

WALFORD PARISH COUNCIL

Minutes of the meeting of Walford Parish Council



Held on Wednesday 22nd October 2025, 7:30pm at Bishopswood Village Hall

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

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 Cllrs Akers and Cole whose reasons for absence were accepted.
2. **Declarations: To receive declarations of interest and consider any written applications for dispensations.**
No written applications for dispensation were received. Cllrs Watson and Vine both declared a non-pecuniary interest in respect of agenda item 7.3 Howle Hill Memorial Project.
3. **To consider minutes of the previous meeting held on Wednesday 24th September 2025.**
The clerk advised that Cllr Watson had given her apologies for the meeting and said he would add a handwritten note to this effect on the minutes. On this basis the minutes of the meeting of 24th September were agreed as a true record of the meeting and were signed by Cllr Berry.
4. **Public participation session:**
 - 4.1. **To receive an update from West Mercia Police.**
No police were present.
 - 4.2. **To receive a report from the Localities Steward.**
Weekly reports had been circulated. No questions arose.
 - 4.3. **Public participation session: three (3) minute limit per person (15 minutes maximum)**
Eleanor Shenton spoke on behalf of Bishopswood Womens Institute to enquire if they could apply for a grant from the parish council. She explained that the group had formed in February and now had 11 members but venue hire costs were difficult for them to afford. Cllr Berry advised her to look on the council website which had details of the council grants policy and how to apply.
5. **Finance:**
 - 5.1. **To approve the payments on Appendix A.**
Cllr Warburg enquired what benefits were derived from membership of the Open Spaces Society. Cllr Watson stated the organisation wrote a comprehensive report on the history of WA50 for the parish council in the past. Cllr Evans receives regular information from the society and values their work. Cllr Watson proposed that the payment be approved. This was seconded by Cllr Evans and all voted in favour.
 - 5.2. **To ratify the payments on Appendix A.**
Cllr Watson proposed that the payments be ratified en-bloc. This was seconded by Cllr Barnett and all voted in favour.
 - 5.3. **To consider a draft budget for 2026-27 and the level of precept.**
The clerk advised that Finance Committee had considered all the lines of income and expenditure and as a result the clerk had prepared the draft budget for full council to provide comments and/or additions. Cllr Watson enquired why the HHMP was provided with a £500 budget. Cllr Berry advised that this was to cover any unforeseen maintenance issues. No other comments were made and the clerk advised that unless any other representations were made the budget would be submitted again in December for a final decision and the decision on the level of precept for which the application is due to be submitted to Herefordshire Council before the year end.
 - 5.4. **To consider budget items that have had little or no expenditure, particularly training and PROW.**
The clerk advised that as council was no longer a member of HALC no training was possible from that route. He has a contact in Ross who carries out the same function as Lynda Wilcox of HALC but for Gloucestershire. It was agreed that he would seek a quotation for an evening training session from his contact and councillors will consider what particular areas they wish the training to cover. In respect of PROW work Cllr Evans commented that the dry conditions during the summer had restricted growth so the only work that had been required was some path and stile clearing carried out by the clerk.

Cllr Berry as Chairman proposed that agenda item 8.3 be taken next and the meeting agreed.



8.3 To consider supporting a petition to install speed bumps or a mirror as a road safety measure at Walford School.

Chelsea Sharp had attended the meeting seeking council support for her petition to have speed bumps and/or a mirror installed at a blind bend at the bottom of the playing field at Walford School to prevent serious injury when attempting to cross the road at that point which she is obliged to do with her children daily. Cllr Berry having contacted her beforehand he advised that due to the nature of the road speed bumps would not be permitted and a mirror had associated issues of potential glare to road users and would require permission from Herefordshire Council. He proposed that council supported the petition and asked the Ward Councillor to see what could be done, and all councillors agreed with this approach. Cllr Watson suggested that the School Governors might be asked for support and there was a further suggestion of installing signage to alert drivers to a concealed entrance and/or that children may be crossing the road. Cllr Watson suggested Chelsea also start a petition to hand into Herefordshire Council (HC). Cllr Postlewhite explained the process is set out on the HC website

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

6.1. KBCL Maintenance Co-ordinator report.

Cllr Petersen advised that he had represented the council at a Wye Valley Landscapes Study Tour where he had explained the history and current operation of the Kerne Bridge Canoe Launch site which had been received with thanks. The agreed maintenance at the site was complete aside from at the launch itself where a self-levelling substance cannot be introduced until the river is at a suitable height. He and Cllr Cole carried out some tidying at the site including moving the benches to prevent them being washed away. The issues of the toilets and signage in general are to be resolved and Cllr Watson said that council should formulate a new strategy for the KBCL site.

