

WALFORD PARISH COUNCIL

Minutes of the meeting of Walford Parish Council



Held on Wednesday 20th August 2025, 7:30pm at Walford Village Hall

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

In attendance: N Richmond (Clerk) and 8 members of the public.

1. **Apologies: To accept apologies and note reasons for absence.**
Apologies were received from Cllr's Akers, Llewellyn, Barnett and Cole 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.**
Kerry Postlewhite introduced herself and outlined her experience in the voluntary sector in various roles including Home Start. Given her experience in communications and networking Cllr Berry suggested that she could provide valuable assistance to Cllr Akers in the production of the parish newsletter. A unanimous vote followed to co-opt Kerry to the council. Cllr Postlewhite took her place and signed the declaration of acceptance of office.
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, and in agenda item 11 Planning as a close neighbour in respect of planning application 252168 Lammas, Howle Hill.
4. **To consider minutes of the previous meeting held on Wednesday 23rd July 2025.**
Cllr Berry noted that the clerk had advised that he did not have the bank reconciliation with him at the July meeting and had stated that he would have it signed by a councillor after the meeting. He asked the clerk if this had been carried out. The clerk confirmed that Cllr Petersen had signed the bank reconciliation a few days after the meeting, and Cllr Berry requested that a handwritten addition be made to the minutes to confirm that which the clerk did. Cllr Vine pointed out a typographical error in agenda item 8.3 typed as 'od' which should be 'or' which the clerk also amended by hand. With these amendments the minutes were agreed as a true record of the meeting by all councillors except Cllr Postlewhite who had not attended the meeting. The minutes were signed by Cllr Berry.
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.**
Weekly reports from the Localities Steward had been circulated. No questions arose.
 - 5.3. **Public participation session: three (3) minute limit per person (15 minutes maximum)**
Virginia Morgan spoke to object to the planning application 252168 Lammas due to the size of the extension to the property and inaccuracies in the application. Her detailed objections had been e-mailed to the clerk who had circulated them to councillors. Laura Leadbetter expressed concern that the wild swimming sign at the Kerne Bridge Canoe Launch had not been removed as had been agreed previously, and advised that a sign concerning the defibrillator was on the floor. The clerk advised that he had intended to remove the wild swimming sign but found it required a metal grinder to do so and had therefore asked Riversea Holdings to remove it and would chase this up. Cllr Berry advised that the defibrillator was the responsibility of Bishopswood Village Hall but that if the Trustees of the hall requested parish council to put a sign on their noticeboard they would do so. The treasurer of BVH being present he said they would arrange that a request be sent.
6. **Finance:**
 - 6.1. **To approve the payments on Appendix A.**
Cllr Warburg proposed that the payments be approved en-bloc. This was seconded by Cllr Watson and all voted in favour except Cllr Postlewhite who abstained.
 - 6.2. **To ratify the payments on Appendix A.**
Cllr Warburg proposed that the payments be approved en-bloc. This was seconded by Cllr Petersen and all voted in favour except Cllr Postlewhite who abstained.
 - 6.3. **To consider a request from Ross Town Council for a further grant for veteran support.**

WALFORD PARISH COUNCIL

Minutes of the meeting of Walford Parish Council



The information supplied by Ross Town Council was considered to provide insufficient information that any Walford residents had benefitted from the scheme. Cllr Berry pointed out that a further grant might leave insufficient funds to support applications from the two village halls. Cllr Watson proposed that no further grant be made at the moment. This was seconded by Cllr Vine and all voted in favour. The clerk will send a copy of the council grants policy to Ross Town Council.

7. To make any further appointments to committees and working groups.

Cllr Postlewhite was appointed to the Community Support Scheme Working Group.

