

WALFORD PARISH COUNCIL

Parish Clerk: Catherine Murray. Rose Cottage, Coughton, Ross on Wye, Herefordshire, HR9 5SF.

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Minutes of the Full Council meeting held in Bishopswood Village Hall At 7.30pm on Wednesday 25th November 2015

Present: Frank Myers - Chairman

Councillors: Murray Alston, Dave Berry, Shane Carlson, Karen Chinn, Simeon Cole, Heather Evans, Nesta Hirst, Sophie Hurley, Martyn Jenkins, Angus McIntosh.

In attendance: Clerk Catherine Murray. Ward Councillor Paul Newman.

1. **Apologies:** Eric Drummond (On leave). **Not present:** Luke Freeman.
2. **Declarations / Dispensations:** No declarations. Dispensation for all Councillors to discuss the precept.
3. **Minutes:** It was unanimously **RESOLVED** to accept the minutes of the meeting held on 14/10/15.
4. **Reports from / questions to:**
 - 4.1 **Police:** PC Barradale Smith and CSO Lisa Austin were in attendance. Information on their report is available from the Clerk. Of note – If people wish to start a Neighbourhood Watch scheme, please apply via the PC and the Police will help to set it up. Also, anyone can register to receive local Police reports, by registering through the West Mercia Police website, via dotMailer.
<https://westmercia.police.uk/article/8200/Register-to-receive-watch-messages>.
 - 4.2 **Ward Councillor Paul Newman:** A copy of his report is available from the Clerk. Of note – Herefordshire Council hopes to have a clear policy on fracking within 18 months. Their cabinet meeting recommended a 2% increase in council tax and the council tax support grant being withdrawn, but this will not affect the Parish Council precept figure, which is £1.18 for a band 'D' property in Walford Parish. There is Government support for a new Engineering University in Hereford.
 - 4.3 **Localities Steward:** Was not able to attend.
5. **Public Participation Session:** A member of the public asked Cllr Newman if the withdrawal of the council tax support grant related to the 2% increase in the precept that he had referred to. *Councillor Newman responded that it is likely that the cabinet will decide to withdraw the council tax support grant and that it will be withdrawn from households that usually receive it.* Another enquired about the status of Fastershire Broadband: *Cllr Carlson gave an update and said he was happy to channel enquiries from parishioners; an update will be put on the website. <<Cllr Carlson and Clerk>>*
6. **Finance:** *Finance Appendix A and bank statements for October were noted.*
 - 6.1 The Finance Chairman gave an update on the following:
 - 6.2 **Precept and Budget:**
 - 6.2.1 Budget Appendix A(2) and other associated paperwork had been circulated prior to the meeting and were referred to.
 - 6.2.2 **Budget and precept: The recommendation of the Finance Committee is that:**
 - 1) The budget for 2016-17 is approved.
 - 2) Any reduction in grant funding for the Lengthsman and P3 schemes is reflected by an equivalent rise in the precept.
 - 3) Aside from item 1) that the precept is raised by 1.9%, to cover expenditure in 2016/17 on items such as the proposed dog waste bins / signs.
 - 6.2.3 **Response to replies to the precept article in the autumn newsletter:** Replies had been circulated and considered; the Clerk will draft a letter in response. **<<Action Clerk>>**
 - 6.2.4 **Budget and precept for 2016-17:** It was proposed, seconded and **RESOLVED** to approve item 6.2.2:1 by 10 votes; there was 1 abstention; Cllr Berry had originally expressed concern regarding a 'figure to be considered' for potential business rates & utilities that may become due on the WCs at Bishopswood if the community asset transfer of Kerne Bridge Canoe Launch Site takes place. He was prepared to support budget approval, provided that this sum is not part of the actual budget figures being approved. It was proposed, seconded and **RESOLVED** to approve items 6.2.2:2–3, by 10 votes; there was 1 abstention.
 - 6.2.5 **Electronic Banking:** Cllr Carlson is in the process of being approved by Lloyds TSB, as a signatory; when this is approved, the PC can proceed with registering for electronic banking.

7 Planning:

- 7.1 **Planning Applications:** No planning applications had been received.

- 7.2 **Neighbourhood Planning:** Cllrs Carlson and Berry had attended a presentation in submitting a Neighbourhood Plan. They appealed to anyone who has an interest or expertise to come forward to help; a particular appeal was made to residents of Bishopswood and Hom Green, as at present there are no members from those areas.

Cllr Berry explained that the plan has to be properly prepared and very robust and that help is needed to do it; he also said that a Neighbourhood Plan is required so that the Parish is able to control future development. Cllr Myers will be joining the Neighbourhood Planning Steering Group, in order to assist; he explained that the Neighbourhood Plan needs to put forward a well-argued case for where we want houses to go.

