

WALFORD PARISH COUNCIL

Minutes of a Parish Council meeting held at 7.30 pm
on Wednesday 10th March 2010 in Walford Village Hall

Present: Frank Myers – Chairman

Simeon Cole, Eric Drummond, Heather Evans, Philip Heath, Geoffrey Symonds, Marc Thomas, Bridget Vince, Alan Whitlock.

In attendance: Acting Clerk – Lynda Wilcox. 3 local residents.
Ward Cllr John Jarvis West Mercia Police CSO

1. Apologies for absence were accepted from:

Derek Allen, Sandra Cole, Michael Downey & Luke Freeman.

2. Declarations of interest – none declared

3. Open session

3.1 West Mercia Police – The Community Support Officer reported:

- 3.1.1 The elderly were being targeted for distraction burglaries.
- 3.1.2 There had been a number of jewellery thefts.
- 3.1.3 Bogus lottery-win fraudsters were operating in the area.
- 3.1.4 The Herefordshire Crime Prevention Panel was operating a free of charge messaging service, to alert Herefordshire residents of criminal activities.

3.2 Herefordshire Council - Ward Councillor John Jarvis reported:

- 3.2.1 Whenever possible, he was setting Mondays aside for his ward councillor activities.
- 3.2.2 As the new Chairman of the Safer Herefordshire Partnership, he would be discussing speed cameras, drugs, re-offending etc. at bi-monthly meetings.
- 3.2.3 Due to the high number of potholes earlier in the year, Amey Herefordshire had undertaken temporary repairs, which were now being programmed for more permanent measures.
- 3.2.4 The 20mph speed limit by the school was up and running.
- 3.2.5 Superintendent Mark Turner had moved on and Superintendent Kevin Purcell was now the Divisional Commander.
- 3.2.6 In response to a query, Cllr Jarvis explained that recycled paper was sorted, baled, but not very secure. Personal information should be removed.
- 3.2.7 Cllr Symonds thanked Cllr Jarvis for sorting out a refuse problem.
- 3.2.8 In response to a road problem in the Old Hill Farm area, notified to the Chairman by a local resident, Cllr Jarvis offered to carry out an inspection with officers from Amey Herefordshire, in the near future.

3.2.9 Two large potholes on Star Hill, would be investigated on the same occasion.

3.3 Views raised by local residents

3.3.1 A local resident queried why the previous Clerk's contact details were still on the parish web page. The Chairman confirmed that the webmaster had been requested to remove her details.

Cllr Thomas suggested that a local website supplier might be more beneficial to the parish.

3.3.2 In response to a second local resident questioning the apparent lack of activity by the parish council, the Chairman referred to the internal difficulties experienced by the parish council over recent months, but hoped that progress would now be made.

3.4 Open session agenda item

Following discussion it was RESOLVED: To concur with a resident request to move the open session for residents to the end of each parish council agenda, but to retain reporting by West Mercia Police and the Ward Councillor, towards the beginning.

4. Minutes of previous Parish Council meetings

4.1 1st December 2009

RESOLVED: To adopt the revised minutes, as circulated, excluding the yellow shaded areas.

4.2 2nd December 2009

RESOLVED: To adopt the minutes, as circulated.

4.3 20th January 2010

RESOLVED: To adopt the minutes, as circulated.

4.4 1st February 2010 – These minutes had been adopted on the evening of the meeting.

4.5 17th February 2010

RESOLVED: To adopt the minutes, as circulated, subject to the following amendments which were initialled by the Chairman:

4.5.1 Page 3/10, item 7.3 to read "Cllrs: Thomas & Cole offered to assist with moving the parish plan forward."

4.5.2 Page 3/10, item 10.7 to read: "Flooding at Arbour Hill".

4.5.3 Confidential Minute amendments:

a) Item 12.2 ... delete "via" from second line.

b) Item 12.3 ... Add: "Project related work to be up to an additional eight hours per week."

It was noted that Cllr Evans would prefer a hard copy of future minutes.

5. Finance

5.1 HALC Emergency cover

RESOLVED: To pay £100 for February parish council meeting cover, upon receipt of an invoice from HALC.

5.2 New model Standing Orders

5.2.1 RESOLVED: To purchase a copy of new model standing orders from HALC for the reduced membership rate of £25.00, upon receipt of an invoice from HALC.

