

**WALFORD PARISH COUNCIL**

Minutes of a Parish Council Meeting held at 7.30 pm on  
Wednesday 13<sup>th</sup> October 2010 in Walford Village Hall

1. **To accept apologies for absence:** John Jarvis, Luke Freeman, Alan Whitlock, Sandra Cole.
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: Lisa Austin was expected to represent the Police, but due to operational duties was not able to attend.
  - 3.2 **To receive a verbal report from Ward Councillor John Jarvis:** Cllr Jarvis had made his apologies, so there was no verbal report from the Ward Councillor.
  - 3.3 **To receive a verbal report from Rob Hemblade on proposals for the Kerne Bridge Canoe Launch:**  
Rob Hemblade introduced himself and explained the ownership and management of the site as well as the plans to improve the site, including to make access easier for disabled people and to help ease pressure on the site and infrastructure, i.e.: the car park and the Village Hall. The pressure of use was also causing environmental problems further down the river, caused by litter etc. He said that H.C. visited the site every couple of weeks to keep it tidy and that they were looking at a number of management options. H.C is working with AONB and a Company called Opus, to oversee the project. They are looking at ways to generate income to cover maintenance and operation of the site. One way is to manage the commercial canoe launching companies by charging them and allocating time slots to prevent congestion. Signage and promotion of the site will go along with it. He spoke of the possibility of the P.C. taking on the site and having a say in how the site is managed and developed. A contract could be established between WPC and HC, who would manage all maintenance. There were various questions about how income would be generated, whether it would be enough to cover the cost of a warden, what legal rights were for charging, and concern expressed that other sites would be overloaded if this one started charging, an enquiry was made asking if rough costings had been done, but Rob said they had not. Rob explained that private users would only pay for car parking – he suggested that a machine could be installed for payment and a warden would be responsible for emptying it, a catering opportunity was also discussed, as was the possible involvement of Bishopswood Village hall. The Chairman read out a list of questions e mailed by Christine Puzey to be put to Rob, the Clerk agreed to forward these questions to Rob. **<<Action Clerk>>** it was agreed that something had to be done as the congestion at the site would continue to worsen, but that the finances should balance. The Chairman suggested setting up a sub-committee to put together a formal list of questions to put to HC. It was resolved that Cllr Myers and Thomas would take on this task and report back to Council with the list of questions. **<<Action Cllrs Myers and Thomas.>>** The Clerk was asked to write to Rob asking for a business plan. **<<Action Clerk>>**
4. **To adopt minutes of previous Parish Council meeting – 08.09.10.**  
Adopted unanimously and noted as correct.

**5. Finance:** See Appendix A – Finance:

An update was given by the Chairman of Finance stating that the Bank balance was healthy and that the Finance statement showed the status of accounts and amounts to be paid out this month.

- 5.1 The return of the external Audit papers was noted and the external Auditors report considered.
- 5.2 It was resolved to pay the invoice for the External Audit to Mazars.
- 5.3 It was resolved to pay the invoice for installation of speed indicator devices.  
A member of the public said that the road at Coughton corner was a fast one and Cllr Thomas agreed that another device would ideally be needed here.
- 5.4 It was resolved to pay the invoice for hire of Bishopswood Village Hall.
- 5.5 It was resolved to pay the donation for the Citizens Advice Bureaux.
- 5.6 It was resolved to pay the Clerk's salary and expenses.  
The balance of the Lengthsman's invoice from last month was paid. (See Finance statement – Appendix A.)

**6. Roads**

- 6.1 The Parish Walk list submitted to Amey was considered and Cllrs and Public were asked if there were any further items for attention, it was agreed that these should be forwarded to the Clerk for submission to Amey on a monthly basis. Cllr Downey also asked Cllrs to forward ROW items to him and if he could not action them, he would pass them on to the Clerk. <<**Action Cllrs and Clerk**>> Cllr Symonds commended Amey for clearing the rubbish at the Bollins. Cllr Evans was concerned that when the rain was heavy the drains jetted by Amey did not work effectively due to the road camber – are they adequate? Cllr Myers said that we had a working system now to address this.
- 6.2 The installation of the new SID's by the School and Mill Race Pub were noted.

**7. Planning**

- 7.1 Planning Application DMS/092131/F – Dunderhole Farm was considered. The Council commented that they approved the Application as represented on Drawing NO: DhF/P/6A in principle, provided that the materials match those of the original building.  
The Clerk noted these comments for submission to H.C. Planning Dept <<**Action Clerk**>>
- 7.2 Parish Council comments of DMS/102078/FH – The Albion, and DMS/101790/FH – Teagues Point were noted. As submitted to HC by the Clerk under delegated powers between meetings.
- 7.3 Planning consents given for The Albion and Teagues Point were noted.
- 7.4 No Planning enforcement notices had been received.