8 Highways / Rights of Way / AONB: *(Appendix D contains Councillors Highways & Rights of Way Reports.)*

- 8.1 **Lengthsman Co-ordinator:** Things are under control with Lengthsman work.
Rights of Way Officer: Some signage needs doing, which should be covered by the existing budget. The Clerk was asked to order the salt and grit supplies, chase Balfour Beatty regarding the filling of pot holes and request that the white lines are re-instated on the B4234 through Walford. <<**Action Clerk**>>
- 8.2 **Work orders for the Lengthsman and Rights of Way:** No additional items.
- 8.3 **Daycroft Lane:** The Clerk was asked to request details of the Scope of Works, cost and anticipated outcome of the feasibility study proposed by Herefordshire Council.
- 8.4 **Dog waste bins & signs:** Cllrs Chinn and Evans will check out sites and locations. Cllr Berry suggested that they draw up a plan showing the required positions. <<**Action Cllrs Chinn and Evans**>>

9 Parish Projects:

- 9.1 **Village Agent Scheme:** A grant has been applied for and approved by the Wellbeing Innovation Fund, provided that the addition of a few small details to the application are approved. The PC is looking for volunteers and the Steering Group has written a job description for the employment of a part-time co-ordinator, as one is required in order to oversee the volunteers. Cllr Berry explained that the name of the scheme will change to something that the Wellbeing and Innovation Fund considers to be more suitable.
- 9.2 **Walford Links:** Cllr Carlson explained that the Steering Group will soon be up to date with the information handed over by Philip Heath and added that a parishioner with relevant experience and interest will be joining the group.
- 9.3 **Kerne Bridge Canoe Launch Site and WCs:** The Chairman explained that there has been some movement regarding the proposed contract for the community asset transfer and he hopes that there will be something for the Parish Council to decide upon at the next meeting. Herefordshire Council wishes to retain the overage clause, but only for future development which is not related to tourism; a new form of words is being considered; he reminded the Council that the asset transfer will include the public WCs.
- 9.4 **War Memorials:**
Walford Memorial Lettering restoration: The Clerk explained that a quotation has been received from Ursells of Ross, to restore the eroded lettering on Walford Memorial. Any further work must be approved by War Memorials Trust (WMT) before it can be carried out. The Clerk will send the relevant information, along with the completion report for cleaning and re-pointing the memorial to WMT, so that they can consider whether restoration of the lettering is eligible for further grant funding of 75%. <<**Action Clerk**>>
Bishopswood Memorial Fencing: Before this can be considered by the Parish Council, or WMT, evidence is required of ownership of the fence and of the fence being in place historically. The Clerk was asked to contact all those who wrote in supporting replacement / repair, asking them to look into gathering this evidence. <<**Action Clerk**>>
Ongoing maintenance: An ongoing maintenance proposal is required by WMT, as part of the grant conditions. Ursells of Ross has submitted quotations for Howle Hill and Walford Memorials, which the Council were acquainted with. The Clerk was asked to contact WMT about possible funding towards ongoing maintenance. <<**Action Clerk**>>
- 9.5 **Defibrillator:** Cllr Berry explained that Cllr Freeman will be supplying a defibrillator for Parish use which will be fitted to the outside wall of the Mill Race Pub; The PC has agreed to purchase an external box to house the unit, but the box must match the defibrillator model, so further information is required on this before an external box can be purchased. <<**Action Cllrs Berry & Freeman**>>
- 9.6 **BT Phone Box:** Suggestions were invited for use of the BT phone box in Walford, which has been adopted by WPC; the most popular were: 1) Information Hub for tourists. 2) Location for footpaths map. The Clerk was asked to investigate what might be suitable, i.e.: Advertising for Local businesses / B&Bs etc. <<**Action Clerk**>>

10 Events in 2016:

- 10.1 Queen Elizabeth 90th Birthday celebrations. (10th–12th/06/16) No interest in holding a parish event.
- 10.2 Wye Valley River Festival 2016. (29th of April – 15th May 2016) Cllrs Chinn and Hurley will look into what Bishopswood Village Hall is doing, mindful of not duplicating an event and will co-ordinate with Monica Edmunds. <<**Action Cllrs Chinn and Hurley**>>

11 Information and correspondence

- 11.1 Correspondence Appendix C, Clerks Report Appendix D and HALC Information corner were noted.
- 11.2 **Responses to correspondence:** The Clerk will respond to all correspondence necessary.

11.3 **Councillor reports on local matters:** Cllr Evans will check on the replacement of signs.

11.4 **Fracking Consultation:** The PC will not respond, as the consultation is not directed to PCs, but the Clerk will write to Jesse Norman and Ward Councillor Newman, asking what Herefordshire Council is doing regarding fracking; the clerk will also write to HALC for their advice. <<**Action Clerk**>>

12 **Brief public response session:** A member of the public asked about the fracking consultation – *the clerk will send him the relevant information.* Another asked, with regard to the Neighbourhood Plan, whether the housing provision target for Walford starts from now, or do houses already built come into the equation? *Cllr Carlson explained that the allocation dates back to 2011, so the parish will be credited for those houses already built / approved. At present the Core Strategy conditions have to be met and our Neighbourhood Plan will sit under the Core Strategy to give more weight and detail.* Another asked for the definition of ‘for social wellbeing’; *she was asked to contact the clerk with full details of her query.*

13 **Items for next meeting agenda:** Nothing further than those items already raised above.

14 **Next meeting:** 13/01/16 Full Council @ 7.30pm at Walford Village Hall. *The Clerk explained that due to booking clashes at Walford Village Hall the date of the meeting on 6th April may be altered – see the website and local notices.*

15 **Confidential Closed session:** *(The public were asked to leave the room)*

Lengthsman Contracts: Discussions are recorded in confidential minutes.

Signed: Frank Myers

Date: 13/01/16