

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 14th May 2014

Present: Chairman – Frank Myers

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

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

1. Election of Officers

- 1.1 Chairman of the Parish Council – Frank Myers was re-elected, unopposed.
- 1.2 Vice-Chairman of the Parish Council – Philip Heath was re-elected, unopposed.
- 1.3 Declaration of Acceptance of Office was signed.

2. To accept apologies and note reasons for absence: Terry Snow – Another Meeting. Sandra Cole – Family commitment.

Not present: Luke Freeman.

3. Declarations and dispensations:

- 3.1 Eric Drummond declared a pecuniary interest in item 9a, and requested a dispensation to share relevant information on planning application 9a, which was granted by the Council. Shane Carlson declared an interest in 9b and Karen Chinn declared an interest in 9a.
- 3.2 Councillors were reminded to update their Register of Interests within 28 days of any change.

4. Minutes: The minutes of the previous meeting held on 9th April 2014 were unanimously approved.

5. Reports: (Copies available from the Clerk)

- 5.1 The Police representative was not present, but Cllr Heath read out a written report from PC Barradale-Smith, with information about monitoring speeding motorists through Walford. Cllr Heath will ask him what time of day and where the monitoring took place and to suggest that later in the evening, near to the Mill Race pub, would be appropriate in future. <<**Action Cllr Heath**>>
- 5.2 Ward Councillor John Jarvis was not present, having apologised for his absence.

6. Appointments and reviews

- 6.1 Members to Committees, Steering Groups and outside bodies – (*See Appendix (e) List of members*)
All positions were reviewed and remain the same, with the exception of:

Finance Committee: Cllr Snow will step down.

Neighbourhood Planning: Cllr Snow will step down. Members of the public were encouraged to apply to join the Steering Group, by Cllr Berry; The Chairman emphasised the importance of supporting the plan.

Lengthsman Co-ordination: Cllr Daniels will step down and Cllr Simeon Cole will support Cllr Freeman.

Resilience Co-ordination: Simon Kinder will support Cllr Berry.

- 6.2 The Internal auditor was re-appointed.

- 6.3 Existing Standing Orders, Insurance policies and annual subscriptions were unanimously approved. The Clerk reminded the Council that Financial Regulations will need to be updated, if electronic banking is adopted.

7. Public Participation Session: There were no comments from members of the public.

8. Finance - (*Appendix A, bank reconciliation and bank statements for April were noted and signed*)

- 8.1 **Accounts:** Completion of Accounts for adoption at June meeting was noted. (*R&P Accounting sheets had been circulated to all Councillors*)

- 8.2 **It was unanimously RESOLVED to approve the following payments:** Terry Griffiths - Jetting work; Came & Company – Insurance; SLCC membership; Lonsdale DS – Newsletter; NALC Conference - Clerk; Clerk hours & expenses – April.

9. Planning:

The applicants for items 9a and 9b were present and were invited to share relevant information and to answer questions.

It became apparent that several members of the public were not aware that the public participation session (Agenda item 7) was for them to put forward their views on any agenda item, including planning applications; the Clerk explained this to those present, and given this misunderstanding and lack of comments under item 7, the Clerk and Chairman agreed that those who wished to speak, should be invited to do so. Several members of the public expressed their views, prior to the Council considering and commenting on the applications.

- 9.1 **Applications:** To note Planning Appendix B and discuss / put forward comments on:

- a) **Site:** Hom Farm, Hom Green, HR9 7TF. **Application No:** P140953/F.
Comments: *On the basis of the following information given to the Parish Council, by the applicant: That the area of coverage will be reduced by 10% and that the poly tunnels will be moved away from Goodrich Castle, The Parish Council supported the application, with the following conditions:*
Time limit: *That the time limit should not be removed; instead, the time limit remaining on the original permission, condition 1(d) should be extended, with a review held on or before 10 years from the date of this permission. (The Parish Council is advised by the applicant that approximately 5 years remain on the previous permission)*
To reduce visual impact: *And safeguard the visual amenity of the area That a practical solution is sought, with regard to the materials used. That appropriate screening is put in place.*
- b) **Site:** Garage at Yew Tree House, Bulls Hill. **Application No:** P140251/F
Comments: *The majority of the Parish Council supported the application, there was one abstention.*
- c) **Site:** Corryn Cottage, Drybrook, GL17 9BJ. **Application No:** P141080/FH
Comments: *The Parish Council supported the application, there were no objections.*
- d) **Site:** Wenslow Cottage, Howle Hill, HR9 5SH. **Application No:** P140560/FH
Comments: *The Parish Council supported the application, there were no objections.*
- 9.2 **Neighbourhood Planning:** Cllr Berry explained that there had been a delay in the data being uploaded to the website. He said that the results of the questionnaire do not contradict the Core Strategy, which is due to be approved later in the year. The Steering Group will wait until this has taken place, before proceeding further with the plan.

Cllr Terry Snow arrived at 20.40.