**8. To receive an update from Cllr Thomas on the Parish Plan.**

Cllr Thomas said that he had contacted H.C. re the formatting of the Parish Plan, which needs to be refreshed, this should be done within 5 years from the Plan being put in place – so we have one year left. He said that the mission statement needed to be less 'woolly'. Cllr Cole asked how long this would take, Cllr Thomas said he would try to get it done before Christmas. It was

suggested that an H.C. rep could come and speak to WPC, Cllr Vine asked if this was necessary. It was decided it was not. <<**Action Cllr Thomas**>>

**9. To receive an update from Cllr Cole on the Recreation ground.**

Cllr Cole said that there was a meeting planned and that they had an Agenda, but that he was waiting for the Parish plan to be formally refreshed before they acted on taking the development forward. Cllr Thomas asked when he needed the refreshed Parish plan and Cllr Cole suggested as soon as possible. <<**Action Cllrs Thomas and Cole**>>

**10. To ratify the decision to make a 1/3<sup>rd</sup> contribution to the Broadband survey fee.**

All were in favour and the decision was ratified.

**11. To discuss Parish Council procedures.**

Cllr Downey suggested that concerns should be discussed personally between Cllrs, rather than sending circular e mails for general comment. He suggested that keeping methods 'in house' was a better approach. Cllr Myers said that e mail was a good vehicle for advising Cllrs but not for debate, which should be done in Council, the only exception being for planning matters decided using delegated powers between meetings. Cllr Heath suggested that if something was to be discussed, it should go on the Agenda. Cllr Drummond agreed that it was important not to debate matters by e mail. Council was told that HALC were producing a new set of standing orders. The Chairman asked the Clerk – as part of her training – to look at Standing orders and check all aspects to see if this topic is covered and if not suggested that it should be included. Cllrs Thomas and Cole spoke about how the Clerk should deal with this information.<<**Action Cllrs and Clerk**>>

**12. To note Correspondence received: (Appendix C)**

Correspondence was generally noted, specifically an e mail from Hope Mansel council regarding the traffic generated by Cobrey Farms was read out, Cllr Thomas suggested that passing places were a good idea, Cllr Drummond said that these tended to develop naturally with the passing of time and by vehicles using the verges, tarmac could then go onto the passing places as part of a process of natural development. There was a consensus that the traffic had not increased compared with, for example, when local fields were used to grow potatoes, Cllr Drummond stated that the production of certain crops had been greatly reduced recently, so there would be less traffic as a result. Cllr Thomas said that the Cobrey Farm vehicles were generally very co-operative road users. It was agreed that it was not WPC's remit to ask Mr Chinn to put in passing places, it was a Highways matter. Cllr Myers said that he was on the liaison committee for Cobrey Farms, which had not yet met, but that he would encourage discussion at the liaison committee. Cllr Drummond suggested that now was a good time for the committee to meet. <<**Action Cllr Myers**>> Cllr Symonds said that the Cobrey Farms site had been greatly improved and was looking good. The Clerk agreed to send the e mail received from Gemma Dyke containing information about being a hub to all Cllrs. It was agreed that the Clerk should fill in the National Highways and Transport network public survey. <<**Action Clerk**>>

**13. To receive Cllrs reports on local matters.**

Cllr Cole and Cllr Symonds had nothing to report, Derek Allen said that one dog fouling sign had been turned parallel to the road but the other signs requested were not up yet. The Clerk said

that they are due to be done. A parishioner had complained to him that she had nearly been knocked off her horse, he said that speed restriction signs were very important. Cllr Drummond spoke about the underground cable being installed, which will commence on January 1<sup>st</sup>, it will be a massive project with lots of traffic. A road will be built between Walford and Marstow, specifically to take the construction traffic. Cllr Downey said that Brian Charlton wanted an item to go on the Agenda for the next meeting to discuss a decrease in the speed limit after Kerne Bridge to 40mph, following the accident where a wedding guest was killed. A Cllr suggested that this was the responsibility of Goodrich council, not Walford. He also said that he had not been able to discover who had cut the Ivy on the trees near Daycroft, but had made enquiries with H.C and would report back. He said that Amey have supplied finger posts, which will be done soon. Cllr Evans asked if this included WA82, and was the Byway sign being replaced, Cllr Downey said it did. Cllr Evans reported a Tesco delivery lorry which had fallen into a roadside ditch, and asked if anything was being done about the ditch on Howle Hill, in terms of pointing out the danger. <<Action Clerk>> Cllrs Thomas, Heath, Vine and Myers had nothing to report.

**14. To receive the Clerk's reports: (Appendix D)**

The Clerk asked Cllrs to supply any evidence for use of land at Forest Green before the next P.C meeting. H Energy week was mentioned – booklets are available, the SID form needs to be filled in - Cllrs requested further data before doing this. The Clerk will fill in the Amey satisfaction survey, a copy of Goodrich Village design statement was given to Cllr Thomas for information when looking at the Parish Plan, the Clerk will ask Goodrich when the digital version will be available to download. <<Action Clerk>> the HALC Conference date was mentioned, and confirmation that the reflector posts on Howle Hill were supplied by Amey for installation as a safety measure. All items from the last meeting had been actioned and Councillors details continue to be uploaded onto the website. <<Action Clerk>>

**15. To raise matters for the next Agenda.**

Cllr Allen suggested a discussion about Horse and rider signs to help prevent bad drivers. Cllrs Myers and Vine said it wouldn't make any difference to bad drivers, Cllr Evans said rider education was as important as driver education in improving this situation.

**16. To note date of next meeting:**

On 10.11.10 – Finance committee @ 18:30 full Council @ 19.30 at Bishopswood Village Hall. This was noted.

-----

**SIGNED BY: Frank Myers**  
Chairman

**DATE: 10/11/10**