

WALFORD PARISH COUNCIL

Minutes of the meeting of Walford Parish Council



Held Wednesday 21st September 2022, 7:30pm
At Bishopswood Village Hall

Present: Councillors Akers - Chair, Evans, Chinn, Vine, Petersen, Cole, Dolman, Francis, O'Brien

In attendance: N Richmond (Clerk), and members of the public.

1. **Apologies for absence:** Councillors van Lienden, Curtis, Whelan, Drummond and Ward Councillor Watson - reasons for absence were accepted.
2. **Declarations of interests:** No dispensations were requested. The following declarations of interest were made:
Cllr Chinn – agenda item 11 NDP non-pecuniary.
Cllr Cole – agenda item 11 NDP and agenda item 10.3 Howle Hill both non-pecuniary and planning application 221806 pecuniary.
Cllr Francis – agenda item 11 NDP and planning application 221806 non-pecuniary.
Cllr Vine – agenda item 5.1 expenses payment to Chris Barron pecuniary.
3. **To consider minutes of the previous meeting held on 20th July 2022.**
The minutes of the meeting of 20th July 2022 were **APPROVED** and were signed by the chairman.
4. **Public Participation Session:**
 - 4.1. There was no representative of West Mercia Police present.
 - 4.2. Ward Councillor Watson was not in attendance – her report had been circulated and no questions arose from her report.
 - 4.3. Reports from the Locality Steward had been circulated and there were no comments.
 - 4.4. The clerk's report was received. Cllr Evans suggested that the noticeboard ordered for Walford Village Hall was not the correct size. Cllr Akers asked the clerk to check with the village hall if this was the case, and if so the noticeboard would be deployed elsewhere.
 - 4.5. Public Participation session. Several members of the public spoke in relation to agenda items 8.3.1 and 8.4 (incorrectly numbered 8.3.2 on the agenda) relating to the KBCL, including Raphael Leadbetter, Laura Leadbetter, Graham Morgan-Watson, Guy Smith and Sonie Woodington. All expressed great opposition to the unapproved use of a mobile bar at the site as a potential danger and increased risk to KBCL users due to alcohol consumption, and were opposed to the over-use and exploitation of the site. There was a recommendation in relation to item 8.3.1 (gates to KBCL launch) that a meeting of the KBCL Working Group and Bishopswood Village Hall committee take place to better explain the proposal. In addition to these comments several speakers expressed disappointment that the mobile bar was not discussed at the initial meeting of the KBCL working group. Cllr Akers asked Charlie Baker of Riversea Holdings to comment – he advised that the bar, run by his girlfriend, had been due at a different venue which was cancelled at the last moment. The bar was opened outside the working hours of the canoe launch and closed before dark and there was minimal noise created. Cllr Akers thanked everyone for their comments which were noted by the councillors and advised that further consideration would be made later in the meeting when the agenda items were discussed. Cllr O'Brien reported that Walford School wished to pass on their thanks for the pavement clearing that the parish lengthsman had completed from the school to Walford Church and beyond. The school said that the safety of children and parents using that route to school had been greatly improved. The clerk was asked to pass on these comments to the lengthsman.
5. **Finance:**
 - 5.1. The proposed payments and payment ratifications on Appendix B were **APPROVED** by a vote of 8 in favour with Cllr Vine abstaining due to her declared interest.
 - 5.2. The year to date R&P expenditure report was **APPROVED**. Cllr Vine asked about an overspend of the lengthsman budget given the payments that had just been approved. Cllr Chinn said that the finance committee would consider this in relation to the current budget and the budget for 2023-24. Cllr Cole pointed out that there exists a substantial lengthsman reserve within the council's finances.

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6. Appointments.

6.1 HALC representative.

Cllr Akers advised that Cllr Vine was the existing representative but asked if anyone else wished to be considered. Cllr Cole asked to be considered in addition to Cllr Vine so a vote was taken – 3 votes for Cllr Cole and 6 for Cllr Vine so Cllr Vine was appointed.

6.2 Walford Village Hall representative.

Cllr Akers suggested that more information be given by Walford Village Hall as to what the role entailed so the matter was held over pending that information.

6.3 Council Role descriptions.

The particular roles in question relate to the Lengthsman Co-ordinator and the PROW Officer, however as council has not yet received role descriptions from HALC the matter will be held over and the clerk will chase HALC for the descriptions.

