

WALFORD PARISH COUNCIL

Minutes of the meeting of Walford Parish Council



Held online Wednesday 29th July 2020, 7:30pm

Present: Councillors: Monica van Lienden (Chair), Joanne Akers (Vice-Chair), Chris Barron, , Simeon Cole, Ruth Dolman, Eric Drummond, Heather Evans, Elizabeth Jordan, Sian Newbert, Bob Puzey, Bridget Vine

In attendance: Jayne Putland (Parish Clerk), Yolande Watson (Ward Councillor) and two members of the public.

1. **Apologies:** Karen Chinn and Cllr Guy Smith.

2. **Declarations of interests:**

- Cllr Cole declared a pecuniary interest in item 5.2 and 5.5.
- Cllr Evans declared a non-pecuniary interest in item 5.2.
- Cllr van Lienden declared a non-pecuniary interest in item 5.2.
- Cllr Drummond declared a non-pecuniary interest in item 5.1, 5.3 and 5.4.

3. **Minutes:**

It was **resolved** to adopt the minutes of the meeting on 13th July 2020 as a true record of the meeting. The Chair will sign the minutes when physical meetings are permitted.

4. **Public Participation Session:**

4.1 An update email report from the Ward Councillor had been distributed before the meeting. Cllr Newbert regarding the Lengthsman Scheme and why Walford Parish Council were not registered. The Ward Councillor noted that Walford Parish Council had not been registered on this scheme last year and that it had self financed all works that were being carried out. It was agreed to register Walford Parish Council for the 20/21 year.

There was discussion regarding the toilets at Kerne Bridge Canoe Launch Cllr van Lienden stated that no feedback as yet had been received from a recent site meeting with Hereford Council. It was agreed that further discussions with Bishopswood Village Hall, Riversea Holdings and Walford Parish Council are needed to finalise the position regarding the toilets.

4.2 A member of the public highlighted that reasons for Councillor absence from meetings had not been given. The Chair stated that as members of the public are present at these meetings it is not advisable to advertise if Councillors are away on holiday. It was agreed that the Clerk would state that reasons had been provided but not necessary provide those reasons. . A member of the public was concerned at the frequency that councillors are abstaining from voting; for example, at the recent extraordinary meeting on a particular proposal only three out of eight councillors registered a valid vote and the other five abstained. The Councillors were reminded of the requirements in 'The good Councillor's Guide' It was agreed that Councillors would in future give reasons if abstaining from voting.

5. **Planning:**

Cllr Drummond was moved to the electronic lobby.

5.1 P201813/F- Land at Upper Lodge, Bishopswood, Ross on Wye, HR9 5QY - Proposed replacement dwelling

As the size of this proposed dwelling has been reduced in this re-submission Walford Parish Council do not have any objections though there does seem to be an error regarding the main sewer which does need to be addressed. As there were no objections it was **resolved** to approve this application.

Cllr Drummond was moved back to the meeting from the electronic lobby.

Cllr Cole, Cllr Evans and Cllr van Lienden were moved to the electronic lobby.

As the Chair left the meeting Cllr Akers (Vice-Chair) took over the meeting.

5.2 P201739/F - Quabbs Farm, Walford, Ross on Wye, HR9 5RE - Proposed erection of two stables on a concrete base and the change of use of land to a mixed use for the keeping of horses and agriculture.

There were no objections received and it was **resolved** to approve this application.

Cllr Cole, Cllr Evans and Cllr van Lienden were moved back to the meeting from the electronic lobby.

Cllr Drummond was moved to the electronic lobby.

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5.3 P201843/FH - Upper Warryfield, Walford, Ross on Wye, HR9 5QW - Proposed alterations and extension to a Grade II listed building and the erection of new garage outbuilding.

Council did not have any objections with this application. As a Grade II listed building, and the amount of documentation supporting this application, it was felt that a more professional eye would have been taken before coming to the planning application stage. One point that the council would like to make is that some members could not open some of the documents on website. It was **resolved** to approve this application.

5.4 P201844/L - Upper Warryfield, Walford, Ross on Wye, HR9 5QW – Listed Building Consent - Proposed alterations and extension to a Grade II listed building and the erection of new garage outbuilding.

