

## VILLAGE AMENITIES COMMITTEE

### Minutes of the meeting of the Village Amenities Committee of Colwall Parish Council held on Wednesday 1<sup>st</sup> August 2018 at 7.30pm in the Jean Simon Room, Colwall Village Hall.

**Present:**

Councillors: Butler, Cottam, James, Kendrick (Chairman), Rees, Trafford-Roberts and the Clerk.

**1. Welcome and Apologies.**

The Chairman welcomed those present.

No Apologies were received.

**2. Declaration of Interests.**

None were declared.

**3. Minutes.**

The minutes of Village Amenities Committee held on Wednesday 6<sup>th</sup> June 2018.were agreed as a correct record and signed by the Chairman.

**4. Progress report –**

**i) Potential footbridge behind the Thai Rama.**

Councillors Cottam and Trafford-Roberts reported the following:-

1) Councillor Cottam had met with Lockley Homes, who are very supportive of the plans for a footbridge which would link up the footpath that runs through their site “known as Colwall Gardens”, with CW29 which runs from Colwall School, with the wider network of footpaths - CW30 (north), CW30a, CW30b and CW29, which link up with Old Church Road and “the Crescent” Colwall Stone.

Upon completion of “Colwall Gardens” (estimated late 2018), the tarmac footpath that runs through the site, will become an extension of CW29 when formally adopted by Herefordshire Council.

2. The next stage is to write to the owner of the field, which CW30 (north), CW30a, CW30b and CW29 cross, and seek their “agreement in principal” to a new footbridge and an extension to CW30(north) to complete “the link”.

This “agreement in principal” is subject to clarification of the following points:-

Colwall Parish Council would like to:-

- Build a footbridge across the brook, suitable to gates to contain livestock.
- Create a small additional section of footpath to join up the footbridge with the existing footpath. We are open to the landowners views on exactly how is to be created.
- Explore methods to alleviate muddiness around the proposed footbridge to ensure that it remains accessible in wetter weather (for example aggregate, planking). Advice would need to be sought to find a suitable solution that the landowner would be agreeable with.
- Maintain mown pathways along the footpaths when the field grass is high. The Parish Council’s lengthsman would continue to maintain these, as part of the P3 scheme, which the Parish Council has in place.
- Upgrade gates at 3 key points, known as B, C and D, to allow access to wheelchair and pram users, whilst ensuring livestock is adequately protected.

**IT WAS AGREED,**

Councillor Trafford Roberts would produce the plan which identifies the various points referred to in the currently drafted letter to the landowner, and forward this to the Clerk for inclusion with the letter to the landowner of the field.

Councillor Cottam would produce a draft letter for the Clerk, based on her discussions (and as set out in point 1 above) with Lockley Homes, to be sent from Colwall Parish Council upon receipt of confirmation from the landowner to his “agreement in principal” as set out above..

The Clerk would

i) chase up a response to her email to Roland Close of Herefordshire Council (of the 30th July 2018) – regarding specifying monies in the future S106 agreement relating to “the apartments on the former bottling plant site” and possibly also “the redevelopment of Chevenham site” to include for the provision of a sizable sum for “enhancing school transport links”.

The funds of which could be used to fund this project (in part or full).

ii) chase up a response to her email to Cays Bates – Locality Liaison Co-ordinator of Herefordshire Council (of the 23rd July 2018) regarding obtaining a quote for the preliminary stage of the footbridge involving the design and costings for said footbridge.

## **ii) To consider the options for Colwall Clock Christmas Lights**

Councillors Cottam and James had reviewed the options and presented 6 options based upon an available budget of up to £1,200.

The options presented were:-

1) Refurbishment of the existing motifs at a cost of £1,173.13 (plus VAT) plus carriage costs. The costs are high compared with the original purchase cost (approx £400, which was subject to a “Buy One Get One Free” promotion) because the refurbishment of the lights would include the upgrade of the existing bulbs/lights to LEDs.

2) New motifs – various designs were exhibited.

