



# Ross-on-Wye Town Council

**Minutes of the meeting of the Full Council**  
held on Monday 14<sup>th</sup> January 2019 at 7.00pm  
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

**Present:** Councillor H Bramer – Chairman  
C Bennett, V Coker, P Cutter, N Gibbs, R Gibbs, R Mayo, D Ravenscroft, P Symonds, A Taylor,  
C Utting and J Utting

**In attendance:** Mrs S Robson - Town Clerk

There were two members of the press present and six members of the public.

**19/01#01 Apologies for Absence**

Councillor C Bartrum, Councillor J Gren, Councillor J Hyde, Councillor H Lerego, Councillor D Lister and Councillor J Roberts

**RESOLVED – to accept the apologies given**

**19/01#02 Declarations of Interest**

None

**19/01#03 Applications for Dispensations**

None

**19/01#04 Report from Ross Police**

A representative of the Police addressed the Members requesting if there was an update on the issue of CCTV cameras and advising that enquiries to the CPPC regarding funding for new cameras had been made.

7.07pm The member of the Police left the meeting.

**19/01#05 Public Participation**

A member of the public addressed Council regarding her concerns of the recent news of the closure of the Chase Hotel and confirmed her approval of the motion to request Herefordshire Council (HC) introduce the Community Infrastructure Levy (CIL). She believed the funding would provide many additional benefits to the people of Ross that might not otherwise be available. It was expressed that should a Planning Application be successful there should be a financial benefit to local groups, organisations and residents through a legal agreement which would be negotiated by HC.

Council was addressed concerning some residents' aims towards engagement with John Kyrle High School in relation to mental health issues. It was expressed that the desire has not been borne out of a grievance towards the school but mirrors anxieties and concerns that parents have expressed.

**19/01#06 To resolve to exclude members of the press and public**

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

No items for exclusion.

**19/01# 07 Full Council Meeting Minutes**

To confirm and sign the minutes of the ordinary meeting of Council held on Monday 10<sup>th</sup> December 2018.

An amendment was made to correct the area of the parliamentary constituency of the MP in item 18/12#206.

**RESOLVED – that the minutes of the ordinary meeting of Council held on Monday 10<sup>th</sup> December 2018 be signed as a correct record.**

**19/01# 08 Committees – To receive and note the minutes of the following meetings and approve any recommendations;**

Finance & Personnel Committee 3<sup>rd</sup> December 2018

Amenities Committee 11<sup>th</sup> December 2018

Planning & Development Committee 18<sup>th</sup> December 2018

**RESOLVED – to receive and note the minutes.**

**19/01#09 Mayor's Announcements**

To receive a verbal report from the Mayor.

The Mayor reported he had entered into a quieter period in the civic calendar. There were ten visits made since the last council meeting which took place over the Christmas period, which included Christmas Day visits, charity fund raising events and a memorial tree planting.

**19/01#10 Town Clerk's Report – to receive and note the update from the Town Clerk**

The Clerk updated Members on progress to date on the following;

- CCTV – Members were informed of the outcome of a recent review and recommendation which will be brought forward as an agenda item in February.
- Larruperz Community Centre – the new boilers have now been installed but there are still some remedial electrical issues to be completed.
- Wye Valley NHS Trust – a response has been received inviting the Chairman of the Council to a meeting in Hereford with the Managing Directors of the Trust and the Clinical Commissioning Group to discuss the temporary closure of the Minor Injury Unit at Ross Community Hospital.

**RESOLVED – to receive and note the report.**

**19/01#11 Finance– Income & Expenditure 2018/2019**

To review the budget information for the year to date.

**RESOLVED – to receive and note the report.**

7.35pm One member of the public left the meeting

**19/01#12 Finance – Accounts for payment**

To review and note items of expenditure paid since the last meeting and approve schedule of updated payments.

Proposed: Councillor Cutter  
Unanimous

Seconded: Councillor N Gibbs

**RESOLVED – to approve the accounts for payment.**



**19/01#13 Finance – 2018/2019**

To review and confirm schedule of payments for 3rd quarter for Direct Debits, BACS payments and manual cheques.

