

WALFORD PARISH COUNCIL

Minutes of the meeting of Walford Parish Council



Held on Wednesday 23rd August 2023, 7:30pm
At Bishopswood Village Hall

Present: Councillors Akers – Chair, Evans, Vine, Petersen, Berry, Corbett, Cole Simeon, Cole Sandra, Llewellyn, Barnett, Warburg, Terry.

In attendance: N Richmond (Clerk), and 11 members of the public.

1. **Apologies for absence:** No apologies were received.
2. **Written requests for dispensation and Declarations of interests:**
Declarations of interest were made as follows:
Cllr Simeon Cole Agenda item 14 HALC membership – pecuniary.
No requests for dispensation were received.
3. **Resignation of Cllr Peter Barley.**
Cllr Akers advised that a handwritten letter of resignation had been received from Cllr Barley. The clerk has informed the elections office at Herefordshire Council and a notice of the vacancy has been placed on three council noticeboards. Cllr Akers asked the clerk to post this on the council website and send to Cllr Llewellyn to be posted on facebook.

Cllr Llewellyn arrived at this point.
4. **To consider minutes of the previous meeting held on Wednesday 19th July 2023.**
The minutes of the meeting of 19th July were approved and signed by the Chairman.
5. **Public participation session:**
 - 5.1. **To receive an update from West Mercia Police.**
No member of West Mercia Police was present.
 - 5.2. **To receive a report from Ward Councillor.**
No report was received. Ward Councillor Simeon Cole said reports would follow in due course.
 - 5.3. **To receive a report from the Localities Steward.**
Reports from the Locality Steward had been circulated. No questions arose.
 - 5.4. **Public participation session: three (3) minute limit per person (15 minutes maximum)**
Yolande Watson on behalf of the Howle Hill Memorial Project handed to the clerk an envelope containing £504 in cash a donation from an individual to the project who wished to be anonymous. Peter Dewhurst said that he had used the contact form on the website to enquire if council had any information about the Howle Hill War Memorial but had had no reply. Cllr Berry advised that information might be available from the War Memorials Trust but he may have some information he can pass on to Mr Dewhurst.
Cllr Akers on behalf of a resident of Priory Lea reported on two attacks by Pit Bull type dogs kept at New House Farm. The attacks occurred along a popular path for walkers and one of the attacks caused injuries to a dog for which substantial damages were paid by the owners of the pit bull dogs. The matter has been reported to the police by Cllr Corbett the council's police liaison officer. Cllr Akers recommended that walkers take extra care when passing.
6. **Finance:**
 - 6.3. **To receive an update from Cllr Berry regarding PKF Littlejohn AGAR investigation fees.**
This item was taken next in view of the payments to PKF Littlejohn on Appendix A. Cllr Berry reported that the information on the fees charged by PKF and comments they made that called into question the blanket charging of the hours at the same rate have been provided to Lynda Wilcox at HALC for her to assess if an appeal to the SAAA is possible. It was agreed that payment of the balances of their fees be deferred until this was resolved.
 - 6.1. **To consider and approve the payments on Appendix A.**
Councillors having raised questions over the invoices of Terry Griffiths it was decided to look at them all in turn. Cllr Akers proposed that invoice 2330 covering the work on the Coughton Bus Shelter be paid. This was seconded by Cllr Terry and all voted in favour. Cllr Evans proposed that payment of the three PROW invoices be delayed until firstly she had checked all the work and secondly a gate that Terry had removed on her instructions was returned to her. This was agreed. Invoice 2370 drainage work had

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insufficient information on the attached worksheet and Cllr Akers proposed that payment be deferred and the clerk ask for more details. This was seconded by Cllr Vine and a vote taken 9 in favour 3 against so was passed and payment therefore deferred.

The two remaining invoices from David Reeves and Eyelid Productions were taken together. Cllr Akers proposed that they be paid. This was seconded by Cllr Evans and all voted in favour.

Cllr Akers suggested that the clerk and WCSS coordinators salaries be included in the payments to be ratified but without figures.

6.2. To consider year to date expenditure.

The year to date expenditure was noted. No questions arose.

6.4. To consider the scope of the existing emergency resilience fund.

Cllr Akers proposed that the fund be extended to £1,000 to allow the clerk to make any emergency payments that might arise. This was seconded by Cllr Berry and all voted in favour.

