

WALFORD PARISH COUNCIL

Parish Clerk: Catherine Murray. Rose Cottage, Coughton, Ross on Wye, Herefordshire, HR9 5SF.

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Minutes of the Full Council meeting held in Bishopswood Village Hall At 7.30pm on Wednesday 10th December 2014

Present:

Councillors - Dave Berry, Shane Carlson, Karen Chinn, Simeon Cole, Heather Evans, Luke Freeman, Terry Snow.

In attendance: Clerk Catherine Murray.

Councillor Shane Carlson was invited to chair the meeting in the absence of Frank Myers.

1. **Apologies:** Sandra Cole – family commitment, Marc Thomas and Frank Myers – work commitments, John Daniels – illness, Eric Drummond – another engagement.
2. **Parish Council Vacancy:**
 - 2.1 **Electoral Services Office Information:** A notice of casual vacancy has been displayed in the Parish.
 - 2.2 **Election of Vice Chairman:** Councillor Shane Carlson was proposed and seconded and as no other Councillor was proposed it was unanimously **RESOLVED** to elect Shane Carlson as Vice Chairman.
 - Election of Police Representative:** Councillor Karen Chinn was proposed and seconded and it was unanimously **RESOLVED** to elect Karen Chinn as the Parish Council Police representative.
3. **Declarations:** Councillor Simeon Cole declared a pecuniary interest in item 9.4 WA50.
4. **Minutes:** It was unanimously **RESOLVED** to accept the minutes of the Full Council meeting held on 12/11/14.
5. **Reports:** The Police representative, Ward Councillor and Localities Steward were not present.
6. **Public Participation Session:** A member of the public asked whether any progress had been made about dog fouling on the Wye Valley Walk. The Clerk has made enquiries and is awaiting a response. <<Action Clerk>>
7. **Finance:**
 - 7.1 *Bank reconciliation - Finance Appendix A and bank statements for November were approved and signed.*
 - 7.2 **Precept and Budget:** It was unanimously **RESOLVED** to approve and sign the updated budget and precept request form for 2015-16.
 - 7.3 **Payments:** It was unanimously **RESOLVED** to approve the following payments
 - a) Viking Office Depot – Office Supplies
 - b) Lengthsman for Parish Council maintenance work
 - c) Lengthsman payment for training on enhanced Lengthsman scheme.
 - d) Clerk Hours and expenses for November
8. **Planning: Note:** Applicants and the public were invited to comment.
 - 8.1 **Planning Applications:** Planning Appendix B was noted and comments put forward on:
 - a) **Site:** Hunsdon House, Walford, HR9 5SB. **App No:** P143267/FH
Comments: *There were no objections.*
 - b) **Site:** Westways, Coughton, HR9 5RR. **App No:** P143513/F
The applicant explained the plans to the Parish Council and questions were asked by Councillors.
Comments: *There were no objections.*
 - c) **Site:** Overhead line at Homme Green, SW of New House Farm, Coughton. **App No:** P143347/E
Comments: *There were no objections.*
 - 8.2 **Neighbourhood Planning:** Councillor Berry explained that there had been no further progress, as the Parish Council has agreed to wait until the Core Strategy has been approved by Government. He was asked to fill in the Neighbourhood Planning Questionnaire, to be returned to Herefordshire Council Neighbourhood Planning Team. <<Action Cllr Berry>>
9. **Highways / Rights of Way / AONB:** *Appendix D was noted.*
 - 9.1 **Reports - Lengthsman Co-ordinator and Rights of Way Officer:** Councillor Cole explained to the Council, the concerns which had been raised by Came and Company about liability over pot holes, which have been repaired by the Lengthsman, but not signed off by the Localities Inspector. The Clerk explained that she was waiting for a response from Herefordshire Council Parish Liaison Officer Anthony Bush.
 - 9.2 **Work orders for Lengthsman / Rights of Way:** There were no work orders.
 - 9.3 **Daycroft Lane Flooding:** It was unanimously **RESOLVED** that the Clerk should contact all parties concerned to arrange another meeting in the New Year, to discuss progressing the proposals. <<Action Clerk>>
 - 9.4 **WA50:** There was no further news, no discussion and Cllr Simeon Cole remained in the room.

