

WALFORD PARISH COUNCIL

Parish Clerk: Catherine Murray. Rose Cottage, Coughton, Ross on Wye, Herefordshire, HR9 5SF.
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Minutes of the Parish Council Meeting held at Bishopswood Village Hall At 7.30pm on Wednesday 12th March 2014

Present: Chairman – Frank Myers

Councillors: Dave Berry, Shane Carlson, Karen Chinn, Simeon Cole, John Daniels, Eric Drummond, Heather Evans, Philip Heath, Terry Snow, Marc Thomas.

Not Present: Luke Freeman

In attendance: Clerk Catherine Murray and several members of the public.

1. **Apologies:** Sandra Cole – family commitment.
2. **Declarations and Dispensations:** Cllr Simeon Cole declared a pecuniary interest in item 8.6 – WA50.
3. **Minutes:** It was unanimously **RESOLVED** to approve the minutes of the meeting held on 12/02/14
4. **Ward Councillor and Police Reports:** Neither was present.
5. **Public Participation Session:**

A member of the public raised the issue of a storm blown tree, leaning on a BT line above the B4234 and the clerk was instructed to ask relevant authorities what procedures are in place, to deal with such events. The same person drew attention to the soil spillage onto the road at Thorny Orchard, suggesting that steps should be taken to stop the badgers from excavating the soil.
6. **Finance:**
 - 6.1 Bank reconciliation, Finance Appendix A and bank statements for February, were noted.
 - 6.2 Update and recommendations were received from the Finance Committee. (See Finance minutes)
7. **Planning**
 - 7.1 **Planning Applications:** None Received.
 - 7.2 **Neighbourhood Planning:**
 - 7.2.1 Cllr Berry said that the Steering Group were awaiting return of the completed questionnaires from Hoople, in order to start working on a Neighbourhood Planning document.
8. **Highways / Rights of Way / AONB:** (Appendix D contains Highways & Rights of Way Reports)
 - 8.1 **Lengthsman Co-ordinator Report:** James Powell at Balfour Beatty has provided the name of someone with a jetter, as there are drains on Bishopswood Hill, near to Bishopswood Village Hall and by Drybrook House which need jetting, as indicated by standing water, which is not clearing. Cllr Drummond asked about the pot holes at Hom Green.
 - 8.2 **Rights of Way Officer report:** The P3 Annual Return is nearly complete, but will have to be finalised after the Can Do Crew have finished their current work within the Parish. <<**Action Cllr Evans**>> The Chairman thanked Cllrs Evans and Daniels for all their efforts.
 - 8.3 **Work orders Lengthsman and Rights of Way:** The following work was put forward:

Grip near to Suff Lodge (this should have been done – Cllr Daniels to check)
Pavement near to Lumley's needs cleaning.
Blocked drain at Starve Beech – A solution to help water drain away.
Bakehouse Corner – needs digging out.
Jetter required as outlined in Lengthsman report, to clear silt and prevent build-up of standing water.
The work was approved, provided the budget is sufficient.
The Clerk reported that the ditch below Hill House on Sharman Pitch needed digging out. It was confirmed that this is the responsibility of the landowner; the Clerk will advise the landowner and report back, letters will also be written to landowners whose ditches need digging out, to remind them of their responsibilities.
 - 8.4 **P3 Scheme Annual Return:** It was unanimously **RESOLVED** that the Clerk and Chairman will sign the P3 return form, when Cllr Evans has completed it. <<**Action Cllrs Evans, Myers and Clerk**>>
 - 8.5 **Lengthsman and P3 Schemes Administration:** Cllr Myers explained that this was a structure for administration of the scheme by the Parish Council, it will not affect the work that the Lengthsman is asked to do and will not be setting a precedent. It was unanimously **RESOLVED** to agree the proposed structure for administration by the Parish Council.

Contract: Cllr Berry said that until the new Lengthsman contract is issued, a simple amendment should be made to the existing contract, to bring it up to date. Cllr Daniels expressed the importance of also having a service contract with Balfour Beatty.