7. Personnel.

7.1 Community Support Co-ordinator.

Cllr O'Brien apologised for the delay in getting the role advertised in HALC publications. It was suggested that adverts be placed in most of the available noticeboards in the parish and put both on the website and facebook. Cllr O'Brien will pass on the advert to the clerk to distribute. It was noted that the temporary co-ordinator Nicole McIntosh has said that she will not continue after the end of October so an appointment needs to be made in October. Cllr Akers also commented that the scheme now operated with just four regular volunteers and invited anyone in the meeting to come forward to help as a volunteer.

7.2 Code of Conduct. Councillors were reminded of the conditions of the Code of Conduct.

8. Kerne Bridge Canoe Launch.

8.1 KBCL Maintenance Co-ordinator.

8.1.1 Cllr Petersen advised that a grant of £2k may be available from the Wye Valley AONB toward the riverbank erosion costs, and that a permit from the Environment Agency costing £1k is required before an application can be made. Cllr Petersen will ask the two contractors for updated quotes as it was felt that these may have increased.

8.2 KBCL Performance Management Checklist.

A new visual inspection of the site has been carried out by Cllrs Petersen and Cole and the report circulated. In summary Cllr Petersen advised that all is in order at the site. He suggested that some of the checks are not actually required quarterly but can be semi-annually. Cllr Chinn suggested that Cllr Petersen consult with Cllr Whelan and produce a proposal for the next meeting of which checks can be amended as to their regularity.

8.3 KBCL Working Group. The notes of the meeting held on 18th August had been circulated.

8.3.1 Cllr Akers suggested that the proposal for gates be deferred until a further meeting of the KBCL working group could be arranged with representation from BVH. This was seconded by Cllr Cole and approved unanimously.

8.4 Mobile bar at KBCL (item 8.3.2 on the agenda).

Councillors wished it to be known that approval from the council for the appearance of the mobile bar had not been sought or given. Cllr Akers noted there were two aspects to consider summarised as the legal requirements and the moral responsibility. While Charlie Baker advised his girlfriend holds a personal licence for the sale of alcohol the legal position was unclear so this needs to be clarified before any decision regarding the mobile bar in future could be considered. It was proposed that no further use of the bar to sell alcohol during the remainder of the current canoeing season be allowed and the Clerk will further investigate the legal requirements associated with a mobile bar. A vote was taken 8 in favour 1 against so the proposal was carried. The Finance Committee will consider the return of any funds paid to the council resulting from the bar takings being added to the café takings, although as the clerk advised the event took place in August and council has only received payment for turnover up to the end of July.

9. Projects: -

9.1. **Community Support Scheme** – No report was provided but Cllr Akers commented that the scheme now operates with just 4 key volunteers which is unsustainable in the long term. Cllr Akers called for more volunteers and appealed to anyone present who could help to come forward. Cllr O'Brien will contact JKHS to see if the scheme can be represented at their careers fair to attract volunteers.

9.2. **Police Liaison.** Cllr Whelan's report was received. No questions arose.

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9.3 Safety & Environmental Working Group.

The report of the SEWG was received no questions arose.

9.3.1 Drainage Grant

It was agreed that work at Daycroft Lane could be undertaken using public money despite some of the work being on private land, given the seriousness of the flooding which occurs in Daycroft Lane and which affects several other properties. The cost however based on Terry Griffiths quotation at £9,500 is quite substantial given that the grant is £4,339, so it was agreed that the residents be contacted and a meeting with them held to ascertain if they would contribute toward the costs. Additional quotations for the work will also be sought. In respect of Deepdean it was proposed by Cllr Akers and seconded by Cllr Cole that council allocate £2k from the grant for the installation of drainage pipes. All voted in favour Cllr Cole to organise.

9.3.2 Path sign at Kerne Bridge

The clerk having sourced a public footpath sign it was agreed that the 'public' be painted out and the sign installed.

10. Highways and public rights of way: -

10.1. **PROW.** Cllr Evans had nothing new to report on PROW issues. She reported that current scientific evidence was that not all Ash trees suffering from die back actually die some may have resistance to the condition.

