

WALFORD PARISH COUNCIL

Minutes of the Annual meeting of Walford Parish Council



Held on Wednesday 22nd May 2024, 7:30pm
At Walford Village Hall

Present: Councillors Akers (Chair), Evans, Petersen, Berry, Warburg, Barnett, Vine, Watson, Simeon Cole, Sandra Cole, Llewellyn

In attendance: N Richmond (Clerk), and 22 members of the public.

1. **To elect a Chair and receive the declaration of acceptance of office, and to elect a Vice-Chair.**
Cllr Berry proposed that Cllr Akers be appointed as Chairman. This was seconded by Cllr Evans and all voted in favour. Cllr Akers proposed that Cllr Berry be appointed as Vice-Chairman. This was seconded by Cllr Llewellyn and all voted in favour.
2. **To note the resignations of Councillors Andrew Terry and Andrew Corbett.**
The resignations of Cllrs Andrew Terry and Andrew Corbett were advised by the Chairman. Cllr Terry due to new work commitments while Cllr Corbett gave no reason. The clerk will advise Herefordshire Council to start the process of election/co-option.
3. **Apologies: To accept apologies and note reasons for absence.**
No apologies were received.
4. **Declarations: To receive declarations of interest and consider any written applications for dispensations.**
No written applications for dispensation were received. Cllr Watson declared non-pecuniary interests in agenda item 10.3 as a member of the HHMP working group and item 17 in respect of GemFest because she knows two of the directors involved.
5. **To consider minutes of the previous meeting held on Wednesday 17th April 2024.**
The minutes having been circulated councillors all agreed them as a true record of the meeting, and they were signed by the Chairman.
6. **Public participation session:**
 - 6.1. **To receive an update from West Mercia Police.**
No member of West Mercia Police was present.
 - 6.2. **To receive a report from the Localities Steward.**
Reports had been circulated. No questions arose.
 - 6.3. **Public participation session: three (3) minute limit per person (15 minutes maximum)**
Geoff Lee from Wye Play spoke first to request a grant to assist with their soft play classes for pre-school children. He is the Funding Manager and is looking for funds as the majority of their funding is from charitable sources. He was requested to submit a formal grant request that would be considered at the next meeting.
Amit from the Inn on the Wye spoke as he is concerned that the operation of the mobile bar at KBCL will have a negative effect on his business and urged councillors to vote against the proposed dates.
Raphael Leadbetter spoke saying that while the on-site meeting of the Kerne Bridge Canoe Launch Working Group had been helpful, he said that adverse comments made by some residents about the operation of the site were not meant personally but in an effort to bring about a clear statement of the direction in which the site is being developed, and to encourage parish council accountability. He added that the site should be managed sympathetically and sustainably minimising risk. He further said that residents were not NIMBY's and that a more constructive dialogue between councillors would help matters.
7. **Finance:**
 - 7.1. **To approve the payments on Appendix A.**
Cllr Petersen proposed that the payments be approved en-bloc. This was seconded by Cllr Watson and all voted in favour.
 - 7.2. **To ratify the payments on Appendix A.**
Cllr Berry proposed that the payments to be ratified were approved en-bloc. This was seconded by Cllr Barnett and all voted in favour.
 - 7.3. **To consider what reserves to allocate.**

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7.4. To consider a separate bank account to hold allocated reserves.

It was agreed that both these items be considered at the next Finance Committee meeting.

7.5 To approve the updated Financial Regulations dated May 2024.

A typographical error was noted and the page numbering needed revising. It was proposed by Cllr Watson that with these corrections the regulations be approved. This was seconded by Cllr Petersen and all voted in favour.

8. To appoint representation to the Finance Committee and Personnel Committee and to nominate representatives to the Community Support Working Group, Safety and Environmental Working Group and Kerne Bridge Canoe Launch Working Group, and to appoint a Public Rights of Way Officer, a Police Liaison Officer and a HALC Representative.

Cllr Akers as Chairman advised that she has a default membership of all committees and working groups.

The following additional representatives were agreed with all councillors voting unanimously in favour in each case:

Finance Committee – Cllrs Berry/Petersen/Vine/Warburg (proposed by Cllr Simeon Cole seconded by Cllr Evans)

Personnel Committee – Cllrs Berry/Barnett/Petersen (proposed by Cllr Simeon Cole seconded by Cllr Evans)

Community Support Working Group – Cllrs Barnett/Berry (proposed by Cllr Simeon Cole seconded by Cllr Evans)

Safety and Environmental Working Group – Cllrs Berry/Watson/Petersen/Evans (proposed by Cllr Simeon Cole seconded by Cllr Evans)

Kerne Bridge Canoe Launch Working Group – Cllrs Berry/Evans/Petersen/Vine/Barnett (proposed by Cllr Simeon Cole seconded by Cllr Evans)

PROW officer – Cllr Warburg

Police Liaison – No proposal so left vacant.

