

WALFORD PARISH COUNCIL

Minutes of the Parish Council meeting held at 7.30 pm on Wednesday 8th December 2010
in Bishopswood Village Hall

Present: Frank Myers – Chairman. Ward Councillor - John Jarvis – who arrived at 7.35pm.
Derek Allen, Heather Evans, Marc Thomas, Geoffrey Symonds, Michael Downey, Alan Whitlock.
Simeon Cole arrived at 8.15pm.

In attendance: Clerk – Catherine Murray. 1 local resident.

1. **To accept apologies for absence.** Eric Drummond, Philip Heath, Luke Freeman, Sandra Cole, Bridget Vine.
2. **To receive declarations of personal/prejudicial interest.** None declared.
3. **Open Session - reports**
 - 3.1 **To receive a verbal report from West Mercia Police and to consider any issues raised which relate to crime, disorder and community safety.** Lisa Austin was present to give the Police report. In rural communities the theft of scrap metal and batteries has increased, particularly from old farm buildings. The Police advise residents to light their premises well and suggest removing batteries from vehicles. Be aware of people asking directions. There have also been continuing thefts of heating oil and diesel, so check your tanks and advise neighbours. Don't leave Christmas gifts on display in cars and don't leave boxes outside your home advertising what you have received for Christmas. Be prepared when travelling by car in the bad weather, take blankets and provisions and defrost your vehicle properly. Do not leave your keys in an unattended vehicle whilst it is running. In the bad weather keep an eye on elderly or vulnerable people and look out for them - in case of falls etc. *Lisa Austin left the meeting at 7.40pm.*
 - 3.2 **To receive a verbal report from Ward Councillor John Jarvis. And to discuss any issues raised therein.**
 - 1) **Recycling:** A Cllr mentioned that at least one recycling bin had not been emptied in the last collection. Cllr Jarvis said that the usual collections of recycling will take place up to Christmas. He explained that the collection vehicles are usually split 1/3 : 2/3 for rubbish and recycling and that the bags should be delivered automatically. There was mention that there were not sufficient bags for some people's needs, Cllr Jarvis suggested that people were using the bags more than before and that the contents were heavier.
 - 2) **Kerne Bridge speed limit:** He mentioned that there would be a meeting at 11.30am on Thursday 9th December regarding the previously discussed speed limit at Kerne Bridge. Cllr Myers said he would be able to attend.
 - 3) **Village Warden:** There is an intention to copy the Gloucestershire model of the Village Agent scheme, for elderly and vulnerable people and to use Walford as a pilot for the scheme. Cllr Myers said that WPC were fully behind it and will support Cllr Jarvis and all concerned with the project. An explanation was given as to why the scheme was important, by Paul Baker. An agent will be available to meet with Paul Baker in order to progress the concept. There was a query about how many vulnerable people lived in the parish. Cllr Jarvis explained that there should be funding for such a scheme and he had spoken to the chairman of the PCT about it.
 - 4) **Broadband:** Cllr Jarvis explained that survey forms are available to be filled in, some are at the Mill Race pub and some at Bishopswood stores, Cllr Jarvis said he would e mail copies of the survey to all Cllrs. There was a query about salt bin provision and a report of a missing salt bin at Bulls Hill, Cllr Jarvis asked to be notified and said he would talk to Amey. Cllr Symonds reported to Cllr Jarvis that the heating had failed at the hospital in the Dore Ward and that the patients were experiencing extreme cold. Cllr Whitlock reported problems for the school bus operators on the icy roads and asked if more salt

could be distributed on the school bus routes. Cllr Jarvis said sometimes the smaller roads were missed out, but he had a meeting the next day and would ask the question.

4. **To adopt minutes of previous Parish Council meeting – 10.11.10.** It was **RESOLVED** to adopt the minutes as a true record.

5. **Finance** See Appendix A – Finance statement and Appendix A1 – Budget statement.

5.1 To receive a report from the Finance Chairman:

Cllr Thomas explained the extension to the precept deadline and said that the Lengthsman's and Footway grants may be affected. He said it was important to know if WPC would get this funding or not. A discussion followed about what would be done if the funding was not available for WPC to do the work and whether WPC should put it into the precept request. It was decided that the Clerk should discover what of the 2 budgetary items WPC can expect to demand from the council. The matter should be included on the next Agenda for discussion. <<**Action Clerk**>> The Finance Chairman explained the Finance statements and a discussion was had about the Parish council funds balance and reserves and it was concluded that these were needed to enable WPC to support projects as and when they come in – such as the recreation ground, the Kerne Bridge canoe launch project and any input on the cycle links project. Funds had also been reserved for council elections in May. The chairman suggested a possible increase in staff costs to cater for covering future project work. **Cllr Simeon Cole arrived at 8.15pm.**

5.2 – 5.6 To pay the invoices due: It was unanimously **RESOLVED** to pay all due invoices.

