

# 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 Walford Village Hall At 7.30pm on Wednesday 13<sup>th</sup> April 2016

**Present:** Frank Myers - Chairman

**Councillors:** Murray Alston, Dave Berry, Shane Carlson, Simeon Cole, Karen Chinn, Heather Evans, Sophie Hurley, Martyn Jenkins, Angus McIntosh.

**In attendance:** Clerk Catherine Murray. Ward Councillor Paul Newman.

1. **Apologies:** Eric Drummond (Work commitment) Luke Freeman (Work commitment) Nesta Hirst (On leave)
2. **Declarations:** Simeon Cole declared an interest in item 7.1, Karen Chinn and Angus McIntosh in item 8.4.
3. **Minutes:** It was unanimously **RESOLVED** to accept the minutes of the meeting held on 24/02/16.
4. **Reports:** Details are available from the Clerk.
  - 4.1 Police representative was not present.
  - 4.2 Ward Councillor Paul Newman gave his report.
  - 4.3 Localities Steward Kevin Williams explained that Balfour Beatty is still battling with pot holes and that there is no surfacing work planned for the south of the county in the first part of this year, all work is being carried out in the North. Very deep pot holes were reported between Dunderhole Farm and Suff Lodge; these will go on the list for Balfour Beatty to do. The Chairman asked whether contractors are being taken to task for bad work and asked for feedback to show that action is being taken. Accidents have been occurring at Coughton corner, where the white lines need to be re-instated; Kevin explained that there is no money for line marking at the moment.
5. **Public Participation Session:**  
 A member of the public said that there is a lot of water debris blocking areas of the road near Suff Lodge; Kevin said that there will be an annual inspection next week.
6. **Finance:** *The bank reconciliation, Finance Appendix A and bank statements for February and March were signed by a non-bank signatory*
  - 6.1 **Payments:** It was unanimously **RESOLVED** to approve the following payments:  
 HALC (Training), Lengthsman, Terry Griffiths, Enviroability (Rights of Way), Mavis Russell Cleaning Ltd, Herefordshire Council (Uncontested Election), Viking Direct (printer), Louise Jarvis (Community Support Co-ordinator), Clerk pay and expenses for March, HMRC (PAYE & NI)
  - 6.2 **The following payments made since the last meeting were noted:** Clerk Salary & Expenses February, AED Cabinets – Defibrillator Box.
7. **Planning**
  - 7.1 **Applications:** Planning **Appendix B** was noted and comments put forward on:
    - 7.1.1 **Application No:** 160086. **Site:** Walford Primary School, Walford, HR9 5SA.  
**Comments:** *There were no objections to the application.*
  - 7.2 **Neighbourhood Planning:**  
 Will Warburg has been going through the paperwork; he has looked at the suggested DPD approach, which involves submitting development Plan documents to Herefordshire Council, who can then tell the Parish Council what to do, but this does not give the PC as much control and in Will's opinion is not the right way forward for Walford. A Cllr asked if a DPD can be imposed on the PC if it does not produce a Neighbourhood Plan and how long it has to complete the Plan; Ward Cllr Newman said he thinks that the time period is 2 years. Will Warburg suggested that the PC should get moving with its plan.
8. **Highways / Rights of Way / AONB:** *(Appendix D was noted)*
  - 8.1 **Reports:**  
**Lengthsman:** The Lengthsman's work is up together.  
**Rights of Way:** A big tree is down above Kerne Lodge. 2 posts have fallen over at Sainsbury Wood and on the road linking Howle and bulls Hill. A stile there is in need of repair. <<**Clerk to remind Cllr Evans**>>
  - 8.2 **Work orders:** Anything mentioned above and items within the annual plan.
  - 8.3 **Purchase of dog fouling signs from Walford Village Hall:** Cllr Berry explained that the Village Hall wish to keep the signs now.

- 8.4 **Daycroft Lane:** The Chairman explained the site visit arranged by Cllr Newman and how the use of a hidden culvert will help to channel the diverted water; this culvert needs to be located and Cllr Cole said that he knows where it is. The Chairman will contact John Chinn to update him on developments. <<**Action Cllr Myers**>>
- 8.5 **Community Speedwatch:** Cllr Berry explained that he had received an e mail from Ian Connelly from West Mercia Police and he will send the Clerk some information to be published in the newsletter. <<**Action Cllr Berry and Clerk**>>