HALC Representative – Cllr Vine (proposed by Cllr Berry seconded by Cllr Evans)

Resilience Officer – Cllr Watson

KBCL Maintenance Officers – Cllrs Petersen/Barnett

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

9.1. KBCL Maintenance Co-ordinator report.

Cllr Petersen reported that he is putting together a specification of works for restoration work on the railway buttress that he will send to potential contractors. Between Cllrs Barnett and Simeon Cole the noticeboard has been installed at KBCL and council agreed to send a letter of thanks to Wye Commercials for their assistance. It was confirmed that Riversea Holdings have submitted a planning application for the semi-permanent café structure.

9.2 To approve the operation of a mobile bar, including pizza offering on the following dates in 2024:

9.2.1. June: Friday 21st & Saturday 22nd, Friday 28th & Saturday 29th

9.2.2. July: Friday 12th & Saturday 13th, Friday 26th & Saturday 27th

9.2.3. August: Friday 2nd & Saturday 3rd, Friday 9th & Saturday 10th, Friday 16th & Saturday 17th, Friday 23rd & Saturday 24th, Friday 30th & Saturday 31st

Cllr Vine commented on the substantial number of days requested questioning whether it exceeded the total number of days permitted. Cllr Akers pointed out that the dates were subject to a TENS licence for each which presumably would not be issued if that were the case. Cllr Evans commented that Charlie Baker had advised that the previous owner of the Inn on the Wye had no issues with the operation of the mobile bar but this was clearly not the case with the new owners and should be considered. Cllr Watson suggested that the number of days be reduced. Cllr Berry proposed that all the dates be approved. This was seconded by Cllr Simeon Cole and a vote taken with 8 in favour and 3 against so was **CARRIED**.

9.3. To receive an update on the improvements to access the permissive footpath (from Kerne Bridge to the Canoe Launch) directly from the Inn on the Wye.

Cllr Simeon Cole continues to press Herefordshire Council for approval of the new entrance on the path. It was noted that Herefordshire Council have concerns about the steepness of the access onto this path which will likely require steps.

9.4. To receive an update on the conversion of the permissive footpath to a Public Right of Way

Cllr Warburg had no update to report.

J Akers

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

10.1. Community Support Scheme Coordinator

No written report was received. Cllr Barnett reported a drop off in the numbers of service users. Councillor Akers will organise a working group meeting during late June. The Council noted with great sadness the recent death of Sue Exton, a longstanding and much loved member of Scheme and regular attendee at Parish Council meetings.

10.1.1. To consider quotations for the upgrade of the path to The Hub at Walford Village Hall.

A meeting is to be arranged with Tim Pople of the Walford Village Hall committee who is away at the moment.

10.2. Police Liaison.

No report as the police liaison councillor resigned. Cllr Akers mentioned the 'neighbourhood matters' e-mails and suggested a link on the WPC website.

10.3. Howle Hill Memorial Project.

10.3.1. To approve the National Lottery Community Fund budget

Concerns had been raised by Frank Myers over this matter by e-mail to Cllr Akers who said she would respond but as it had been received very recently, she had not been able to do so ahead of the meeting. Cllr Berry explained that this proposal was only to approve budget items and not placing of any works orders. Cllr Watson advised that the project scope had been agreed by council long ago and this proposal sought only to allocate funds. Cllr Berry proposed that the following budget be approved:

Item Budget costs incl. VAT

Stabilise wall including cost of skip £2555

Groundworks £7169

Sleeves for lecterns £288

Post and chain fence £1311

Turf £600

Design and supply lecterns £1810

Total Budget allocated £13,733

This was seconded by Cllr Warburg and a vote taken with 7 in favour, 3 against and 1 abstention.

10.4. To receive an update on the Parish newsletter.

Cllr Akers thanked Frank Myers for his history of the KBCL site. The newsletter is nearly ready and will be published in June.

10.5. To receive an update on the installation of a defibrillator on Bulls Hill.

Cllr Akers has found it difficult to get a response from the Balfour Beatty Locality steward concerning the footpath post on which the solar panel could be placed. Cllr Watson will take this matter further on behalf of WPC.

10.6. To participate in the 'No Mow May' scheme.

Cllr Akers proposed that WPC participate in this scheme. Cllr Simeon Cole suggested that the B4234 pavements be excluded as they required mowing now. This exception was accepted and the proposal seconded by Cllr Simeon Cole, with all councillors voting in favour.

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

11.1. PROW officer

The outgoing PROW officer Cllr Evans was thanked by council for her many years of service in looking after the footpaths of Walford Parish. As an outgoing comment Cllr Evans commented that Herefordshire Council seem to be dragging their heels over the appointment of a contractor to carry out work to the dangerous section of WA66, she also expressed disappointment at the lack of communication from Herefordshire Council regarding works to footpaths in the Parish. Cllr Simeon Cole advised that the replacement bridge on WA22 was near completion due to his efforts for which parish council is grateful.