7. Kerne Bridge Canoe Launch: To receive reports and consider any actions:

7.1. KBCL Maintenance Co-ordinator report.

Cllr Petersen reported that he had met the Herefordshire Council conservation officer at KBCL to look at the railway buttress and at Kerne Bridge itself. The officer agreed that the buttress was in poor condition and will look at the specification of works drawn up by Cllr Petersen and make any recommendations. The debris around Kerne Bridge is causing stress on the bridge structure which the Environment Agency has an obligation to clear.

7.2. KBCL Performance Management Checklist.

A new visual inspection was carried out by Cllr Petersen and the clerk on Saturday 19th August and the checklist was completed. No issues of concern were noted.

7.3. To consider Kerne Bridge maintenance.

Covered under 7.1

7.4. To receive an update on the replacement bus shelter.

Cllr Akers advised that the council's insurers had now rejected council's claim and the clerk advised he has instructed Walford Timber to proceed with the replacement based upon the existing design and is awaiting a date for the work to commence. He confirmed that the price includes the dismantling of the existing shelter.

7.5. To consider proposed improvements to access the permissive footpath (from Kerne Bridge to the Canoe Launch) directly from the Inn on the Wye.

Cllr Simeon Cole advised that having taken up with BB/HC the possibility of making an opening opposite the Inn on the Wye permission is required from another department within HC so the matter will have to be taken forward to the next meeting.

7.6. To consider approval of the operation of the mobile bar during the bank holiday weekend 26th, 27th and 28th August from 2pm to 7pm on those days.

Cllr Akers asked for any comments from Councillors. Cllr Petersen said that as council had approved an application for a premises licence, although the licence was now being applied for by Riversea Holdings the principal of allowing the operation of the bar had been established. Cllr Simeon Cole proposed that council approved the operation of the mobile bar over the August Bank Holiday weekend. This was seconded by Cllr Llewellyn and a vote taken with 10 in favour and 2 against so was passed.

8. Projects: To receive written reports from the following projects and working groups and consider action:

8.1. Community Support Scheme Coordinator

Cllr Akers reported on a meeting of the WCSS working group. She advised that Rebecca Perdeli has been organising weekly events and will have a table at the Village Hall fete over the bank holiday weekend to generate support and hopefully more volunteers that are much needed to enable events to take place. She called for any interested parties to come forward and volunteer.

8.1.1. To consider the implementation of a contract with Walford Village Hall in respect of The Hub.

A contract in draft form has been drawn up for consultation with the village hall committee. Once in final form it will be put on the WPC agenda for approval, and once in place it will allow for developments such as a path around the building to help those less mobile to gain access to The Hub.

8.2. Police Liaison.

Cllr Corbett had nothing to report other than that a Police Officer has been appointed to investigate the dangerous dogs case at Priory Lea.

8.3 Safety & Environmental Working Group

No meeting having taken place this will be carried forward to the next agenda.

8.4 Howle Hill Memorial Project



8.4.1 - Council to confirm the TOR previously agreed at the Finance Committee meeting of 2nd August 2023

Cllr Berry explained that all working groups of council require Terms of Reference so these had been drawn up to support the project. Cllr Akers proposed that the TOR's be adopted. This was seconded by Cllr Berry and a vote taken 8 in favour 4 against so was passed.

8.4.2 - To consider supporting the HHMP grant applications.

Cllr Berry advised that he would help prepare the grant application which when completed will be brought to council for approval.

8.4.3 - To consider the budget and approve WPC expenditure up to £800.

Cllr Akers proposed that council supports the project with expenditure up to £800. This was seconded by Cllr Berry and a vote taken with 8 in favour 4 against so was passed.

8.4.4 - To appoint two councillors to the HHMP working group.

Cllr Berry proposed that Cllr Petersen be appointed to the HHMP working group and Cllr Petersen proposed the Cllr Berry be appointed. Both appointments were accepted. Cllr Akers asked if any other councillors wished to be appointed but none came forward.

9. Highways and public rights of way: To receive written reports and consider actions:

9.1. PROW officer

Cllr Evans reported that 2 stiles had been replaced on Chinn land but that Cllr. Simeon Cole had withdrawn his permission & support for several gates to be installed in place of stiles on land he controls.

9.2. Lengthsman Co-ordinator.

Cllr Simeon Cole had nothing to report.

9.3. To consider implementation of oversight procedures for Lengthsman activity, including Parish Plan for 2023/24 financial year, Scope of Works, and Prior Authorisation of Monthly Activity To consider lengthsman Scope of Works, Authorisation of monthly activity, Project plan for 2023/24 financial year.