## 9. Parish Projects:

- 9.1 **Community Support Co-ordinator (The Village Warden Scheme):** The Chairman explained the progress with the project and the Clerk said that the initial report had been submitted to the Wellbeing Innovation Fund, in order to claim the first payment.
- 9.2 **Kerne Bridge Canoe Launch Site community asset transfer:** The Chairman said that the Working Group had met and those who were not present had been contacted by phone; he explained the current position, which is that the solicitors have advised that there will be no further movement on the issue of the overage clause in the contract proposed by Herefordshire Council; he invited Cllrs who had been at the meeting to comment and they agreed that his summary was correct. The Working Group advice, based on the proposal to take on the site and do nothing further than manage it for the time being, and to accept the contract including the overage clause that states if future development takes place, which is outside of the use of class D, a payment will become due that will be subject to interest at 4% over base rate between granting of planning permission and the payment date. If, there are future plans, proposals will be brought to the Parish Council for approval. There was a proposal to accept the contract with the overage clause included. It was **RESOLVED** to accept the contract by a majority of 9 votes in favour to 1 objection.
- 9.3 **Public WCs at Bishopswood:** The Chairman explained the situation with the WCs, which is that they are not included in the contract for the Canoe Launch Site; Cllr Berry said that Bishopswood Village Hall have a long lease with Herefordshire Council, so no 'title'; the clerk was asked to clarify whether the WCs are part of this lease and arrange a meeting with representatives from Bishopswood Village Hall, Herefordshire Council and Walford PC. It was unanimously **RESOLVED** that the clerk be given delegated responsibility to purchase the necessary consumables for the cleaning of the toilets for 6 months at her discretion. <<**Action Clerk**>>
- 9.4 **War Memorials:** The clerk explained that a full grant application for Bishopswood has been submitted to War Memorials Trust and the next round of assessments took place on 31<sup>st</sup> March, so it is hoped that a response will be received soon. Further information is being sought regarding the fencing surrounding Bishopswood, which will be discussed at the next meeting. Ursells of Ross have offered to cover the 10% reduction in grant made by WMT for Walford Memorial and are considering what can be done about the eroded lettering on the face.
- 9.5 **Defibrillator - External box:** The heated external box is being delivered the day after the meeting and Cllr Freeman has offered to get it wired up. Cllr Berry explained that you do not have to take the person to the defibrillator; you can take the defibrillator to the person. The clerk was asked to book a full training course and publicise it. <<**Action Clerk**>>

## 10. Events in 2016:

- 10.1 **Wye Valley River Festival 2016:**  
Cllr Chinn explained that an event is taking place in the field next to Bishopswood Village Hall on Monday 2<sup>nd</sup> May; there will be a BBQ, face painting, a bouncy castle and a puppet show. Cllr Carlson will promote the event on Facebook. <<**Action Cllr Carlson**>>  
The organising committee have a grant of £1,500, so most events will be free; the food will be charged for and there may be a Pimms tent.  
A proposal was made that two items to be supplied for the event could be processed by the PC, in order to re-claim the VAT, provided that it is lawful for the PC to facilitate it and re-claim the VAT. These items are the puppet show and the bouncy castle. Cllr Cole offered to organise provision of the the bouncy castle. The clerk was asked to check on the validity of this approach and it was unanimously **RESOLVED** to give the clerk delegated power to authorise payments provided that the funds are in the PC account and it has been established that there is a legal way of reclaiming the VAT. <<**Action Clerk**>>

## 11. Information and correspondence

- 11.1 Correspondence Appendix C, Clerks Report Appendix D and HALC Information corner were noted.
- 11.2 **Councillors reports on local matters:** None
- 11.3 **Responses required to correspondence:** Letter objecting to development at Walford School; the Clerk was asked to approach the school and send them a copy of the letter and to write to the complainant, suggesting that they also write to the school to express their concerns. <<**Action Clerk**>>
- 11.4 **Parish Newsletter:** Contributors were asked to send copy to the clerk ASAP.
- 11.5 **Bishopswood stores notice board:** It was unanimously **RESOLVED** that the clerk should be given delegated powers to get it repaired at her discretion, provided 3 prices are sought. <<**Action Clerk**>>

11.6 **Consultations: Community Infrastructure Levy:** It was **RESOLVED** by a majority to send the questionnaire back, accepting the expertise of those who compiled it. <<**Action Clerk**>>

**National Grid questionnaire:** Was filled out and will be returned by the Clerk. <<**Action Clerk**>>

**12. Brief public response session:**

A member of the public explained that the Land Registry entry will show the title to the public WCs at Bishopswood. *The clerk was asked to investigate this and obtain a copy of the lease in advance, starting with asking Herefordshire Council.* Another asked if the PC was doing anything to celebrate the Queen's 90<sup>th</sup> Birthday; *The PC had previously decided not to arrange an event.*

**13. Items for next meeting agenda:** Cllr Graham Powell has offered to come to a meeting and speak about Fastershire Broadband. The clerk was asked to contact him to make arrangements for the next meeting, with a view to covering the plans for those who are not able to access fibre to the premises. <<**Action Clerk**>>

**14. Next meeting:** 18/05/16 Annual Council Meeting (Full Council) @ 7.30pm at Bishopswood Village Hall.

**15. Confidential Closed session:** (*The public were asked to leave the room*)

15.1 Community Support co-ordinator: Standing order mandate / Petty Cash / Contract / Communication devices / DBS Checks.

15.2 Kerne Bridge Canoe Launch Site community asset transfer.

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Signed: Frank Myers

Date: 18.05.16