

WALFORD PARISH COUNCIL

Minutes of the meeting of Walford Parish Council



Held on Wednesday 23rd July 2025, 7:30pm at Bishopswood Village Hall

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

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

1. **Apologies: To accept apologies and note reasons for absence.**
Apologies were received from Cllr's Llewellyn, and Barnett whose reasons for absence were accepted.
2. **To receive short introductory speeches from candidates for co-option to council and vote to accept or decline any co-option.**
The sole person who is interested was unable to attend for work reasons so this item will be taken at the next meeting.
3. **Declarations: To receive declarations of interest and consider any written applications for dispensations.**
No written requests for dispensation were received. Cllr Watson declared an interest in agenda item 9.3 Howle Hill Memorial Project as an active member of the working group.
4. **To consider minutes of the previous meeting held on Wednesday 25th June 2024.**
Cllr Berry proposed that the draft minutes be accepted as a true record of the meeting. This was seconded by Cllr Watson and all voted in favour apart from Cllr Evans who had not attended and Cllr Warburg who had left the meeting early – both therefore abstained.
5. **Public participation session:**
 - 5.1. **To receive an update from West Mercia Police.**
No police were present. The clerk reported that he had been asked by PC Simon Hall what the councils policing priorities were, and he had responded by asking for 6 months figures of reported crime in Walford which PC Hall had said he would obtain but had not so far been received. It was agreed that the clerk would invite PC Hall to the September WPC by which time the crime figures would be available.
 - 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)**
Graeme Morgan-Watson questioned the KBCL accounts and the clerk explained that in the financial year ending March 2025 the income from the canoe launch had been £10,101 and expenditure £438 so a substantial contribution to council funds. Given that there had been a downturn in canoeing activity following covid the council was budgeting to receive £11,000 in the current year but given that expenditure was fairly low in the last financial year it was expected to be considerably higher this year.
6. **Finance:**
 - 6.1. **To approve the payments on Appendix A.**
Cllr Cole proposed that the payments be agreed en-bloc. This was seconded by Cllr Berry and all voted in favour.
 - 6.2. **To ratify the payments on Appendix A.**
Cllr Berry proposed that the payments be ratified en-bloc. This was seconded by Cllr Warburg and all voted in favour.
 - 6.3. **To receive and note the council accounts to 30th June 2025 and sign the bank reconciliation.**
The council accounts were noted. No questions arose. The clerk did not have the bank reconciliation available so will arrange for a councillor to check and sign it after the meeting.
 - 6.4. **To consider expenditure of £250 for a new laptop for the Community Support Scheme.**
It was considered that the laptop was fairly new so it was agreed that a repair should be sought and if repair was not possible a grant might be obtained from Talk Community to help with the cost of replacement.
 - 6.5. **To consider a request from Ross Town Council for a further grant for veteran support.**

*Cllr Petersen
signed the
bank rec
25th July
AB*

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The information provided by Ross Town Council being somewhat brief it was decided that the clerk would ask if any Walford residents had used the scheme and if some idea of the running costs of the project be provided before council considers a further contribution.