Cllr Akers expressed concern that council had no oversight into what activity the Lengthsman was engaged in, and called upon the Lengthsman co-ordinator to draw up a Parish Plan with a monthly schedule of works for prior approval of council which Cllr Simeon Cole agreed to produce.

9.4. To consider an application for the Lengthsman scheme.

It was agreed in principal that the clerk submit an application for the lengthsman scheme to obtain the £4k funding available for work on C and U roads. The clerk will forward around the proposed application documents.

9.5. To consider a proposal to approve expenditure of an additional £3k for drainage work.

Cllr Akers proposed that this matter be deferred until a parish plan was produced. This was seconded by Cllr Evans and agreed.

9.6. To consider further Update on the maintenance of Coughton bus shelter.

It was agreed that quotations for the replacement of the fascia board be sought for consideration at the next meeting.

10. Planning:

10.1. To comment on applications for determination by Herefordshire Council - see Appendix B.

No new applications were received.

11. Leys Hill junction: To provide an update.

Bill Cansdale reported on the meeting held at Balfour Beatty offices expressing his disappointment at the withdrawal of the advisory 25mph feature of the design that the Balfour Beatty designer had introduced and the backtracking on the offer to re-instate the middle white line if requested by WPC. The clerk is to chase up the speed monitoring that HC/BB committed to carrying out and push for the further meeting to take place by the end of September which was promised. Cllr Evans reminded Council that we should be receiving a partial refund of funds we paid for design work, & asked that we chase the matter.

12. The Dam: To receive an update.

No current update. The clerk will arrange a meeting with Harrison Clark Rickerby to move forward on the registration of the plot in the name of WPC.

13. Daycroft Lane: To receive an update.

The clerk has instructed Richard Williams to carry out the full survey of the drainage system and is awaiting a date from the company which will then be relayed to the nearby residents by letter.

Cllr Simeon Cole left the room.

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14. HALC Membership: To evaluate Councillor training and to consider membership renewal due in December 2023

Councillors felt the training was useful although it was acknowledged that some time was wasted on matters that were obscure and not likely to happen which could have been better used on more substantial issues. Cllr Petersen proposed that council renew its membership of HALC in December. This was seconded by Cllr Barnett and all 11 voted in favour.

Cllr Simeon Cole rejoined the meeting.

15. To consider .gov.uk email addresses for Councillors

The clerk is to contact Mark Millmore and request gov.uk e-mail addresses for councillors who do not currently have one.

16. To consider correspondence received.

Council considers that anonymous correspondence received should not be considered and the clerk is advised not to forward such correspondence to councillors or place such items on the agenda. Correspondence had also been received from Mr Jackson concerning silted ditches at Hom Green leading to water on the road.

17. To consider a request from a parishioner that council assists in reinstating the normal refuse collection service on Howle Hill following the rebuilding of the wall at Windrush Cottage.

Councillors in general thought that no action could be taken by council and hoped that local agreement amongst residents might lead to an alteration in the wall that could allow the normal refuse collection lorry to access the area again. Cllr Warburg thought it possible that the wall had been built onto the highway and would take a fresh look at the planning application. Cllr Akers asked Cllr Warburg to provide the clerk with his findings to be passed on to Herefordshire Council.

18. WPC policy review and update.

Many WPC policies are more than two years old and require review and new approval by WPC. Cllrs Akers and Berry agreed to review the policies between them and bring the revised policies to council for approval.

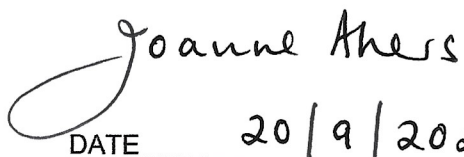
19. Items for next meeting agenda: (No discussion)

- 19.1 Leys Hill Junction
- 19.2 The Dam
- 19.3 Daycroft Lane drainage.
- 19.4 KBCL bus shelter.
- 19.5 Lengthsman Parish Plan.
- 19.6 Additional £3k drainage expenditure.
- 19.7 The Hub contract with Walford Village Hall.
- 19.8 KBCL Permissive path improvements.
- 19.9 Lengthsman Contract.

20. Next WPC meeting: Wednesday 20th September 7.30pm at Walford Village Hall.

The meeting finished at 21.30 pm.

Signed by the Chairman.


DATE 20/9/2022