6. **Roads**

6.1 **To discuss any items to be brought to the attention of Amey.**

There was a report of a hole outside the Woodlands which was full of water, Cllr Symonds had reported it, Cllr Evans mentioned the excessive (privately posted) signage at the bottom of Bishopswood Hill, which was obscuring the view of the road. The Clerk should write a letter to the council about the number of signs and whether they were legal. <<**Action Clerk**>> There was a report that the Milkman had been driving on the grass and on the footpath, Cllr Cole offered to deal with this matter. <<Action Cllr Cole>> He also asked if WPC could publicise the stock of sandbags at Walford Village Hall. The Clerk will put a notice in the local newsletters. <<**Action Clerk**>>

7. **Planning** (See Planning document: Appendix B)

To consider the following Planning Applications:

7.1 DMS/102729/FH – Foxwood House. Approved with no objections.

7.2 To note any Planning consents given. None received.

7.3 The Planning refusal on: DMS/092131/FH - Dunderhole Farm Bishopswood was noted.

7.4 To note any Planning enforcement notices. None received.

8. **To discuss the timing of hedge trimming in the Parish.**

A report had originally been received in the summer, that trimming was being done at the wrong time of year. A further report was read out by the Chairman, which had been received via e mail from a concerned parishioner and it was suggested that perhaps WPC should be encouraging responsible flailing. A discussion was had but it could not be established who was responsible, so it was decided that the Clerk should write to all contractors concerned to ask them and to discover whether it is possible to time the flailing with more sympathy to the natural environment. <<**Action Clerk**>>

9. **To discuss the report of the Recreation ground meeting:**

The Chairman read out the report, which explained that further progress was dependant on the update to the Parish Plan, Cllr Thomas is to feed the necessary information on progress through the Clerk to Cheryl Carpenter. <<**Action Cllr Thomas / Clerk**>>

10. **To consider and discuss the data received for the Speed Indicator Devices:**

A discussion took place regarding the data from the SID's and it was decided that more data was needed to ascertain the effectiveness of the signs as a deterrent. The Chairman agreed to look into what was available to record the speed of vehicles past the sites when the flashing signs were disabled, in order to gain a picture of their impact – when lit. <<**Action Cllr Myers**>>

FINAL DRAFT MINUTES.

35/10

To receive Councillors reports on Local matters.

There were no reports on local matters from Councillors – other than those matters already raised earlier in the meeting. Cllr Evans asked the ROW officer whether the ROW signs previously mentioned had been put in. Cllr Downey said yes they had been done and that a metal sign was still waiting to be replaced – as this had to be done by the council. The Clerk was asked to add to future Agenda reports on Rights of Way and the Lengthsman. The Chairman encouraged that individual matters should preferably be dealt with outside the meeting. <<**Action Clerk**>>

11. To note correspondence received: See Appendix C.

Correspondence received was noted by council.

12. To receive the Clerk's reports. See Appendix D.

The Clerk read out the report and it was noted by council.

13. To discuss the proposed schedule of meetings for 2011.

It was **RESOLVED** to accept the proposed schedule of meetings as acceptable to the council, with particular reference to the meeting on 18th May – to allow time to convene the new council after the local council elections.

14. To discuss the benefits of the Clerk attending HALC training courses in 2011.

The Clerk explained the schedule and cost of the training sessions and it was unanimously agreed that it would be beneficial for the Clerk to attend the 3 HALC training courses early in 2011. The Clerks and Chairs meeting on 26th January was also mentioned – Cllr Myers said that he wished to attend. The Clerk is to remind the Chairman of the date. <<**Action Clerk**>>.

15. To raise matters for the next Agenda:

Village Warden scheme, Broadband update, Parish Map, Kerne Bridge canoe launch. There was an enquiry whether a site visit to Kerne Bridge would be worthwhile; the Chairman suggested waiting for the answers from Hereford Council first, before considering this.

Cllr Derek Allen left the meeting at 9pm.

16. Open Session for views & queries from local residents.

Paul Baker outlined the importance of the Village warden scheme – pointing out that support is vital as the social cost of a bad quality of life is huge. He emphasised the importance of having a trained warden who knows where to go for help. He asked - if full funding was not available through the PCT, whether the Parish Council would be prepared to use some of their reserve funds? The Chairman said that if WPC had to fully fund the scheme, it would put the precept up. Cllr Cole said that any funding would depend on what other items arise which need to be paid for by the Parish council. The Chairman said that as locals WPC should look at what money is available and it would be useful to know what public opinion is on the proposal. The Clerk is to discover how many residents pay council tax and to include a question on the subject of whether a warden would be worth raising the precept for - in the spring newsletter. <<**Action Clerk**>>

17. To note date of next meeting – 12.01.10 – Full Council meeting @ 7.30pm at Walford Village Hall.

The date was noted.

18. Employment matters - Closed Session: To make an appraisal of the Clerk.

The Council **RESOLVED** to go into closed session. Following the Clerk's appraisal session it was **RESOLVED** to confirm her in post. Further detail of the appraisal is contained in a confidential file note.

Signed:----- Date: -----

Catherine Murray - Clerk to the Parish Council

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