Ward Councillor noted that this application was for listed building consent and was normal for 2 applications to be received. It was **resolved** to approve this application.

Cllr Drummond was moved back to the meeting from the electronic lobby.
Cllr Cole was moved to the electronic lobby.

5.5 P201303 – Daycroft House, Daycroft Lane, Walford, HR9 5SB – Planning Re-consultation – Proposed free standing structure for use as a barbecue shelter.

In the re-submission the height of the roof line had been changed and would now be lower. The Council did not have any objections and it was **resolved** to approve this application.

Cllr Cole was moved back to the meeting from the electronic lobby.

6. Finance:

6.1 As the Finance Committee Chair was not present Cllr Akers reported on behalf of the Finance Committee:

- Annual Governance and Accountability Return – to be discussed at item 6.2.
- Risk Management Register – record to accept.
- Tree Survey at Kerne Bridge Canoe Launch- Finance Committee awaiting report and should be presented at next meeting.

6.2 It was **resolved** to approve the year end accounts and for the Chair to sign off the Annual Return. Cllr Akers thanked the clerk for her hard work in completing this. Chair to sign return and send over to clerk but also thanked Cllr Akers for Chairing the Finance Committee meeting.

7. Highways and footpaths: -

7.1. To receive report from Lengthsman Co-ordinator
Nothing to report.

7.2. To receive report from Rights of Way Officer

The Locality Steward (Balfour Beaty) acting on behalf of Hereford Council is not communicating with the Rights of Way Officer who wondered if the Clerk could ask the Locality Steward to communicate with the Rights of Way Officer before any works are carried out. Ward Councillor kindly offered to contact the Locality Steward to help alleviate the Clerks work load. The Rights of Way Officer reported that there had been works carried out to replace signposts.

8. Neighbourhood Development Plan steering group: -

8.1. To received report from NDP Steering Group.

The steering group had prepared a process for finalising and publishing the site assessment report as well as the draft NDP. It is proposed to present the site assessment report to an extraordinary meeting of the Council on 12th August. The meeting will be closed to the public because of the commercial sensitivity of the contents. Councillors will then have 7 days to read and ask questions before voting at the Full Council meeting on 19th August 2020 on a motion to approve the publication and public consultation of the site assessment report.

Chair noted that if Cllrs had any requests/ideas for S106 monies that these need to be sent to Cllr Newbert and the Clerk will add to the agenda for the next Full Council Meeting on the 19th August 2020.

9. WCSS working group: -

9.1. To receive questions on working group update report

The WCSS working group has a meeting scheduled for Tuesday 4th August. Treat boxes have been received well and Co-ordinator is working with Cllr Puzey to draft a service directory to promote local businesses. Cllrs should send any information for inclusion on the list to Cllr Puzey.

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10. Community engagement working group: -

10.1. To receive questions on working group update report
Nothing to report.

11. Safety working group: -

11.1. To receive questions on working group update report
No questions were received.

11.2. To consider S106 money

To be added to next Full Council agenda on the 19th August 2020.

11.3. To consider community assets register.

Cllr Akers asked if this register is different from the Asset Register. Cllr Newbert explained that the community assets register identifies things that are of community importance.

12. Environmental working group: -

12.1. To receive questions on working group update report
Nothing to report.

13. Resumption of Physical Meetings:

Cllr Barron noted that the advice from HALC/NALC had not changed since the last meeting and that given the infection rate is starting to rise that it would be better for both the community and NHS to not commence physical meetings. There was a discussion regarding Hybrid meetings, where Cllr's and members of the public could attend both physically or remotely, and the issue of what technical equipment/systems would need to be in place. It was agreed that as Bishopswood Village Hall has wifi then a hybrid meeting scenario would be tested.

14. Correspondence Received from Members of the Public:

The Clerk had sent a summary of correspondence received between April-July 2020 before this meeting.