7. **To make any further appointments to committees and working groups.**
Cllr Cole proposed that Cllr Petersen be appointed as both a KBCL Co-ordinator and as a member of the finance committee. This was seconded by Cllr Evans and all voted in favour, with Cllr Petersen happy to continue in both roles.
8. **Kerne Bridge Canoe Launch: To receive reports and consider any actions:**
 - 8.1. **KBCL Maintenance Co-ordinator report.**
Cllr Petersen thanked Cllr Cole for the work he had done spreading the stone in the car park and filling in ruts leading down to the canoe launch. The steps to the river were now completed and work carried out to stabilise the railway buttress column. Cllr Barnett having questioned if the top stone of the column was safe, although in the opinion of Cllr Petersen it would not move it was agreed to ask the lengthsmen to rake it out and repoint it with a strong mortar. The lower platform by the river is still being worked on and new estimates have been obtained from the lengthsmen for further work for which Cllr Berry will prepare a new National Lottery Grant application. The work will be discussed at a meeting of the KBCL working group and a proposal put to WPC.
 - 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 still awaits a design document that Herefordshire Council are working on. Given the safety concerns of people walking along the road from KBCL to The Inn on the Wye the clerk is to write to Bruce Evans asking that this be given greater priority. Cllr Cole suggested that the matter would be more easily resolved if WPC controlled the whole site including the village hall. It was agreed to make this an agenda item for the August meeting.
 - 8.3. **To receive an update regarding the operation of the public toilets at Bishopswood Village Hall.**
Cllr Akers outlined the meeting with the trustees of Bishopswood Village Hall attended by herself, Cllr Berry and the clerk. It was agreed that the village hall would provide Cllr Akers with the relevant section of their agreement covering the public toilets, and she would draft a joint letter with BVH to Herefordshire Council to take up their obligations under the agreement. In the meantime it was decided that the signage be changed to state that the toilets were not open outside the operational season of Riversea Holdings, and the nearest public toilets were in Ross or Lydbrook. Canoe companies using KBCL are to be asked to advise their customers that outside the operating season there are no public toilets at KBCL. *or.*
9. **Projects: To receive written reports from the following projects and working groups and consider action:**
 - 9.1. **Community Support Scheme Coordinator.**
Rebecca Purdells report had been circulated. The clerk advised that in addition to the lunches and coffee mornings Rebecca undertakes 'companion calls' which can be difficult conversations with people in isolated and lonely situations.
 - 9.2. **Police Liaison.**
There is no police liaison officer at the moment. Incidents of drug trafficking on Howle Hill were reported.
 - 9.3. **Howle Hill Memorial Project.**
 - 9.3.1 **HHMP Budget and Forecast. Walford Parish Council (WPC) to note the Budget Reconciliation.**
The budget and forecast were noted.
 - 9.3.2 **WPC to agree for WPC Clerk to produce a Summary of Transactions with a current balance for the WPC Finance Committee every quarter.**
Cllr Watson proposed that the current transactions list be removed from the council website and a summary be produced quarterly taking out the names of individuals who had made donations, due to GDPR. This was seconded by Cllr Warburg who offered to produce the new summary. A vote was taken with all voting in favour.
 - 9.3.3 **WPC to note HHMPWG decision on benches.**
It was agreed to put on the August agenda a proposal that no additional benches be acquired for the HHMP garden.
 - 9.3.4 **PC Clerk to ascertain tasks and associated costs in moving the memorial cross into the garden.**

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The clerk will report back on the tasks and costs. He will contact Staunton-on-Wye parish council to enquire how they managed a similar exercise.

9.3.5 WPC to note there is no current need to employ an external maintenance contractor.

This was noted.

Highways and public rights of way: To receive written/verbal reports and consider actions:

10.1. PROW officer

No new PROW issues were reported.

10.1.1 To consider any response to the letter sent to Cobrey Farms requesting repairs to the steps to WA25.

The response received from Cobrey Farms that the steps being part of the footpath and therefore the responsibility of Herefordshire Council it was decided that the clerk would report the matter on the HC website.

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

The clerk advised that the drainage grant work having been completed by Terry Griffiths he has invoiced Herefordshire Council for recompense. A new application will be made under this years drainage grant to include the piping work on Bulls Hill for which agreement that the work was needed was only given in April. Cllr Warburg requested that a meeting be arranged with Terry Griffiths to discuss ongoing work.

10.3. To consider quotations for Speed Indicator Devices in the village.

Given the considerable cost of the two quotations and additional work that would be required to install the devices Cllr Berry proposed that council should not proceed. This was seconded by Cllr Cole and all voted in favour.

11. Planning:

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

No new planning applications had been received.

12. The Dam: To receive an update.

The clerk advised that the lengthsman Terry Griffiths had yet to speak to the interested party about their concerns over drainage from the plot, so the matter will be held over to the August meeting.

13. Insurance implications of mirrors at Leys Hill junction.

The response from the councils insurers concerned potential vandalism rather than the possibility of the mirrors being cited as a cause of an accident, so it was agreed that the clerk will ask the insurers opinion about that circumstance.

14. Leys Hill junction.

To consider formal approval of the temporary 30 mph scheme notified by Herefordshire Council.

Cllr Akers proposed that council approve the scheme. This was seconded by Cllr Cole and all voted in favour. The clerk will relay the decision to Herefordshire Council and ask about a timescale for implementation.

15. To consider correspondence received.

The clerk had only received correspondence requesting parking permits from KBCL which he has issued.

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

- 16.1. The Dam
- 16.2. Improvements to the permissive path from KBCL to Kerne Bridge.
- 16.3. Co-option of new councillors.
- 16.4. Bus shelter art for Coughton bus shelter.
- 16.5. Crime figures for Walford.
- 16.6. Grant for Ross Town Council veterans scheme.
- 16.7. Operation of the Bishopswood Village Hall public toilets.
- 16.8. Potential asset transfer of Bishopswood Village Hall.
- 16.9. HHMP no additional benches proposal.
- 16.10. Drainage grant works.
- 16.11. KBCL lottery grant application.
- 16.12. Meeting dates for 2026.



Cllr Warburg
left the
meeting
10.

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17. Next WPC meeting: Wednesday 20th August 2025 7.30pm at Walford Village Hall

SIGNED

A handwritten signature in black ink, appearing to be "H. B. Smith", written over a horizontal line.

DATE

20/8/25