

WALFORD PARISH COUNCIL

Minutes of the Annual Meeting of Walford Parish Council



Held on Wednesday 28th May 2025, 7:30pm at Walford Village Hall

Present: Councillors Akers (Chair), Berry, Evans, Warburg, Petersen, Vine, Cole and Llewellyn.

In attendance: N Richmond (Clerk) and 4 members of the public.

1. **To elect a Chair and receive the declaration of acceptance of office, and to elect a Vice-Chair.**
Cllr Evans proposed that Cllr Akers be appointed as Chairman. This was seconded by Cllr Berry and there being no other candidate Cllr Akers was elected unopposed. Cllr Petersen proposed that Cllr Berry be appointed Vice-Chairman. This was seconded by Cllr Akers and there being no other candidate Cllr Berry was elected unopposed. Cllrs Akers and Berry signed the Declaration of Acceptance of Office.
2. **Apologies: To accept apologies and note reasons for absence.**
Apologies were received from Cllrs Barnett and Watson whose reasons for absence were accepted.
3. **Declarations: To receive declarations of interest and consider any written applications for dispensations.**
No written requests for dispensation were received. Cllr Cole declared a pecuniary interest in agenda item 11 Planning Applications 251013 and 251014.
4. **To consider minutes of the previous meeting held on Wednesday 23rd April 2024.**
Cllr Vine proposed two name corrections of members of the public who spoke and Cllr Warburg proposed a typographical deletion in the same agenda item. The clerk made handwritten amendments and the minutes were agreed on that basis and signed by Cllr Berry as the Chairman of that meeting.
5. **Public participation session:**
 - 5.1. **To receive an update from West Mercia Police.**
No member of the police was present.
 - 5.2. **To receive a report from the Localities Steward.**
Reports had been circulated. No questions arose.
 - 5.3. **Public participation session: three (3) minute limit per person (15 minutes maximum)**
Andrew De La Haye spoke to update the meeting regarding Planning Application 242024 Land at Howle Hill. He advised that concerns over toilet waste have been addressed by the HC ecologist through planning conditions. The application has received a positive HRA and Natural England have not objected. The application has been redirected to the HC Planning and Regulatory Committee as 'the level of public interest is considered unusually high'. The committee will meet on 30th July and people who have made representations may make them in person.
6. **Finance:**
 - 6.1. **To approve the payments on Appendix A.**
Cllr Akers proposed that the payments be approved en-bloc. This was seconded by Cllr Cole and all voted in favour. It was further proposed that the insurance cover be accepted on a three year deal fixed at the same premium (with certain qualifications) and this was agreed. Cllr Warburg noted that cyber security was not included in the insurance. Cllr Akers commented that cyber insurance could be obtained separately but might prove expensive so it was agreed to put this on the next agenda.
 - 6.2. **To ratify the payments on Appendix A.**
Cllr Berry proposed that the payments be ratified en-bloc. This was seconded by Cllr Petersen and all voted in favour.
 - 6.3. **The bank balances as at 19th May – current acct £ 23,876.46 instant savings acct £ 17,017.09 total funds £ 40,893.55 were noted.**
7. **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, a Resilience Co-ordinator, and two KBCL Maintenance Co-ordinators.**

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Cllr Berry suggested that the appointments be held over to the next meeting. It was agreed that the representatives on these committees and working groups continue until they are considered at the next meeting.

8. **Kerne Bridge Canoe Launch: To receive reports and consider any actions:**
 - 8.1. **KBCL Maintenance Co-ordinator report.**

Cllr Petersen outlined the emergency works being undertaken on the steps leading to the river where the steps were eroding from underneath. Cllr Vine asked about the overflowing bins at the site and the skip placed there, and Cllr Petersen said he would clarify the situation with Charlie Baker.
 - 8.2. **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 Cole had no update but continues to work toward a solution.
 - 8.3. **To receive an update on a maintenance contract for the toilets at Bishopswood Village Hall.**

The clerk advised that he had placed the job on websites but had received no response, so had contacted Ross Town Council who provided him with contact details of the company they use to maintain two toilets in Ross. Having spoken to them he is meeting their representative at BVH on 3rd June to go through the requirements and obtain a quotation.
 - 8.4. **To receive an update on the survey of Kerne Bridge and concerning the subsidence on the B4224. *B 4234***

The clerk has enquired about the survey but had no response so will chase for an update.
9. **Projects: To receive written reports from the following projects and working groups and consider action:**
 - 9.1. **Community Support Scheme Coordinator**

The clerk will ask the coordinator for a report for the next meeting. Cllr Berry asked the clerk to put the activities of the Support Scheme on the website calendar.
 - 9.2. **Police Liaison.**

Cllr Robinson not being present there was no report.
 - 9.3. **Howle Hill Memorial Project.**

No report was received but the clerk commented that recent fundraising activities meant that the project was within £200 of being within budget aside from further expenditure on the lecterns. It was agreed to ask for a budgetary forecast for the next meeting.
 - 9.4. **To receive an update on the installation of a defibrillator on Bulls Hill.**

Cllr Akers reported that the defibrillator was now installed and working. She will ask Cllr Watson about registering the defibrillator.
10. **Highways and public rights of way: To receive written reports and consider actions:**
 - 10.1. **PROW officer**

Cllr Evans had nothing new to report. The clerk advised that he had asked Lewis Fowler to trim the footpath opposite Fowbridge Gardens beyond New House Farm.
 - 10.2. **Lengthsman Co-ordinator: To receive an update.**

The clerk advised that he has returned the signed Parish Lengthsman Scheme form to Herefordshire Council and awaits their purchase order. He has issued a new contract to Terry Griffiths Contracts for 12 maintenance days for the coming year.

Cllr Cole left the room.

11. **Planning:**
 - 11.1. **To comment on applications for determination by Herefordshire Council - see Appendix B. P251013/4 Tan House, Coughton – Single storey extension.**

Cllr Petersen opened the discussion commenting that the planned extension is 17metres long with 15 bifold doors, which he considered too large and out of proportion to the listed building. Cllr Warburg also considered the extension too large and out of keeping and creating considerable light pollution. Cllr Warburg proposed that council object to the application. This was seconded by Cllr Petersen and a vote taken with 6 in favour 1 abstention so was **PASSED**.

Cllr Cole rejoined the meeting.

12. **The Dam: To receive an update.**

Cllr Berry reported on the meeting he attended together with the clerk and the parties interested in purchasing the land. They wish to purchase the plot but have a flooding concern and an issue with a

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tree that may have to be removed. The clerk is to arrange for the parish lengthsman to visit and provide advice and a quotation for works which will form part of the negotiation over a price for the plot which will also take into account the conveyancing costs of the parish council. It was agreed that any sale must establish the right to drain water from the road onto the plot.

13. To consider correspondence received.

The clerk had received an e-mail from Sally Charlton regarding the permissive path from Bishopswood Village Hall to Kerne Bridge. Her husband has cleared the path but she asks that parish council keep an eye on the path and have it trimmed back when required and it was agreed that parish council would do so.

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

- 14.1. The Dam
- 14.2. Improvements to the permissive path from KBCL to Kerne Bridge.
- 14.3. Toilets maintenance at BVH.
- 14.4. Cyber Security insurance.
- 14.5. Representation on committees and working groups.
- 14.6. Mirrors for the Leys Hill junction – insurance implications.
- 14.7. HHMP Budget and Forecast

15. Next WPC meeting: Wednesday 25th June 2025 7.30pm at Walford Village Hall.

SIGNED & DATED

Joanne Athers
25/06/2025