Proposed: Councillor Mayo  
Unanimous

Seconded: Councillor Bennett

**RESOLVED – to receive and note the report.**

**19/01#14 Notice of Motion from Councillor C Bennett received on 23<sup>rd</sup> November 2018 that**

*'this Council agrees to change the existing arrangements for the Councillors Surgery from holding weekly sessions on a Saturday based at Ross Library to a monthly session held when the market is running with at least 2 councillors attending between 10.00 am - 2.00 pm for a trial basis of 3 months starting in February'*

The motion was proposed as an opportunity to demonstrate inclusivity and improved community engagement. The data that has been recorded shows existing surgeries are not well used. It was therefore proposed that a move to a different location might take the surgeries to a wider audience.

It was suggested to add this as an additional service to the existing one so that the two would run in tandem for a trial period of three months. However, comments were raised relating to Councillors' availability and how accessible local councillors already are.

An amendment to continue with the Library Surgery running in tandem was proposed by Councillor Symonds

Proposed: Councillor Symonds  
For: 5 Against: 7

Seconded: Councillor C Utting

The amendment failed and therefore the original motion was proposed.

Proposed: Councillor Cutter  
For: 7 Against: 5

Seconded: Councillor Bennett

**RESOLVED – to change the existing councillor surgery arrangements from holding weekly sessions on a Saturday based at Ross Library to a monthly session held when the market is running on the first Saturday monthly with at least 2 councillors attending at a time to be agreed for a trial basis of four months starting in February.**

**19/01#15 Notice of Motion from Councillor J Roberts received on 30<sup>th</sup> December 2018 that**

*'this council notes that the legal powers for English Planning authorities to introduce in their areas a Community Infrastructure Levy (CIL) have been in place since the Planning Act 2008 (1). The CIL provides for Parish and Town Councils to receive at least 15% of all proceeds, or 25% if a Neighbourhood Development Plan is in place.*

*This Council notes Herefordshire Council has paused the process by which CIL can be levied in the County, thus depriving Town and Parish councils of this potential income. We note that most neighbouring authorities have introduced the levy (including Shropshire (2), Cheltenham Borough, Gloucester City, Tewkesbury Borough (3), Malvern Hills, Worcester City and Wychavon Councils (4).*

*Ross Town Council calls upon Herefordshire Council to proceed as quickly as possible with the implementation of CIL. The urgency is due to the rate at which planning applications are being made within the town, and the significant loss of potential CIL receipts to the Town Council if the bulk of the remaining housing allocation to 2031 is granted planning permission before a CIL charging regime is in place. (see attached Briefing Note)*



References

- (1) [https://www.herefordshire.gov.uk/info/200185/local\\_plan/139/community\\_infrastructure\\_levy](https://www.herefordshire.gov.uk/info/200185/local_plan/139/community_infrastructure_levy)
- (2) <https://shropshire.gov.uk/planning-policy/community-infrastructure-levy-cil/>
- (3) <https://www.gloucester.gov.uk/planning-development/community-infrastructure-levy-cil/>
- (4) <https://www.worcester.gov.uk/community-infrastructure-levy>

There were concerns expressed that the existing S106 arrangements are not providing sufficient benefit to the town and are therefore putting an additional burden on the precept for new projects coming forward. The proposed CIL funds would provide the Town Council with a lot more scope to make some larger-scale improvements within the town. It was reported that Herefordshire Council took the decision in 2016 to pause implementation of CIL due to the government commissioning an independent review. HC therefore believes it would be premature to commit to any action until the outcome and the recommendations are made public.

Proposed: Councillor J Utting  
For: 11 Abstention: 1

Seconded: Councillor Ravenscroft


**RESOLVED – that Ross Town Council call upon Herefordshire Council to proceed as quickly as possible with the implementation of CIL.**

**19/01#16 Reports from official representatives on Outside Bodies**

To receive reports from Councillors appointed to represent the Town Council on the following bodies:

Association of Ross Traders	Cllr C Bennett	No meeting
Basement Youth Trust	Cllrs C Bartrum, D Lister	Not present
Betzdorf Twinning Association	Cllr P Cutter	Work is being carried out making plans for the June visit
Board of the Community Association	Cllrs C Bennett, D Lister	Busy Christmas with lunch provided
Cinema Group	Cllr C Bennett	Changes afoot with proposals for the Phoenix Theatre to take over running the Cinema screenings
Condé Twinning Association	Cllr J Roberts	Not present
Education Foundation	Cllr J Roberts	Not present
Friends of St Mary's	Cllr C Bartrum	Not present
HALC Executive	Cllr D Ravenscroft	Nothing to report
HALC Area Committee	Cllr D Ravenscroft	Nothing to report
Market Towns Forum	Cllrs D Ravenscroft, V Coker	No meeting
Mental Health & Wellbeing	Cllrs C Bennett, H Lerego and J Roberts	Nothing to report
Namutumba Twinning Association	Cllr J Roberts	Not present
Parochial Church Council	Cllr R Mayo	No meeting
Ross Charity Trustees	Cllrs N Gibbs, J Roberts	No meeting
Ross Fairtrade Group	Cllr C Bennett	Nothing to report
Ross Library Development Group	Cllr C Utting	Meeting next week
Ross Sports Club	Cllrs P Cutter, H Lerego	Nothing to report
Town Team	Cllr J Utting	Nothing to report
Tudorville & District Community Centre	Cllr A Taylor	The Luncheon Club is well attended. The Association is looking for a secretary.
Walkers are Welcome	Cllr J Utting	The Festival programme is live on the website and is being promoted until September when the festival takes place.

There being no further business the meeting closed at 8.10pm

  
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Chairman

11/2/19  
.....  
Date

## Diary Engagements: 11 December 2018 – 14 January 2019

Start	Event	Location
	<u>The Mayor</u>	
Tue 11/12/2018 12:00	Pre-Christmas Reception	Leominster
Wed 12/12/2018 11:00	Tree Planting WW1 Centenary Commemoration	Near to bandstand
Wed 12/12/2018 18:00	Carol Concert	Coleford Baptist Church
Thu 13/12/2018 18:00	Nativity Play	St Joseph's School
Fri 14/12/2018	School Visit	Ashfield School
Sun 16/12/2018 17:30	St Michael's Hospice: Light Up a Life Service	Hereford Cathedral
Sat 22/12/2018 09.00	JKHS/Papyrus Charity Bag Pack	Morrisons
Mon 24/12/2018 09:30	Rosemary Rigby – Plaque for RNLI	Wishing Well by Bandstand
Mon 24/12/2018 10:30	Visit to Westbank Residential Home	Walford Road
Mon 24/12/2018 11:30	Visit to Ross Community Hospital	
Tue 25/12/2018 12:00	Meet those attending Xmas dinner	Larruperz



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**Minutes of the meeting of the Full Council**  
held on Monday 11<sup>th</sup> February 2019 at 7.00pm  
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

**Present:** Councillor H Bramer – Chairman  
Councillors C Bartrum, V Coker, N Gibbs, R Gibbs, J Gren, D Lister, R Mayo, D Ravenscroft,  
J Roberts, P Symonds, A Taylor, C Utting and J Utting

**In attendance:** Mrs S Robson - Town Clerk

There were two members of the press present and two members of the public.

**19/02#17 Apologies for Absence**  
Councillor C Bennett, Councillor P Cutter, Councillor J Hyde and Councillor H Lerego,

**RESOLVED – to accept the apologies given**

**19/02#18 Declarations of Interest**  
Councillor Coker declared a Schedule 1 Interest in Agenda Item 19/02# 28 as there is a cheque payable to her business.

**19/02#19 Applications for Dispensations**  
None

**19/02#20 Report from Ross Police**  
No police present

**19/02#21 Public Participation**  
A member of the public addressed Council regarding shops in Ross particularly in upper floor flats with reports of alleged vermin and pests in addition to some of the shop fronts that need attention. Other issues raised included a request for yellow lines at the junction of Ryefield Road/Western Grove due to poor visibility. Notification of the poor state of the pavements at Alton St were also advised. There was reference to work to be done at the cliff face at Wilton Road next week which will mean a total road closure which was thought would cause an inconvenience. Concerns were raised about heavy vehicles travelling along Alton Road and a question was asked about plans to try and alleviate the problem. The Chairman advised he would take these matters up with Herefordshire Council on her behalf.

**19/02#22 To resolve to exclude members of the press and public**  
To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

No items for exclusion.

**19/02# 23 Full Council Meeting Minutes**  
To confirm and sign the minutes of the ordinary meeting of Council held on Monday 14<sup>th</sup> January 2019.