10.2 **Lengthsman Coordinator** – Cllr Cole reported that he has instructed David Reeves to carry out more hedgecutting at Bishopswood. Cllr Cole left the room.

10.3 Howle Hill Hole.

The clerk advised that Terry Griffiths has been instructed to fill in the hole. Cllr Cole rejoined the meeting.

10.4 Cllr Cole proposed that his ditch clearing plan be approved. Cllr Dolman seconded, a vote was taken 8 in favour with Cllr Vine abstaining so was approved.

11. **NDP:-** Cllrs Cole, Chinn and Francis were going to leave the meeting. However Cllr Dolman said there was no need as there was nothing to report as no response had yet come from Herefordshire Council to the latest consultation.

12. Planning:

12.1 To comment on planning applications in Appendix A:

222668 Land adjacent to Road Cottage. New dwelling together with associated ancillary development. Cllr Vine expressed some concerns about flooding and foul water drainage. It was noted however that other properties had been approved in the area. A vote was taken 8 in favour with Cllr Vine abstaining so council supports this application.

222747 Greystone House Cherry Tree Lane Rear extension & alterations. Council voted to support this application.

Cllr's Cole and Francis left the room

221806 Barn House Coughton Listed Building consent – replace upstairs bedroom windows and replace porch. Council voted to support this application. Cllr's Cole and Francis rejoined the meeting.

13. Howle Hill War Memorial.

Ward Councillor Watson's e-mail having been circulated her four proposals were considered.

13.1 **Howle Hill Nursery.** Cllr O'Brien advised that she thinks that Howle Hill Nursery are vacating the site in November. It was therefore agreed in principal that the clerk would write to Howle Hill Nursery asking that employees of the nursery do not park at the memorial site. The letter will be sent if issues continue and are still of concern.

13.2 **Luke Freeman.** It was agreed that the clerk will write to Luke Freeman requesting a meeting to discuss the project with him and enlist his support.

13.3 It was agreed that WPC delegate authority to the SEWG to agree the content of licences and the HHMP design.

13.4 It was agreed that WPC delegate authority to the SEWG to draft a social value project proposal to be presented to HC/BBLP for assistance with the visiting of benches and planters at the site.

14. Website and email.

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Cllr O'Brien advised that e-mail addresses for councillors gov.uk e-mails had been sent to Mark Millmore but have not been actioned. She will follow up with a strongly worded e-mail.

15. Community Resilience Plan.

Cllr Petersen has drawn up the resilience plan which has been circulated but needs help with the formatting of the word document. Dave Berry kindly offered his assistance which was gratefully accepted.

16. Leys Hill junction.

It was agreed to submit Bill Cansdale's response to the BBLP design document. The clerk will liaise with Bill to achieve this. A member of the public claimed to have no knowledge of what council had been working on with regard to the junction so it was agreed to create a new page on the website to publish both the issues and actions undertaken by council.

17. The Dam.

A meeting with the surveyor has been arranged for Tuesday 27th September to mark out the council property boundary. Cllr Cole offered to attend and bring stakes etc. It was noted that Cllr Evans is unable to attend this meeting due to work commitments.

18. Community use of council assets.

Carried forward to the next meeting.

19. Speed Indicator Devices.

The clerk advised that Balfour Beatty no longer operate the road cable devices and we should contact Herefordshire Council. The clerk will follow this up and attempt to find alternative suppliers.

20. Correspondence

No correspondence had been circulated for discussion.

21. Items for the next meeting agenda: -

- 21.1. Walford Village Hall liaison officer.
- 21.2. NDP
- 21.3. Leys Hill Junction
- 21.4. The Dam
- 21.5. Website/Councillor email addresses
- 21.6. Community Resilience Plan
- 21.7. Update on Speed Indicator Devices
- 21.8. KBCL Performance Checklist.
- 21.9. Mobile bar at KBCL
- 21.10. Drainage Grant.
- 21.11 Council role descriptions.
- 21.12 Recruitment update.
- 21.13 Use of Community Assets.
- 21.14 Howle Hill Memorial Project.
- 21.15 Budget 2023/24
- 21.16 Precept 2023/24

22 The next meeting - Wednesday 16th November 2022 7.30pm at Bishopswood Village Hall

The meeting closed at 21.26

SIGNED

Joanne Aher

DATE

16/11/22