- 8.6 **WA50:** Although an acknowledgement of the complaint regarding the way that the continued closure of WA50 had been handled, has been received from Herefordshire Council, no letter of response has yet arrived; the Clerk was asked to chase the letter. <<**Action Clerk**>>
- 8.7 **AONB River Festival Participation:** The Chairman updated the Council, that Bishopswood Village Hall hope to participate with an event in the 2016 River Festival, as there is insufficient time to plan for 2014. Cllr Berry had attended an AONB JAC meeting, and said that those who are not directly involved are encouraged to turn up at some of the events. <<**To go on next meeting agenda**>>
- 8.8 **Reduced bus services within the Parish:** The Chairman updated the Council, that, according to the local press, the plans to cancel some services have been shelved until September.

9. Parish Projects:

- 9.1 **Walford Links:** Cllr Heath reported that there will be a meeting with Sustrans and Herefordshire Council representatives on 13th March.
- 9.2 **Village Warden Scheme:** The Chairman read out information on the Village Warden Scheme and Cllr Snow agreed to take on the responsibility of moving the project forward. <<**Action Cllr Snow**>>

10. **Kerne Bridge Canoe Launch Site Management proposals:** The Chairman explained that although Herefordshire Council had received the WPC Business Plan, that they had not responded due to staff illness. More than one Cllr expresses concern that the profits were minimal and that it would involve a great deal of work for little return. The Chairman suggested taking the site on, then appointing someone else to manage it. It was agreed that the PC will wait for Herefordshire Council to respond and then discuss it further. A Cllr said that the PC must make sure it had the option to manage the site and asked if the closure of the WC's had been resolved. The Chairman explained that he and a Bishopswood Village Hall representative had met with Herefordshire Council and that their lease did not include an obligation to keep the facilities open.

11. Information and correspondence:

- 11.1 Correspondence Appendix C, Clerks Report Appendix D and HALC Information corner were noted.
- 11.2 **Newsletter:** It was unanimously **RESOLVED** to accept the Finance Committee recommendation that the Newsletter will be published 4 monthly, with a maximum of 6 months between issues. The next issue is proposed for mid-April publication. The Finance Chairman will provide information on the precept.
- 11.3 **Walford on Wye:** The Chairman explained the simple process of requesting a change in the Parish name. It was unanimously **RESOLVED** to include this in the newsletter, inviting comments and to ask local Businesses / Churches / School for their opinions. <<**Action Clerk**>>
- 11.4 **Allotment provision:** It was **RESOLVED** to include this in the next Newsletter, to discover whether there is an appetite for allotment provision within the Parish, to include a disclaimer that the Parish Council is not suggesting that they will provide them, but gathering feedback. <<**Action Clerk**>>
- 11.5 **Emergency contingencies in case of blockages at Kerne Bridge:** The response from Balfour Beatty is that in the case of a blockage or of water submerging the bridge, a diversion will be put in place.
- 11.6 **Responsibility for War Memorials:** The Chairman read out advice on responsibility for War Memorials and it was unanimously **RESOLVED** that an inspection of the Parish War Memorials will be included on the agenda every 2 years.
- 11.7 Responses required to correspondence received during February.
Flooding at Daycroft Lane: A lengthy discussion was held, focussing on the watercourse, which regularly floods because it does not have the capacity to deal with the high water flow. It was unanimously **RESOLVED** that a meeting would be arranged between those affected and the landowners responsible, with a view to resolving the matter. Cllr Cole pointed out that the environment agency would have to be notified of any plans, for approval. The Chairman suggested the following: Establish which landowners are responsible / Encourage the landowners to clear the watercourse / Contact the environment agency to get clearance. Cllr Drummond offered to gather the necessary information, so that a meeting can take place. <<**Action Cllr Drummond**>>

12. Brief public response session:

- A member of the public cautioned against having a long delay between issues of the Newsletter, because of the importance of reporting back on matters such as the Neighbourhood Planning Questionnaire. The Chairman explained that there would not necessarily be a delay, if there was relevant information and sufficient content to justify a more regular publication.
- Another asked about the WC's at Bishopswood Village Hall. The Clerk was asked to go back to Bishopswood Village Hall and to ask them where things stand. <<**Action Clerk**>>
- Another asked about the landslip at Kerne Lodge. The Clerk was asked to complain to Herefordshire Council about the delay in fixing this and to post the information about future rectification plans on the website. <<**Action Clerk**>>

13. **Items for next meeting agenda:** Those above, Police report, Hedge opposite the Inn on the Wye.

14. **Next meeting:** 09/04/14 - Full Council @ 7.30pm – Walford Village Hall