**RESOLVED – that the minutes of the ordinary meeting of Council held on Monday 14<sup>th</sup> January 2019 be signed as a correct record.**

**19/02# 24 Committees – To receive and note the minutes of the following meetings and approve any recommendations;**

Policy & Management Committee	7 <sup>th</sup> January 2019
Planning & Development Committee	15 <sup>th</sup> January 2019
Community, Markets & Tourism Committee	22 <sup>nd</sup> January 2019
Neighbourhood Plan Sub Committee	24 <sup>th</sup> January 2019

*Members were informed of an amendment to the draft minute originally circulated from the last meeting to include reference to discussion of the Chase Hotel and the option of registering it as an Asset of Community Value.*

Amenities Committee	29 <sup>th</sup> January 2019
Finance & Personnel Committee	4 <sup>th</sup> February 2019

Proposed: Councillor Gren  
Mayo  
Unanimous

Seconded: Councillor

**RESOLVED – to recommend to Full Council transferring the remaining balance of the Election Costs budget 2018/19 in the sum of £2221.00 into the Election EMR and to transfer £742.00 from the EMR Neighbourhood Plan Grant into the NDP Plan Preparation budget 2018/19.**

Planning & Development Committee	5 <sup>th</sup> February 2019
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**RESOLVED – to receive and note the minutes and approve the recommendation.**

**19/02#25 Mayor's Announcements**

To receive a verbal report from the Mayor.

The Mayor reported a quiet month but that he had attended ten civic events across the County. He reminded Members of the Cantabile Concert at the Chase Hotel as a fund raising event for his Charity, some local schools are also taking part.

**19/02#26 Town Clerk's Report – to receive and note the update from the Town Clerk**

The Clerk updated Members on progress to date on the following;

- HC Request to implement CIL – holding response received
- NDP – March agenda item to formally approve Plan for submission to Regulation 16 stage
- Pigeons – Meeting with HC last week – further investigations taking place – consultation with residents to offer information and advice was suggested
- Wye Valley NHS Trust – meeting took place last week between the Chairman of the Council with the Managing Director of the Trust to discuss the temporary closure of the Minor Injury Unit at Ross Community Hospital. A written report had been previously circulated.

**RESOLVED – to receive and note the report.**

**19/02#27 Finance– Income & Expenditure 2018/2019**

To review the budget information for the year to date.

**RESOLVED – to receive and note the report.**



7.35pm Councillor Coker having declared an interest left the meeting

**19/02#28 Finance – Accounts for payment**

To review and note items of expenditure paid since the last meeting and approve schedule of updated payments.

Proposed: Councillor Mayo  
Gren  
Unanimous

Seconded: Councillor

**RESOLVED – to approve the accounts for payment.**

7.36pm Councillor Coker returned to the meeting

**19/02#29 Notice of Motion from Councillor J Utting received on 30<sup>th</sup> January 2019** 'that this Council recognises its responsibilities to maintain its assets and amenities for the benefit of the Town to provide a clean and vibrant environment for residents, visitors and workers. Therefore, this Town Council will:

- Not set a budget that raises its 2019/2020 financial year precept charge by more than 2.9% in line with Herefordshire's County Council's proposed increase;
- Prioritise all capital projects to fit within this financial constraint;
- Identify sources of income to offset budget constraints e.g. Demand access to Section 106 funds and positive action to seek appropriate grant funding.

Preparations for a three-year budget commenced in July and the committees looked at priority spending and special projects over the coming three years.

Councillor J Utting suggested a reprioritising of the projects in order to keep within a budget that is capped at 2.9%.

It was noted that discussions around the motion had already taken place at the February Finance Meeting and it was agreed then that the Committee could not support this proposal. The Committee recognised the Council's needs to grow which reflects the additional responsibilities that have come from the assets that have been taken over. Investment is needed to see the town prosper and although the Finance Committee, in principle, agreed with the need to look closely at this in the future it was too late for this year. It was also proposed that efficiency saving measures must be something that are looked at again at the start of the new financial year. There was a suggestion that making cuts now would not be efficient and could mean additional spending in the longer term. It was noted that there needed to be a distinction between the council tax in general and the parish precept that this Council requests.

Proposed: Councillor J Utting  
Roberts

Seconded: Councillor

A named vote was called for

For: Councillors Bartrum, Roberts, Symonds, A Taylor, C Utting, J Utting (6)

Against: Councillor Bramer, Coker, N Gibbs, R Gibbs, Gren, Lister, Mayo, Ravenscroft (8)

**The motion failed.**





**19/02#30 Finance – Budget 2019/2020**

To approve recommendation from the Finance Committee to adopt the 2019/2020 balanced budget of £547,945.00 and set the precept at £500,995.00 which equates to Band D equivalent for Ross-on-Wye of £128.67.