11.2. Lengthsman Co-ordinator : To receive an update.

The clerk advised that the lengthsman has instructions to carry out the drainage work at The Dam and two drainage maintenance days on Bulls Hill. Cllr Simeon Cole proposed that instructions be given to David Reeves to mow the B4234 footway through the village. This was seconded by Cllr Petersen and all voted in favour.

11.3. To receive an update on the repairs to the Coughton bus shelter.

The clerk will continue to chase a second quotation. In the meantime Cllr Llewellyn will obtain an updated quotation from her husband.

12. Planning:

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12.1. To comment on applications for determination by Herefordshire Council - see Appendix B. P241042 – Windrush – Replacement garage and store.

Cllr Watson commented that WPC should support the application with conditions proposed by the Wye Valley National Landscapes Planning Officer on the colour of roof materials and external lighting. WPC would like the Planning Officer to note the proposed garage/store size is significantly larger than the current garage as is its external appearance from the house. WPC requests the applicant installs a water-harvesting system to reduce surface run-off, and further notes that the applicant did not complete the planning checklists (climate and ecology) nor submit a Design and Access Statement which would have provided useful information for councillors in making a decision. Cllr Cole proposed that WPC support the application and make these comments. This was seconded by Cllr Barnett and all voted in favour.

13. Daycroft Lane: To receive an update.

No update. This will be discussed at the next Safety and Environmental Working Group meeting.

14. The Dam: To receive an update.

One expression of interest in buying the plot has been received. The closing date being the end of May this will be put on the next agenda.

15. Leys Hill

15.1 Junction Traffic Calming: To receive an update.

Bill Cansdale expressed disappointment that the letter questioning the actions of the Traffic Management Team at HC had not yet been sent. The clerk will arrange for it to be sent as soon as possible.

15.2 To consider an additional HGV warning sign following the recent incident with an HGV lorry.

Several concerns and ideas were expressed. It was decided to refer this to the Safety and Environmental Working Group for more detailed discussions with local residents and to bring forward a proposal to WPC.

16. To consider the prevalence of domestic violence and what actions council might consider to help victims.

Cllr Berry having initiated this discussion as he understood from West Mercia Police that domestic violence is the number 1 crime in the area Cllr Watson suggested that the clerk contact the Police And Crime Commissioner John Campion to ask what parish councils can do.

17. To note the licensing application for the proposed GEMFEST event.

Councillor Akers explained that the Parish Council were not a statutory consultee and had not received any advance notice of this event, only becoming aware it was taking place when a Councillor noticed the signs on Howle Hill. Given the large number of the public who had attended to make comments about the event, Cllr Akers invited comments from the public. There were several contributions all expressing total opposition to the holding of the event and the granting of a licence, on the basis that the festival site was too small, the roads unable to cope with the volume of traffic, and the site includes an ancient monument and a private cemetery. Several contributors said that their representations of objection had been rejected by the licencing authority. Members of the public called upon the council to represent their opposition by writing to the licencing department at Herefordshire Council calling for the licence not to be approved. Cllr Simeon Cole proposed that council write such a letter. This was seconded by Cllr Barnett and a vote taken with 7 in favour and 4 abstentions so was **CARRIED**.

The time having reached 9.30 Cllr Akers proposed a 15 minute extension to which all councillors agreed.

18. To consider correspondence received.

Three items of correspondence were received, the first concerning GEMFEST which is covered above in agenda item 17, the second regarding recent flooding at Wyeseid Caravan Park with water running down the hill from the Bishopswood House area which will be discussed with the parish lengthsman, and the third regarding drainage work on Bulls Hill which council have already instructed its lengthsman to carry out two maintenance days to resolve.

19. Use of gov.uk e-mail addresses. To receive an update.

The clerk has contacted Mark Millmore but had no answer as yet.

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

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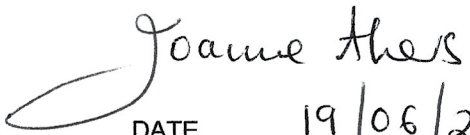


- 20.1. Leys Hill Junction
- 20.2. The Dam
- 20.3. Daycroft Lane
- 20.4. Defibrillator installation at Bulls Hill
- 20.5 Domestic Violence.
- 20.6 The Hub – new paved path
- 20.7 Allocation of reserves and a separate bank account to hold allocated Reserves.

21. Next WPC meeting: Wednesday 19th June 2024 7.30pm Walford Village Hall

The meeting finished at 21.40 pm.

Signed by the Chairman.


DATE 19/06/2024