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

8.1. KBCL Maintenance Co-ordinator report.

Cllr Petersen outlined the continuing maintenance work on the site. He advised that Charlie Baker of Riversea Holdings has several interested parties to take over the running of the site. Cllr Berry stated that there were two ways in which this could happen, firstly by Riversea activating a break clause in the contract, leading to a new tender process to appoint a successor, or by a party taking over Riversea Holdings in which case the contract would continue in the existing form which currently runs until 2031. Cllr Petersen advised that turnover was considerably lower this year, and Guy Smith commented that the canoe business had been 'dire' this year. Cllr Berry commented that the income to parish council from the activities of Riversea Holdings meant that it was very much in the interest of the council that there was continuity in the running of the site, and he said that Charlie Baker and his partner Boo had done a magnificent job in running the site maximising its potential. Cllr Watson commented that any new arrangements must involve the community and might provide new opportunities.

8.2. To receive an update on the KBCL Lottery Grant application.

Cllr Berry confirmed that he had received a quotation document from Cllr Petersen, and commented that some items were maintenance related so not suitable for a National Lottery grant. He said he would discuss with Cllr Petersen and produce a draft application for the September meeting.

8.3. 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.

In the absence of Cllr Cole the clerk confirmed he had e-mailed Bruce Evans outlining councils safety concerns of people walking along the B4234 to The Inn on the Wye, but had received no reply. Cllr Watson suggested that the matter be escalated to Ross Cook to whom Bruce reports. This was agreed. Cllr Warburg commented that some of the proposals for the crossing including a traffic island seemed a bit far fetched.

8.4. To receive an update regarding the operation of the public toilets at Bishopswood Village Hall.

Cllr Berry advised that Cllr Akers had drafted a joint letter to Herefordshire Council which had been sent to the Trustees of Bishopswood Village Hall. The BVH treasurer confirmed its receipt and said a response had been sent to Cllr Akers.

8.5. To consider the potential asset transfer of Bishopswood Village Hall.

Cllr Berry commented that the agenda item should have read 'potential asset transfer of the land' rather than the hall. He advised that no written proposal had been received and that council should not consider this item again unless such a written proposal was provided.

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

9.1. Community Support Scheme Coordinator.

No written report had been provided. Cllr Berry reported that the lunch at BVH had happened earlier today. The clerk confirmed that the WCSS laptop had been repaired at a cost of £45 which he authorised Rebecca to take out of petty cash. It was agreed that a meeting of the WCSS working group be held asap and quarterly dates set for future meetings. An item for discussion is lack of space in The Hub.

9.2. Police Liaison.

To consider crime figures supplied for Walford.

The figures supplied by Simon Hall appeared to councillors to be a list of incidents rather than crimes. The clerk advised that he had invited PC Hall to the September council meeting so that councillors could ask any questions they had about the list. The clerk will repeat the invitation and ask if the communications van can come to Walford again hopefully at an event such as the family fun day where there will already be a sizeable attendance.

9.3. Howle Hill Memorial Project.

9.3.1 To consider a proposal that no further benches are required at the project.



WALFORD PARISH COUNCIL

Minutes of the meeting of Walford Parish Council



Cllr Watson advised that the working group considered that no additional benches are required at the moment so proposed that this be formally approved. This was seconded by Cllr Petersen and all voted in favour. The clerk is to remove mention of further benches from the website.

9.3.2 To receive an update on tasks and associated costs in moving the memorial cross into the garden.

The clerk advised that he had contacted a local architect who had agreed to supply the scaled plans of the site and war memorial. Having submitted these to Herefordshire Council planning they still fall short of what is required apparently and a new lengthy document is also required. Cllr Watson said that the working group would look at the documents required and the clerk will go back to the architect to see if he is able to update the plans as required.

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

10.1. PROW officer

Cllr Evans had nothing to report as the dry weather meant little growth to block footpaths. The clerk has reported the poor condition of the steps leading down to WA25 opposite Walford Village Hall on the Herefordshire Council website following the negative response received from Henry Chinn. Cllr Evans advised that as far as she could see the steps were the responsibility of the landowner. It was agreed that the clerk will phone Herefordshire Council and advise them of the landowners response to the council request to the landowner for repairs to the steps and ask if they will take the matter up directly with the landowner.