6.2. To approve a KBCL Lottery Grant application.

Cllr Watson observed that the application required costings and that benches that had QR codes to provide information would cost the same as information boards. Cllr Vine suggested that the environmental importance of the site as a SSSI should be included in the application. Cllr Watson suggested that some figures demonstrating the contribution made to council finances of the canoe launch would also help the application. Cllr Warburg proposed that council approved the process of preparing the application. This was seconded by Cllr Petersen and all agreed. Cllr Berry will make additions to the application and resubmit to council.

6.3. 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 the Ward Councillor it was agreed that the clerk will chase Ross Cook of Herefordshire Council for an answer to his e-mail requesting urgent action to complete and send designs for the road crossing.

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

The clerk advised that he had forwarded the joint Council/BVH letter to HC Asset Management & Property Services who had acknowledged receipt but had received nothing further so will chase the matter.

6.5. To consider a proposal to purchase a card and coin parking ticket machine from Metric at a cost of £ 3,500, and recover the additional £ 1,500 above the £2,000 already agreed expenditure from car parking receipts before any further payment to Riversea Holdings.

Cllr Barnett proposed that this matter be held over for the time being. This was seconded by Cllr Evans and all agreed.

6.6. To consider a proposal that Walford Parish Council seek an asset transfer of the Bishopswood Village Hall land from Herefordshire Council to Walford Parish Council.

The clerk read out an e-mail from the BVH Treasurer that the trustees had considered this matter but are not interested in pursuing an asset transfer. Cllr Berry explained that the hall is not owned by Herefordshire Council but is held in trust under holding trusteeship who retain the legal title on behalf of the management trustees, and as the Trustees have 225 years left on their lease they feel that their tenure is safe.

Cllr Llewellyn left the meeting.

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



7.1. Community Support Scheme Coordinator

No report was received. Cllr Watson advised that the scheme co-ordinator Rebecca was in contact regarding defibrillator/CPR training for volunteers. She also advised that the RBL offer the sort of telephone support that Rebecca has been giving and which council agreed was not the service that the scheme was set up for or qualified to give. Cllr Postlewhite agreed to compile a list of agencies that offer telephone support to older people in Walford Parish to share with Rebecca at the next WCSS Working Group meeting.

7.2. Police Liaison.

The clerk is to advise the Community Support Officer that the council priorities are:

Domestic Abuse
Drug dealing
Fraud
Speeding

It was noted that a further domestic oil theft had occurred and a car was observed speeding up and down Howle Hill until it ended in a hedge.

7.3. Howle Hill Memorial Project.

Cllr Watson asked that the clerk follow up to seek approval for the designs for the information boards from stakeholders. She also advised that she has found a source of funding to cover the cost of moving the war memorial.

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

8.1. PROW officer

Cllr Evans reported that due to the dry summer footpath growth had been restricted and apart from the clearing undertaken by the clerk no further work was required.

8.2. Lengthsman Co-ordinator: To receive an update and report back on the drainage grant application.

The clerk had submitted the drainage grant application just before the deadline of 28th September but has not yet received the award notification.

8.3. To consider supporting a petition to install speed bumps or a mirror as a road safety measure at Walford School.

See above after agenda item 5.4

9. Planning:

9.1. To comment on applications for determination by Herefordshire Council - see Appendix B. P252861 Waters Edge, Sharman Pitch – variation of conditions

Cllr Watson questioned how the redesigned roof structures would appear as there was no topographical landscape plan. Cllr Petersen suggested that the developer was seeking to save money by reverting to a more traditional pitched roof and it was wrong in principal to change the original energy efficient design. Cllr Vine commented that the visual impact was considerably different and it was not clear what materials were being used in the redesigned rooves. Cllr Vine proposed that on the basis of drastically changed visual amenity council should oppose the variation. This was seconded by Cllr Evans and a vote taken with 7 in favour 1 against so was passed.

P251634 Land off Watling St

Councillors felt there was no reason to comment on the re-consultation.

10. To consider correspondence received.

The correspondence regarding the overgrown section of WA25 near Walford Church was discussed and it was agreed to obtain a quotation from the lengthsman to carry out the necessary work.

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

The clerk will write to the Walford School headteacher Ms George to ask for ideas and help.

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

- 12.1. The Dam
- 12.2. Improvements to the permissive path from KBCL to Kerne Bridge.
- 12.3. Leys Hill junction.
- 12.4. Sewage issue on Howle Hill.
- 12.5. KBCL strategy and car parking meter.
- 12.6. KBCL Lottery grant application.
- 12.7. BVH public toilets
- 12.8. Drainage Grant.

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12.9 HHMP information board approvals.

The chairman closed the meeting at 9.30pm

13. Next WPC meeting: Wednesday 26th November 2025 7.30pm at Bishopswood Village Hall

SIGNED

A handwritten signature in black ink, appearing to be "D. Green", written over a horizontal line.

DATE

26/11/25