An amendment was called for to reduce the budget by £35,000.00 by taking out the capital project sum for Homs Road car park £20,000.00 and all the Amenities projects at £15,000.00.

Councillor Bartrum declared a Schedule 2 Interest in the budget being a Trustee of the Friend's of St Mary's.

The amendment was voted on first and a named vote was called for.

Proposed: Councillor J Utting  
Bartrum

Seconded: Councillor

For: Councillors Bartrum, Roberts, Taylor, C Utting, J Utting (5)

Against: Councillor Bramer, Coker, N Gibbs, R Gibbs, Gren, Lister, Mayo, Ravenscroft (8)

Abstention: Councillor Symonds (1)

**The amendment failed and the substantive motion was therefore voted on.**

Proposed: Councillor Gren  
Mayo

Seconded: Councillor

For: Councillor Bramer, Coker, N Gibbs, R Gibbs, Gren, Lister, Mayo, Ravenscroft (8)

Against: Councillors Bartrum, Roberts, Symonds, Taylor, C Utting, J Utting (6)

**RESOLVED - to adopt the recommendation from the Finance & Personnel Committee (FP19/02# 12) to approve the 2019/2020 balanced budget of £547,945.00 and set the precept at £500,995.00.**

**19/02#31 Herefordshire CCTV Service Upgrade**

To note the consultant's report and consider the proposed recommendation to renew the Service Level Agreement for a period of nine years.

Concerns were expressed about the length of time for the new contract however it was recognised that Herefordshire Council did need financial security to ensure the viability of the upgrades.

Proposed: Councillor Bartrum  
Gibbs  
Unanimous

Seconded: Councillor N

**RESOLVED – to approve the Service Level Agreement to be maintained for nine years commencing from 2019/2020 at the rate of the current annual contribution (with inflationary increases).**



**19/02#32 Herefordshire Council Consultation**

To consider the Council’s formal response to the Hereford Transport Package – Walking, Cycling, Bus and Public Space Consultation [Deadline 11<sup>th</sup> March].

The Council proposed not to respond to this consultation but to defer further communication until a Transport Plan for Ross is developed. At this point the Planning & Development Committee will take a lead on making recommendations for the Council to consider.

**19/02#33 Herefordshire Council Consultation**

To consider the Council’s formal response to the Draft Minerals and Waste Local Plan Consultation [Deadline 4<sup>th</sup> March].

Proposed: Councillor Roberts  
Gibbs  
Unanimous

Seconded: Councillor R

**RESOLVED – to defer to the Planning & Development Committee for its next meeting on 26<sup>th</sup> February and approve delegated authority for the committee to respond on behalf of the Council.**

**19/02#34 Reports from official representatives on Outside Bodies**

To receive reports from Councillors appointed to represent the Town Council on the following bodies:

Association of Ross Traders	Cllr C Bennett	A new committee is being formed
Basement Youth Trust	Cllrs C Bartrum, D Lister	Nothing to report
Betzdorf Twinning Association	Cllr P Cutter	Work is being carried out making plans for the June visit
Board of the Community Association	Cllrs C Bennett, D Lister	Nothing to report
Cinema Group	Cllr C Bennett	Not present
Condé Twinning Association	Cllr J Roberts	Visit in May plans are under way
Education Foundation	Cllr J Roberts	Nothing to report
Friends of St Mary’s	Cllr C Bartrum	Nothing to report
HALC Executive	Cllr D Ravenscroft	Nothing to report
HALC Area Committee	Cllr D Ravenscroft	Nothing to report
Market Towns Forum	Cllrs D Ravenscroft, V Coker	No meeting
Mental Health & Wellbeing	Cllrs C Bennett, H Lerego and J Roberts	Work is progressing on the Development Trust and charitable status is being worked towards. The first project will be a Good Neighbours Scheme for vulnerable people within the community.
Namutumba Twinning Association	Cllr J Roberts	Nothing to report
Parochial Church Council	Cllr R Mayo	Nothing to report
Ross Charity Trustees	Cllrs N Gibbs, J Roberts	The plans for the development at Cawdor are progressing.
Ross Fairtrade Group	Cllr C Bennett	Not present
Ross Library Development Group	Cllr C Utting	The new year programme of talks is commencing soon.
Ross Sports Club	Cllrs P Cutter, H Lerego	Not present
Town Team	Cllr J Utting	Nothing to report
Tudorville & District Community Centre	Cllr A Taylor	Good progress is being made
Walkers are Welcome	Cllr J Utting	Tickets are available on line for The Festival.