3) Festive Lights – Icicles

4) Festive Lights – XP Extendable Curtain lights.

5) Festive Lights – Garlands

6) Festive Lights – Commercial Grade Net Lights.

A copy of the presentation referred to above will form part of these minutes.

IT WAS AGREED Councillors Cottam and James would revert at an extra ordinary meeting of the Village Amenities Committee, which will be held on the 26<sup>th</sup> September, having reviewed the options further and taking into account/ consideration the following-

i) fixing the lights onto Aunt Alice (Councillor Beard has agreed to assist with advice, as he arranged the fixing points for the former lights on Aunt Alice) and

ii) ensuring that the existing electricity supply point(s) would be sufficient for the new lighting, or if not, ascertaining what upgrades would be required by the electrician.

The Clerk confirmed she could arrange a meeting with the electrician if required for this later point.

## **5. Amenities Budget.**

i) A summary of the 2017/18 Amenities Committee’s year to date accounts was circulated and discussed. The clerk confirmed all expenditure was inline with the budget.

## **6. Sites Overview.**

Orlin Road Play Area (CE) - Reported by the Clerk, to be in good condition.

War Memorial Garden (GR) – Reported to be in good condition. The troughs had been planted by Cllr Rees with red geraniums for the recent Ale House Festival and were well received. The Clerk confirmed the hedges have been cut by the village maintenance contractor.

Allens Meadow (CE) - Reported by the Clerk to be in good condition.

Walwyn Meadow and Library Building (WC/RJ) – Reported to be in good condition. The John Andrews garden has been tidied up and the wild flower area seeded by Cllr Rees.

Colwall Green (PK) – Reported to be in good order other than the various saplings (some of which are being quite well established) need to be removed by the Malvern Hills Trust.

The bus shelter flower boxes are flowering well thanks to the Parishioner who is watering them. The Clerk made a note for the bus shelter to be cleaned in the autumn.

Brookmill Close Play Area (PB) –The site is reported to be in good condition.

Aunt Alice (GR) - in good order, fickle time keeping due to the current weather. Derek Rees has kindly agreed to discuss this issue with Smiths of Derby at the next annual service, which is scheduled for Monday the 13<sup>th</sup> August at 10.30am.

Railway Gardens (RJ) - Reported to be in good order.

Nature Reserve (GR/FB) - Reported to be in good order.

## **7. Parish Notice Boards, Village Seats and Litter Bins.**

- i) All Parish Notice Boards were reported to be in good order.
- ii) Village Seats and Parish Litter bins were all reported to be in good order.

## **8. Footpaths**

- i) The Footpath Officer, Councillor Butler reported the following:-

“On Wednesday 27<sup>th</sup> June, I attended a Footpath Officer (FPO) briefing, given by Balfour Beatty Living Places (BBLP) at their offices on the Rotherwas Industrial Estate. It was the first such briefing they’d held for some years; I think it was probably driven by the change in the Parish Paths Partnership (P3) scheme. I’d guess there were well over 100 people in the room; some BBLP employees, but mostly other FPOs.

Interesting Fact: There are just under 2,000 miles of highways in Herefordshire, but just over 2,000 miles of Public Right of Way (PROW), with the vast majority of PROW being footpaths; Colwall has around 30 miles (1.5% of Herefordshire total).

Here’s what I got from it:

- Oversight / enforcement of PROWs are the responsibility of Herefordshire Council, who have contracted that to BBLP. (From here on, when I mention BBLP, it’s in lieu of Herefordshire Council.) Parish Councils do not have duties / responsibilities with regards to PROWs, although they do have powers; so PCs could choose to, say, create a new footpath. N.B. BBLP strongly advise a PC considers the ramifications of any such action; unintended consequences etc. I mention this because it may be helpful with the potential linkage of the Thai Restaurant development to our footpath network.
- Any barrier to a PROW should be avoided where possible i.e. a gap in a hedge is preferable to a gate, and a gate is preferable to a stile. But that’s not always practical.
- Landowners are responsible for the upkeep of the footpaths, stiles etc. BBLP have legal responsibility to provide assistance (up to 25% of the cost) to the landowners. In practice, BBLP will provide, say, a stile and expect the landowner to install it.
- FPOs are appointed by BBLP, not PCs. A small number of the other FPOs at the briefing didn’t seem to know who their PC clerk, or BBLP Locality Steward is.