5.2.2 Upon receipt of the new Standing Orders booklet, a working group consisting of Cllrs: Cole, Drummond, Heath & Myers, would draft revised Standing Orders for consideration by the parish council, ensuring that all passages in bold were retained.

5.3 Appointment of an Internal Auditor

RESOLVED: The Chairman would approach a local resident who may be interested in the role of internal auditor to the parish council.

5.4 Terms of Reference for Finance Committee

5.4.1 RESOLVED: The Finance Committee would revisit their current terms of reference in June.

5.4.2 The Finance Committee Chairman, Marc Thomas, reported that he had checked the account balances and produced an income & expenditure statement, which had been circulated to all councillors.

5.4.3 There were no outstanding items for payment.

5.5 Current grants available for new notice-boards

5.5.1 The Acting Clerk would obtain details of new notice-boards, together with possible grant opportunities.

<<<Action-Acting Clerk>>>

5.6 Banking arrangements

5.6.1 In response to a query by the Acting Clerk, the Finance Committee Chairman responded that he understood individuals were only able to move money between the two parish council internet accounts, not to withdraw funds. The Acting Clerk reminded members that lawful expenditure by a parish council requires two cheque signatories.

5.6.2 The current bank mandate was noted as any two of the following four councillor signatories:

Eric Drummond
Heather Evans
Frank Myers
Marc Thomas

6. Planning

6.1 'Shaping our Place 2026' consultation

6.1.1 There was detailed discussion on the planning consultation document, which had been the subject of a presentation by Herefordshire Council to residents of Walford on 10th February.

6.1.2 It was RESOLVED: that Cllr Thomas would complete the response form on behalf of the parish council, along the lines of the following agreed views:

- a) The current settlement boundary should be broken because the topography of the village meant that settlement was unworkable as there was no space within the boundary.
- b) Parish councillors wanted to create a community, not build houses.
- c) A criteria basis was favoured along the following lines:
 - i. People living in affordable homes have connections with the village.
 - ii. There was sufficient flexibility for reviews to take place on a regular basis, probably every 5 years.
 - iii. Due regard was given to the AONB status.
 - iv. The design and position of new properties should have due regard to the principles contained in the Parish Plan.

Other councillors were urged to send further comments to Cllr Thomas, who would deliver the completed consultation to Ward Cllr Jarvis that Sunday morning. Cllr Jarvis would then personally deliver the document to Herefordshire Council, the following day.

6.1.3 Cllr Thomas outlined some of the planning issues contained in the Parish Plan as:

- a) Retention of green belt between Ross and Walford.
- b) No development in Walford itself.
- c) No ribbon development along the B4224.

6.2 Process for responding to planning applications

A draft policy for commenting on minor planning applications between meetings, by delegation to the Clerk, would be circulated with the next agenda. <<<**Action-Acting Clerk**>>>

7. Highway matters

7.1 Provision of signs – Arbour Hill

Ward Cllr Jarvis offered to discuss the provision of the following signs with Jarvis Herefordshire:

7.1.1 Speed reduction.

7.1.2 Horse & rider.

<<<**Action-Ward Cllr. Jarvis**>>>

7.2 Traffic & parking matters in vicinity of school

A response on parking matters was awaited from the school.

7.3 'SID' (Speed Indicator Device)

Due to the presence of the new traffic calming measures at the school, it was considered that the current periods for SID hire from Herefordshire Council, could be halved.

<<<**Action-Acting Clerk**>>>

7.4 Flooding at Arbour Hill

To be considered by Cllr Jarvis and Amey Herefordshire officers, at the time of their proposed site visit.

8. Lengthsman

Following discussion, it was RESOLVED: to continue the current system of operating the Lengthsman scheme.

9. NALC consultation on Business Plan 2010-2015.**10. Correspondence** – nothing further to report.**11. Matters raised for next agenda**

11.1 Reports on Parish Plan projects.

11.2 Strategic role for Walford Parish Council.

12. Date of next meeting – 14.4.10. in Bishopswood Village Hall.

12.1 It was RESOLVED: that the Annual Parish Meeting would be held at 7.00pm on 14th April, immediately prior to the parish council meeting at 7.30 pm.

13. Recruitment process for new Clerk

13.1 It was RESOLVED: that the advertisement Cllr Thomas was preparing for a new Clerk, would be placed in the Hereford Times and the Ross Gazette.

<<<Action-Cllr Thomas/Acting Clerk>>>

There being no further business, the Chairman closed the meeting at 9.50 pm.

SIGNED **DATE**