

WALFORD PARISH COUNCIL

Minutes of the meeting of Walford Parish Council



Held Wednesday 23rd June 2021, 7:30pm
At Walford Village Hall

Present: Councillors Akers - Chair, Chinn, Cole, Dolman, Drummond, Hannah, Evans, Curtis, Francis, Petersen, Vine

In attendance: D Berry (Clerk)

1. **Apologies for absence:** Councillors O'Brien, Whelan
2. **Declarations of interests:**

Councillor Cole	Planning application 211989 – nonpecuniary
	Premise's licence, Wythall – pecuniary
Councillor Chinn	Premise's licence, Wythall – nonpecuniary
Councillor Drummond	Agenda item 19.2 – nonpecuniary
3. **Minutes: Resolved** to adopt the minutes of the meeting held on 22nd April 2021 subject to minor correction 6.2.1 addition of councillor Evans to the task & finish working group.
The Chair signed the minutes.
As the minutes for 19th May 2021 were circulated late, adoption is to be deferred until the next meeting.
4. **Meeting etiquette:** - Councillors were made aware of Standing Orders clauses 1 – 3 and reminded that all emails must be copied to the clerk
5. **Public Participation Session:**
 - 5.1. No West Mercia police representative was present
 - 5.2. A written report was provided by Ward Councillor Watson (who was not present) several questions arose that will be dealt with via email
 - 5.3. A written report was provided by the Localities Steward (who was not present)
 - 5.4. Clerk's report – no questions arose
 - 5.5. Public participation session –
6. **Finance:** -
 - 6.1. **Resolved** to approve the payments on Appendix B
 - 6.2. **Resolved** to ratify the payments on Appendix B
 - 6.3. **Resolved** - the Annual Governance & Accountability Return (AGAR) for 2020/21 was unanimously accepted. The Chair and Clerk signed as appropriate.
7. **Projects:**
 - 7.1. **Community Support Scheme** - A written report was provided
 - 7.2. **Kerne Bridge Canoe Launch** – no report provided
8. **Highways and public rights of way:** -
 - 8.1. To receive report from the Rights of Way Officer
 - 8.2. This item was moved to item 10.3 by unanimous agreement
9. **Lengthsman:** -
 - 9.1. Work approval – the clerk will draft a proposal
 - 9.2. Tendering – the clerk shall compile a list of potential candidates
10. **To appoint working groups and councillor roles:** -
 - 10.1. **Resolved** to revert the NDP Committee to NDP Steering Group. Membership - Councillors Dolman, Akers. Non-councillors Andrew De la Haye, Bob Puzey, Chris Baron, Peter Dunn, Janine Liddle, Frederick Gibbs
 - 10.2. Membership of the various working groups were agreed as follows
 - 10.2.1. WCSS - Councillors Akers, Chinn, Dolman, Curtis, Vine
 - 10.2.2. Community Engagement – Councillors Akers, Chinn, Whelan
 - 10.2.3. Safety & Environment – Councillors Akers, Cole, Evans, Francis, Petersen, Whelan, Vine, non-Councillors to be confirmed later
 - 10.2.4. Flooding – Councillors Akers, Drummond, Cole, Evans, Francis, Petersen, non-Councillors to be confirmed later

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- 10.3. The following roles were agreed:
- 10.3.1. Lengthsman Coordinator – Councillor Cole
 - 10.3.2. KBCL Coordinators – Councillors Cole, Petersen
 - 10.3.3. Resilience Coordinator – not filled
 - 10.3.4. PROW Officer – Councillor Evans
 - 10.3.5. Police Liaison – not filled
 - 10.3.6. HALC Representative – 3 candidates; Councillors Cole [2 votes], van Lienden [2 votes], Vine [7 votes]. Councillor Vine will be nominated for a place on the HALC executive in September.
11. **Church Road signage:** - as all the necessary approvals are in place, the clerk was instructed to arrange with the Locality Steward and Lengthsman for the signs to be installed.
12. **Leys Hill junction:** - The email from BBLP dated 19th May 2021 was noted
13. **Councillor Emails:** - The clerk was instructed to obtain a costed proposal
14. **Councillor training:** - A bespoke training session has been arranged with HALC for 7:30 pm on 8th July 2021 at Walford Village Hall. A request has been made for a training session for the Chair.
15. **Planning:** - The following applications for determination by Herefordshire Council were considered
- 15.1. 211256 - no objection
 - 15.2. Wythall premises license - no objection [councillors Cole and Chinn left the room]
 - 15.3. 211989 - no objection [councillor Cole left the room]
16. **Neighbourhood Development Plan:** - the draft minutes of the last NDP meeting were presented
17. **Items for the next meeting agenda:** -
- 17.1. Relations with the press / media
 - 17.2. The tender for the Lengthsman contract
 - 17.3. Review committee terms of reference
 - 17.4. Review policies and procedures
 - 17.5. Smartwater
 - 17.6. NDP
 - 17.7. Leys Hill junction
 - 17.8. The Dam
 - 17.9. Disposition of the felled timber from KBCL
 - 17.10. Appointment of Resilience Coordinator
 - 17.11. Appointment of police liaison representative
 - 17.12. Councillor emails
18. **Next meeting:** - Wednesday 21st July 2021 at 7:30pm – Bishopswood Village Hall.
- The meeting closed at 21:26
Standing Orders were suspended to allow the meeting to extend beyond two hours
Members of the public were excluded
19. **Confidential session:** - minutes of the confidential items and are published separately
- The confidential session closed at 22:10

SIGNED

Joanne Aheys

DATE

21/7/21