- P3 funding ends 31<sup>st</sup> March 2019. Officially the scheme continues, but without the funding element i.e. participating parishes can still call on BBLP for advice / guidance. I'd have hoped we could do that anyway.
- The official process for resolving footpath issues e.g. blocked paths, broken stiles, is to report directly to BBLP, who will log the problem, prioritise it &, at some time in the future, look to fix it. To put this in context, the priority goes to the advertised long-distance walks of which six pass through Herefordshire; Colwall has a section of the Geopark Way route. BBLP's 'gang', who do the actual repairing, consists of two employees. BBLP are candid in saying they just don't have the budget to address anything but the higher priority cases; in Colwall, we pretty much do it ourselves, with BBLP supplying some materials.
- A representative of the Herefordshire Ramblers was present and offered their members as a resource to provide hands on work on PROWs, fixing stiles, clearing paths, replacing way makers. I've subsequently been contacted by Tom Fisher, of the Ramblers; they're going to put a working party on the footpaths around Evendine / British Camp on Wednesday 8<sup>th</sup> August. At this point I've not seen their planned route, but I've given them a couple of pointers & suspect they'll mainly be clearing and way marking, so should be able to cover a descent distance. While the dry weather has slowed grass growing, the deeper-rooted vegetation hasn't stopped".

Path	Issue	Action Required	Action Taken
CW33	Broken finger post (end of Broadwood Drive)	Replace / repair	BBPLC to undertake repair (advised 3/7)
CW30	Broken stile (Sally Beds side of Evendine Lane)	Replace / repair	
CW30	Broken stile (other side of Evendine Lane)	Replace / repair	Awaiting confirmation completed (1/8)
CW30	Broken plank bridge	Replace / repair	Materials ordered 3/7 awaiting delivery.
CW47	Broken stile (Near Barton Court)	Replace / repair	Completed
CW46	Branches growing near stile (A449, opposite Ridgeway to Eastnor)	Cut back	
CW30	Broken gate (opposite Brook House)	Replace / repair	Completed
CW21	Overgrown finger post (Old Colwall end of Mill Lane)	Cut back	Completed
CW21a	Overgrown path (between Mill Lane & Old Church Road)	Cut back	Completed
CW25a / CW24	Crops across footpath	Re-instate path (need to identify who)	FPO to identify who farms the field.
CW 40	Broken kissing gate	Replace with metal kissing gate	Materials ordered 3/7 awaiting delivery.
CW53	Obstructed footpath & stile	Reported via BBLP.	FPO looked at it & reported back

**9. Correspondence**

i) Email request from a Parishioner in Colwall Green - for the Parish Council to consider a replacement oak tree following the felling of diseased oak in Colwall Green (which was on private land).

IT WAS RESOLVED that Colwall Parish Council would source and plant a replacement oak (mature and bare rooted) in the autumn. A potential site for a tree had previously been identified and authorised by the Malvern Hills Trust Land Management committee, for a “memorial tree”, of the native variety, at Colwall Green. The family of which subsequently had declined to plant said tree. Therefore IT WAS AGREED Councillor Rees would offer to meet with the author of this request, and any other neighbours who are interested, to look at this site, and subject to their agreement THE CLERK will source and arrange for the planting of a new oak tree.

**10 Date of next meeting.**

The next meetings of the Village Amenities Committee will be held on Wednesday 26<sup>th</sup> September at 7:30pm, in the Jean Simon Room at Colwall Village Hall. (which will be an extra ordinary meeting to discuss the Christmas lights only), followed by a meeting on the 10<sup>th</sup> October , at 7:30pm, in the Jean Simon Room at Colwall Village Hall.

The meeting closed at 8.36 p.m.

Chairman.....

Date.....