- 10. Highways / Rights of Way / AONB - (Appendix D contains Councillors Highways & Rights of Way reports)**
- 10.1 **Lengthsman and Rights of Way reports:** Cllr Daniels reported that good clearance work had been carried out by Terry Griffiths with the jetter and it is intended to use the jetter again, to clear further blockages. Cllr Evans said that there was nothing further to report on Rights of Way.
- 10.2 **Annual programme of work & administration for the Lengthsman:**
 A quarterly programme was suggested, to reflect the duties outlined in the contract. It was agreed that this approach would help to manage the budget. It was proposed and unanimously **RESOLVED** that the Clerk and Cllr Simeon Cole, along with Cllr Freeman should arrange to draw up a programme. **<<Action Cllr Simeon Cole, Cllr Freeman and Clerk>>**
- 10.3 Work orders for the Lengthsman and Rights of Way:
Lengthsman: The Footpath from the school towards Ross and more general strimming work on footways in the Parish was approved. Jetting of the drains at Hom Green by Terry Griffiths was approved.
Rights of Way: A dangerous Right of Way had been reported and Cllr Evans said that the flow of water from an adjacent source was the cause of undermining it. The Chairman asked what responsibility the PC has in this regard and Cllr Drummond said that it should be reported to the authorities. **<<Action Cllr Evans>>** Clearance work on WA46, WA25, WA29A and WA104 (which is urgent) were approved.
 It was agreed to include the proposal on the next agenda, to make a provision to incur additional expenditure on the Lengthsman and Rights Of Way, using reserves, if necessary.
 Cllr Daniels reminded the Council that the County Council will no longer be cutting hedges, where landowners are responsible for them.
- 10.4 **Creating an opening in the hedgerow opposite the Inn on The Wye:** The Chairman read out a response from Will Steel at Herefordshire Council Highways department, which made it clear that a full Risk Assessment would have to be carried out, prior to this proposal being considered. Herefordshire Council do not have the funds for this exercise, making it unlikely that the proposal will be taken further. Cllr Heath was asked to draft a response, stressing the importance of preventing people from walking on the road, for their safety. **<<Action Cllr Heath>>**
- 10.5 **Other Parish Highways matters:**
Flooding – Daycroft Lane: Cllr Drummond has organised a meeting for Tuesday 20th May with Balfour Beatty representatives and the landowners are happy to do what is possible to help.
Kerne Lodge Land slippage: The Chairman read out an e mail from the landowner, thanking the PC for writing to Herefordshire Council and confirming that a decision had now been made to proceed with repairs. There is not yet a timetable for the work to be carried out. The Chairman suggested that a restriction should be in place on Leys and Bulls Hill, as they will be heavily used during any road closure.

11. Parish Projects:

- Village Agent Scheme :** Further volunteers are needed, in order for the scheme to be viable.
- Kerne Bridge Canoe Launch Site:** The Chairman explained that the Environment Agency is keen for the PC to take over the site and make it as it should be. Herefordshire Council are happy to proceed with the asset transfer, based on the PC doing no more than Herefordshire Council to maintain the site; the Steering Group will then meet to consider a management plan. It will be necessary to appoint a lawyer to negotiate the transfer and it was unanimously **RESOLVED** to approach Keith Shawcross. **<<Action Steering Group>>**
- Walford Links:** Cllr Heath explained that it is now necessary to cost the proposed raised part of the Cycle way and he will be meeting a contractor, to discuss options.

- 12. Police Matters:** The PC discussed potential input from those doing community / custodial sentences. Cllr Heath explained that there was no liability to the PC and was asked to put a list of potential jobs together. <<**Action Cllr Heath**>>
- 13. Information and correspondence**
- 13.1 Correspondence Appendix C, Clerks Report Appendix D and HALC Information corner were noted.
- 13.2 **Parish Council Facebook page:** There was unanimous support for this proposal, Cllr Shane Carlson will co-ordinate and he invited participation from Councillors, asking them to send him a photo, if they are out and about, involved in doing work locally. <<**Action Cllr Carlson**>>
- 13.3 The offer of voluntary work by the local Scouts Group was discussed and it was suggested that they might carry out litter picking and tidy the Kerne Bridge Canoe Launch Site. <<**Action Community Officer**>> Cllr Evans said that she had put them in touch with a local landowner, who had given permission for them to mend a stile.
- 13.4 **Responses to correspondence received during April: WA50:** The Clerk explained that the complaint to the Ombudsman regarding WA50 should come from individuals, not the PC as a body. The Clerk was asked to forward the information to all Cllrs, so that those who wished to, could make a complaint. <<**Action Clerk**>> **Unauthorised signage:** The Clerk was asked to write to those who had responded, giving them the relevant information with regard to signage and providing contact details at Herefordshire Council for their signage applications. <<**Action Clerk**>> **Walford on Wye:** The Clerk explained that further time should be allowed, for parishioners to respond to the proposal and an update will be included on the next agenda.
- 14. Brief public response session: Members of the public raised the following:**
- Has the Village Warden Scheme changed? *It is actually the same scheme, but with a Warden supported by volunteers, a group of whom are being sought.*
 - Can the data from the Neighbourhood Planning Questionnaire be published? *The proposal for a mail drop will go on the next agenda, with a view to using the grant funds to pay for it.*
- 15. Items for next meeting agenda:** Signage for HGVs. Walford on Wye. Gap in the hedgerow – Inn on the Wye. Planning – Do we care?
- 16. Next meeting:** 11/06/13 Finance Committee 6.30pm, Full Council Meeting 7.30pm, Walford Village Hall
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Signed: Frank Myers

Date: 11/06/14