Complaints

Windsong Barn, Leys Hill

Numerous complaints had been received by the Parish Council either in writing to the Clerk or verbally reported to Cllr Akers in relation to activities at Windsong Barn. These included breach of lockdown rules with a very large social gathering in May, ponies & traps regularly galloping on lanes at great danger to themselves and other road-users, large numbers of vehicles regularly visiting the property driving dangerously and too fast, welfare concerns regarding the horses, horses regularly escaping from the field, horse-drawn vehicles using bridleways, drones flying over neighbouring properties, frequent burning of rubbish and general anti-social behaviour. It was noted that a large (overnight) police operation had also recently taken place at the property. Walford Parish Council Police Representative had been in contact with the Police who stated that residents need to log any complaints with the Police evidence purposes so that they can take action. Cllr Cole will contact the Ross-on-Wye Enforcement Officer. It was agreed that the Parish Council would send a letter to the landowner outlining the concerns and highlighting landlord and tenant responsibilities. The Ward Councillor has referred matters to Herefordshire Council and has provided the following contacts if parishioners have concerns:

1. **Anti-Social Behaviours**

All crime should first be reported to West Mercia Police, call 101 (in an emergency always call 999). To give information regarding a crime or report a crime anonymously: Use the charity organisation CrimeStoppers at <https://crimestoppers-uk.org/> or [0800 555111](tel:0800555111).

2. **Animal Welfare**

Contact the RSCPA on [0300 1234 999](tel:03001234999) or follow the links to contact them on:

<https://www.rspca.org.uk/utilities/contactus>

Further information on animal cruelty can be obtained through the website:

<https://www.westmercia.police.uk/advice/advice-and-information/ac/animal-crime/>

3. **Burning of commercial or household waste (bonfires)**

Please contact Herefordshire Council via

https://www.herefordshire.gov.uk/info/200145/business/133/environment_and_pollution/2

Alternatively, ring the Environment Agency – Hotline: [0800 80 70 60](tel:0800807060), <https://www.gov.uk/report-an-environmental-incident>

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4. Misuse of or problem with a public right of way (footpath, bridleway or byway)

Please send an e-mail to the Clerk of the Walford Parish Council for the attention of the Footpaths Officer (Cllr Evans) and/or contact the Public Rights of Way Team at Herefordshire Council via https://www.herefordshire.gov.uk/info/200242/Public_rights_of_way

5. Speeding traffic on bridleways, lane, or road

This is a matter for West Mercia Police. Urgent matters call 999. For non-urgent matters call 101. Please inform the Clerk of Walford Parish Council for the attention of Police Liaison person: Cllr Jordan.

6. Lack of compliance with Covid-19 measures

This is a matter for West Mercia Police. Urgent matters call 999. For non-urgent matters call 101. Alternatively, follow the links via <https://www.westmercia.police.uk/contact/af/contact-us/>

7. Removal of Trees or Hedgerows or concerns about a breach in planning

Please send an e-mail to the Planning Enforcement Team on https://www.herefordshire.gov.uk/info/200142/planning_services/100/planning_enforcement/
For urgent matters, contact the Team on: [01432 260386](tel:01432260386)

8. Noise nuisance

Read the advice on the Herefordshire Council website before making a formal complaint via: https://www.herefordshire.gov.uk/info/200145/business/133/environment_and_pollution/4

Footpath WA1 - Cubberley House Estate

Cllr H Evans to provide further information as Rights of Way Officer. Footpath had been blocked both at the Ross end and Walford end with various Harris fencing, soil and plywood used and the footbridge had been removed. Hereford Council has taken legal action against the landowner which is in due process.

Newsletter

Clerk had received an email thanking the council for the latest edition of the Walford Parish Newsletter and asked if it would be possible to stop it being sent in plastic wrapping. Cllr Puzey was looking into whether this could be changed.

Both the Clerk and NDP Coordinator had received thank you email for newsletter and referenced to the draft NDP plan proposal. They wondered if some sort of chicane or 'village gateway' arrangements could be made to slow traffic down around Kerne Bridge and the entrance to the canoe launch site. NDP coordinator had replied to this email and wondered if council could consider this for the S106 initiative list.

15. Items for next meeting agenda (No discussion) :-

- 15.1. Dog Litter Bins
- 15.2. Structure and Operation of Working Groups
- 15.3. S106 (Community Infrastructure Levy Parish List) Wish List
- 15.4. Upgrade website to .gov domain

16. Next meeting: - Wednesday 19th August 2020 at 7.30pm - location to be confirmed

The meeting closed at 20:58

SIGNED _____ DATE _____