**19/02#35 Correspondence for consideration and response.**

- i) Ross Sports Centre CIC – request for financial assistance through the Community Infrastructure Levy

**To defer correspondence to the Planning & Development Committee for a further response.**

- ii) Brampton Abbots & Foy Group of Parishes – Notification of commencement of Regulation 14 NDP Consultation

**Noted**

There being no further business the meeting closed at 8.30pm



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Chairman

.....  
Date

**Diary Engagements: 15th January - 11th February 2019**

<b>Start</b>	<b>Event</b>	<b>Location</b>
	<u>The Mayor</u>	
Fri 25/01/2019 18:30	RBL Burns night	The Royal Hotel
Mon 28/01/2019 18:55	Present Mayor's Cadet with Badge	Sea Cadet Hut, Homs Road
Wed 06/02/2019 15:00	SR/Cllr Bramer - Wye Valley Trust	Hereford Hospital
Sat 09/02/2019 11:30	Margaret Jones Memorial Service	St Mary's Church, Ross on Wye
Sat 09/02/2019 19:30	Flowers Brass band Concert	Pershore Abbey





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held on Monday 11<sup>th</sup> March 2019 at 7.00pm  
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

**Present:** Councillor H Bramer – Chairman  
Councillors C Bartrum, V Coker, P Cutter, N Gibbs, R Gibbs, J Gren,  
H Lerego, D Lister, R Mayo, D Ravenscroft, J Roberts, P Symonds and A Taylor,

**In attendance:** Mrs S Robson - Town Clerk

There was one member of the press present and four members of the public.

**19/03#36 Apologies for Absence**  
Councillor C Bennett, Councillor C Utting and Councillor J Utting

**RESOLVED – to accept the apologies given**

**19/03#37 Declarations of Interest**  
None

**19/03#38 Applications for Dispensations**  
None

**19/03#39 Report from Ross Police**  
No police present

**19/03#40 Public Participation**  
A member of the public addressed Council regarding a request she has made to Highways for a survey to be carried out due to the vehicular stress at the roundabouts on the outskirts of the town. A question was asked about repairs to the pavement near the Chase Hotel as the cost seemed to outweigh the benefit. The Lidl Planning Application was referred to and there were concerns expressed about traffic flow. A query was raised about the works done recently at the rock face at Wilton Road, has this been completed as there seems to be two areas that still need work doing. A request was made for improved signage for tourists coming into Ross to give information about the bus services into town.

7.12pm One member of the public left the meeting.

Another resident addressed the Council regarding the plans for the Chase Hotel and asked the Chairman what he intends to do? It was noted that the Councillors would not make any response about this matter to avoid any doubt relating to pre-determination.

An update was received regarding Christchurch in Edde Cross Street and their plans to develop the building to make it fit for all the services that are carried out there. Members were advised that a rear entrance would be ideal from the car park at New Street.

The Chairman requested that item # 46 be brought forward to allow the Steering Group Chairman to speak.

**19/03#46 Ross-on-Wye Neighbourhood Development Plan (NDP)**

[The Neighbourhood Planning \(General\) Regulations 2012](#)

To resolve to approve formal submission of the Ross-on-Wye Neighbourhood Development Plan 2019 – 2031 to Herefordshire Council for the next stage in the NDP Process - Regulation 16.

Mr Reynolds, Chairman of the Steering Group, addressed the Council and reminded members that at the Reg 14 consultation stage 54 responses from people or organisations had been received totalling 284 comments. These had been collated towards making useful amendment proposals to the NDP. Some suggestions required further changes and some were not relevant to the scope of the plan. At the January Steering Group Meeting advice from the Consultants was approved however, the proposals for the Chase Hotel development within the Plan was re-considered and it was agreed to revise the number of dwellings. However, before the February meeting it had become apparent there was considerable objection within the town to the plan and since the referendum would face significant risks should the site remain, it was therefore recommended to remove the site from the Plan. The Plan submitted for approval therefore makes no mention of the Chase Hotel and the surrounding land. It was noted that the NDP cannot make statements about the continuation of a specific business but that policies to encourage and support areas of economic activity for example tourism are included. Most of the other sections within the Plan remain as they were. The next stage of the process will see a 6 week period of consultation - 'Regulation 16' however, this is not likely to start until after the local election, at which time there will then be an independent examination. The final stage, depending on how many comments are made, would then see the referendum at the earliest at the end of September.