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

The clerk reported that the lengthsman had sent him quotations for submission to Herefordshire Council under the drainage grant. He explained that a total of £25k was available in total to include reimbursement of maintenance days under the Parish Lengthsman Scheme, drainage grant projects and any PROW projects (which could include reimbursement of the cost of repairing the WA25 steps if HC was either unable or unwilling to enforce action by the landowner). He needed to speak to the lengthsman about the quotations and would circulate the information such that a decision could be made at the September meeting which would then enable a submission to HC. The clerk advised that the quotations included the work at The Dam in case council decided to have the work done that way at no cost to council rather than as part of the negotiations over the sale of the land. Cllr Berry said that this work should be paid for by the party interested in buying the plot and then for part of the negotiation of the sale price.

11. Planning:

11.1. To comment on applications for determination by Herefordshire Council - see Appendix B. P252186 Brook House Walford replacement rooflights. Council did not consider that any comment was necessary.

Cllr Watson left the room.

P252168 Lammas Howle Hill. Single storey rear/side extension with new garage/workshop.

Cllr Vine highlighted the inaccuracies in the application and the incomplete nature of it lacking a design and access statement. She was concerned about the size of the extension and that the workshop seemed to be two storey with a kitchen and bedroom. Cllr Petersen echoed these concerns saying that the extension represented over 1/3 of the size of the existing property, and was in effect an annexe forming a separate dwelling. Cllr Vine proposed that council object to the application. This was seconded by Cllr Petersen and a vote taken with 5 in favour and one abstention. Cllr Vine will provide the clerk with the wording to supply to Herefordshire Council to accompany the objection.

Cllr Watson rejoined the meeting.

12. To consider the Insurance implications of mirrors at Leys Hill junction.

The clerk advised that its insurance underwriters had again stated that it would not provide cover to council in the event of an accident in which mirrors were cited as a contributory factor. Cllr Berry therefore concluded that council could not proceed with this measure in the circumstances which was accepted by the meeting.

13. To consider correspondence received.

The correspondence from Mr Frank Myers concerning the ACRE/NALC survey on planning for flood resilience was discussed. It was agreed that the clerk will complete the survey and write to Mr Myers

WALFORD PARISH COUNCIL

Minutes of the meeting of Walford Parish Council



to ask if he can provide any help with local landowners in respect of natural flood management measures that council has sought to promote, particularly in relation to Daycroft Lane. Cllr Watson asked that flooding be placed as a major item for the next meeting of the Safety and Environmental Working Group.

14. To consider bus shelter art for Coughton bus shelter.

Cllr Watson proposed that council adopt the idea in principal and consult with the local community on taking this forward. This was seconded by Cllr Vine and all voted in favour.

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

- 15.1. The Dam
- 15.2. Improvements to the permissive path from KBCL to Kerne Bridge.
- 15.3. Bus shelter art for Coughton bus shelter.
- 15.4. Crime figures for Walford.
- 15.5. Operation of the Bishopswood Village Hall public toilets.
- 15.6. Drainage grant works.
- 15.7. KBCL lottery grant application.
- 15.8. Conservation work on the Horse Trough on Bulls Hill

16. Next WPC meeting: Wednesday 24th September 2025 7.30pm at Bishopswood Village Hall

17. Meeting dates for 2026.

Cllr Watson proposed that the meeting dates be agreed noting that there would be no meeting in August. This was seconded by Cllr Petersen and all voted in favour so the meeting dates are:

28.1.26, 25.2.26, 25.3.26, 22.4.26, 27.5.26, 24.6.26, 22.7.26, 23.9.26, 28.10.26, 25.11.26, 16.12.26

The meeting was closed by Cllr Berry at 9.21pm

SIGNED

DATE

24/9/25