- 9.5 **Signage for HGVs on Bulls / Leys and Howle Hills:** The Clerk read out the e mail response from Richard Lloyd at Herefordshire Council, who stated that provision of signage to deter HGVs was not in the 2014/15 Annual Plan, but should be a priority for the next Annual Plan. The Clerk was instructed to ask Herefordshire Council what the cost would be for supplying the signs, so that the Parish Council could consider whether to buy them in advance of the 2015/16 Annual Plan being approved, then to re-claim the cost from Herefordshire Council. Information to be brought to the next meeting. <<**Action Clerk**>>
- 9.6 **Bus service provision:** Mr Patrick Gale updated the Parish Council on the meeting which had been held between Louise Currie from Lydney Dial a Ride, Mr Gale, The Chairman of the PC and the Clerk, drawing the Councils' attention to the proposals put forward by Lydney Dial a Ride, with 3 options to provide transport for local residents. It was unanimously **RESOLVED** to ask the Clerk to obtain the costs for these proposals from Louise Currie and for sending out a flyer to all Parish residents, asking them to respond if they are interested in using such a service. The flyer will also include an appeal to parish residents who would be interested in becoming volunteer drivers, if such a service were to be introduced. Information to be brought to the next meeting. <<**Action Clerk**>>
- 9.7 **Community Speedwatch:** The Clerk explained that West Mercia Police would be carrying out a survey of the traffic on the B4234 through Walford Parish, to establish whether a Community Speedwatch group would be appropriate; they will report their findings back to the Parish Council.
- 9.8 **Community Litter Pick:** Will be postponed until the next meeting, as Councillor Daniels – who raised the issue – was not present.
10. **Parish Council meetings:** As there were several Councillors absent, it was unanimously **RESOLVED** to postpone this discussion until the next meeting.
11. **Parish Projects:** To receive updates and discuss further action.
- a) **Village Agent Scheme:** Councillor Snow explained that no further progress had been made, as funding has not yet been secured. The Clerk said that a meeting was being set up by The Chairman, to include Herefordshire Council representatives Helen Coombes and Graham Powell and it was unanimously **RESOLVED** that Councillor Snow should also attend this meeting. <<**Action Cllr Snow**>> Councillor Chinn said that the Church wanted to get involved; Councillor Snow and Councillor Chinn will discuss. <<**Action Cllrs Snow and Chinn**>>
- b) **Walford Links:** Councillor Carlson said that he will be organising the hand-over of the project with ex Councillor Philip Heath. <<**Action Cllr Carlson**>>
- c) **Kerne Bridge Canoe Launch Site - Community asset transfer & WCs:** The Clerk reported that the Solicitors were still in negotiation with Herefordshire Council over the wording of the overage clause in the proposed contract; when a final proposal is on the table, the Parish Council will be asked to consider it and if no agreement can be reached the project will not progress any further.
- d) **War Memorials:** The Parish Council discussed options for refurbishment & information required for the full grant application. Councillor Berry offered to complete any paperwork which was required and the Clerk was asked to send all the paperwork to him. <<**Action Clerk and Cllr Berry**>>. A community cleaning event was considered; Councillor Chinn explained that the recent event to clean the memorial stones at Walford Church had not been very well attended and that it was hard work, which took a considerable amount of time to complete; she argued that given the scale of the job, this might not be a viable option. It was unanimously **RESOLVED** to ask the Clerk to contact the Herefordshire Council Conservation Officer, in order to establish whether such an approach would be acceptable. Information to be brought to the next meeting. The Clerk was also asked to advise Cllr Snow if / when the grant application would be sent to the War Memorials Trust. <<**Action Clerk**>> Cllr Cole offered to organise getting the cleaning work done, provided the Conservation Officer was happy with the Parish community cleaning approach.
12. **Information and correspondence**
- 12.1 **Correspondence / Clerks Report / HALC Information corner were noted:**
Councillors' reports on local matters: The Clerk conveyed a message from Cllr Daniels that the field between the Saw Mills and Kerne Bridge had come up for sale.
- 12.2 **Quality Council Status:** It was unanimously **RESOLVED** that the Clerk and Cllr Simeon Cole would attend the 'Walk Down Quality Street' training event at HALC. The Clerk was asked to book the places. <<**Action Clerk**>>
- 12.3 **Social Media site:** Cllr Carlson explained that a Parish Council Facebook page has been set up; he will be administering the site and has taken advice from Herefordshire Council; he added that there is a high level of security set up on the site, to filter out anything inappropriate. He invited those present to supply photos and information on activities within the Parish. The Clerk asked Cllr Carlson to discuss any content with her, for advice prior to uploading. <<**Action Cllr Carlson**>>
- 12.4 **Responses required to correspondence:** The Clerk was asked to respond to an e mail from a resident, asking for further information about the proposed raised section of the Walford Links route, between the Saw Mills and Kerne Bridge. <<**Action Clerk**>>
13. **Brief public response session:** A parish resident said that someone had burst a tyre on a bad pot hole on Howle Hill. Cllr Simeon Cole said that he would investigate the hole and report it to the Localities Steward. <<**Action Cllr Simeon Cole**>>

14. Items for next meeting agenda: Those listed above.

15. Next meeting: 14/01/15 Full Council @ 7.30pm at Walford Village Hall.

Signed:

Date: 14/01/15