work to be done on the Rights of Way. ***<<Action Clerk and Cllr Evans>>***
   - 8.3 **Rights of Way contractor:** A discussion was had about who should be appointed as the new Rights of Way contractor, the Clerk put forward two interested parties – the Can Do Crew and Mr Mason – both based in Ross and was asked to gather information from them on their charges and present this to the PC at the next meeting on 8th June so that the PC could make a decision on who to appoint. ***<<Action Clerk>>***
9. **To consider representation on Parish Council working groups:**
   - 9.1 **Kerne Bridge working Group:** Cllrs Cole, Thomas, Myers and Daniels were appointed. The working group will appoint their own Chairman at their next meeting.
   - 9.2 **Recreational Ground working group:** Cllrs Cole, Carpenter, Jones, Snow and Berry were appointed. Cllr Carpenter is currently Chairman of the group who will consider the position at their next meeting.
10. **To consider representation on outside bodies**:
    - 10.1 HALC: Cllr Carpenter was appointed as the HALC representative.
11. **Finance:** See Appendix A – Finance Statement.
    - 11.1 **To consider membership of the following bodies:**
      - 11.1.1 **HALC:** The majority of Cllrs present agreed and it was ***resolved*** to continue membership of HALC for 2011/12.
      - 11.1.2 **SLCC:** Membership of the SLCC for the Clerk was unanimously approved and it was ***resolved*** to continue this membership for 2011/12. A Cllr commented that the matter of achieving Quality Status should be put on the next Agenda, so that the PC could be prepared for when the Clerk qualified.
    - 11.2 **To consider the annual insurance premium**: The provision of cover from AON Insurance was discussed and it was ***resolved*** to accept the terms of renewal.
    - 11.3 **To pay the following invoices**: It was ***resolved*** to pay the following invoices:
      - 11.3.1 Membership of HALC
      - 11.3.2 AON Insurance premium
      - 11.3.3 Lonsdale print solutions for the printing of the Parish Newsletter
      - 11.3.4 Hire of Walford village hall for the 1st quarter.
      - 11.3.5 Clerk Expenses for March and April.
    - 11.4 It was noted that the end of year accounts will be considered and approved on 8th June.
12. **Roads:**
    - 12.1 To discuss any items relating to roads to be brought to the attention of Amey. The subsidence between the White House and Saw Mills on the B4234 needs to be filled, the serious pot holes above the houses in Homme Green were mentioned and the ditch opposite Marling Pitts was highlighted as a danger – as cars went into it last winter, also a dangerous road edge on Bulls Hill was mentioned. The Clerk is to report these items to Amey as usual and request another Parish Walk with Amey to look at the defects. ***<<Action Clerk>>***
13. **Planning: See Planning document – Appendix B.**
    - 13.1 **To consider and comment upon the following planning applications:**
      - 13.1.1 Application N0: DMS/110681/F – Riverside House, Bishopswood, Ross on Wye. There were no objections to the application.
      - 13.1.2 Application N0: DMS/111001/FH – Chequers Lodge, Leys Hill, Ross on Wye. There were no objections to the application.

13.2 **To note any Planning consents given**: DMS/103102/F – Land adjacent 6 Coughton Place. DMS/110383/F – Field opp Warryfield Farm, Walford. DMS/101623/L – Tan House, Coughton. DMS/110547/F – The Old Mill, Coughton.

13.3 **To note any planning refusals:** None received.

13.4 **To note any planning enforcement notices:** None received.

13.5 **To note withdrawn planning applications:** DMS/110198/F - Arbour Hill Farm, Lincoln Hill.

It was decided to call a Public meeting to deal with a new application which had come in for the Mill Race Pub. The Clerk should find out when the Village Hall is free and invite the applicant to make a presentation, then to advise the Cllrs and public of the date and time. ***<<Action Clerk>>***

14. Lengthsman:

14.1 **To discuss any items for attention relating to the Lengthsman:** In addition to matters already raised, Cllr Cole offered to find out when the trimming of the hedges and verges would be done by Highways. ***<<Action Cllr Cole>>***

14.2 **To note receipt of the form received from HC regarding the Lengthsman's scheme.** Noted.

15. Rights of Way:

15.1 **To discuss any items for attention relating to Rights of Way:** No additional items were raised.

15.2 **To sign the Parish Paths Partnership contract 2011/12:** The contract was signed by the Chairman and the Rights of Way officer – Cllr Evans.

15.3 **To discuss the status of WA50:** It was acknowledged that within the constraints which existed due to the land being in the hands of the receivers, that WPC had done their very best to sort out the issue of the closed footpath, by written submission to HC and to the auctioneers of the site.

15.4 **To discuss the status of WA22:** A long discussion was had about the unauthorised gate across WA22, the outcome of which was that the Clerk was asked by the PC to write to HC suggesting that commonsense should be applied and as long as there was access for walkers to get round the gate it should be left in situ, as it helps to prevent a public nuisance. ***<<Action Clerk>>***

16. To receive Cllrs reports on local matters: It was asked if the Clerk could send certain Cllrs word documents which were compatible with the earlier version of word. ***<<Action Clerk>>***

17. To note correspondence received: Noted.

18. To receive the Clerk's report: The Clerk's report was received – copy available on request and will be on the website.

19. To raise matters for the next Agenda: Most were already raised, it was asked if the Police Non-emergency number be publicised and an update on the subject of Forest Green should be included.

20. Open session: Members of the public raised the following: One thanked the Clerk for circulating a request for information for inclusion in the Walford Flyer to all those standing for election or re-election. She also asked if the Clerk would send the Walford Flyer details of the newly elected Councillors. ***<<Action Clerk>>*** One asked if there was a public address system, as the acoustics were not good in the Hall. Cllr Daniels offered to find out. ***<<Action Cllr Daniels.>>***

21. To note the date of the next meeting: Finance committee meeting at 6.30pm, followed by Full Council meeting at 7.30pm at Bishopswood Village Hall on Wednesday 8th June.

Signed:--------------------------------------- Date: -----------------------------------

Catherine Murray - Clerk to the Parish Council

KEY TO ABBREVIATIONS: WPC = Walford Parish Council HC = Herefordshire Council PC = Parish Council BVH = Bishopswood Village Hall WVH = Walford Village Hall BVS = Bishopswood Village Stores Cllr = Councillor.