Proposed: Councillor Bramer  
Unanimous

Seconded: Councillor N Gibbs

**RESOLVED - to approve formal submission of the Ross-on-Wye Neighbourhood Development Plan 2019 – 2031 to Herefordshire Council for the next stage in the NDP Process - Regulation 16.**

7.26pm One member of the public left the meeting

**19/03#41 To resolve to exclude members of the press and public**

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Cutter  
Unanimous

Seconded: Councillor Lerego

**RESOLVED – that agenda item FP19/03 13 – ‘Staff in Confidence’ be treated as confidential and be dealt with after the Public (including the Press) have been excluded.**

**19/03# 42 Full Council Meeting Minutes**

To confirm and sign the minutes of the ordinary meeting of Council held on Monday 11<sup>th</sup> February 2019.

**RESOLVED – that the minutes of the ordinary meeting of Council held on Monday 11<sup>th</sup> February 2019 be signed as a correct record.**



**19/03# 43 Committees – To receive and note the minutes of the following meetings and approve any recommendations;**

Amenities Committee

12<sup>th</sup> February 2019

**RESOLVED – to make a recommendation to Full Council to extend the Contract for a one- year period subject to further negotiations between the Clerk and the Contractor.**

[As per details in Briefing Note circulated]

Proposed: Councillor Mayo  
Unanimous

Seconded: Councillor N Gibbs

Planning & Development Committee

26<sup>th</sup> February 2019

Policy & Management Committee

4<sup>th</sup> March 2019

**RESOLVED – to make recommendation to Full Council to accept the Fee Proposal from RRA Architects in the sum of £6350 plus expenses plus vat to carry out RIBA Stages 5 -6 and to engage a building services consultant to act as the CDM Principal Designer at a cost of £850 from the Market House budget.**

Proposed: Councillor Cutter  
For: 9      Against: 3

Seconded: Councillor Ravenscroft

Abstention: 2

**RESOLVED – to receive and note the minutes and approve the recommendations at detailed.**

**19/03#44 Mayor's Announcements**

To receive a verbal report from the Mayor.

The Mayor reported another quiet month but that he had attended Gloucester Cathedral for a civic service dedicated to the young people of the city. He reminded Members of the Cantabile Concert at the Chase Hotel which is being held as a fund-raising event for his Charity, there are still tickets available and also the Mayors Charity Ball at the Chase Hotel which is on 23<sup>rd</sup> March.

**19/03#45 Town Clerk's Report – to receive and note the update from the Town Clerk**

No report

**19/03#47 Finance– Income & Expenditure 2018/2019**

To review the budget information for the year to date.

The Chairman of the F&P Committee thanked the Clerk for doing a good job of monitoring the budget.

7.40pm One member of the public left the meeting.

**RESOLVED – to receive and note the report.**



**19/03#48 Finance – Accounts for payment**

To review and note items of expenditure paid since the last meeting and approve schedule of updated payments.

Proposed: Councillor Coker  
Unanimous

Seconded: Councillor Bartrum

**RESOLVED – to approve the accounts for payment.**

**19/03#49 Herefordshire Citizens Advice Bureau**

To receive and accept written report regarding an update of the outreach service provided through the financial contribution made by the Town Council.

It was noted how encouraging it was to see the work that is being done with the Council's support to help the most vulnerable in society particularly with debt, benefits and housing issues.

**RESOLVED – to receive and note the report**

**19/03#50 Reports from official representatives on Outside Bodies**

To receive reports from Councillors appointed to represent the Town Council on the following bodies:

Association of Ross Traders	Cllr C Bennett	Not present
Basement Youth Trust	Cllrs C Bartrum, D Lister	Nothing to report
Betzdorf Twinning Association	Cllr P Cutter	Work is continuing with plans for the June visit and the civic reception at the Chase has been approved
Board of the Community Association	Cllrs C Bennett, D Lister	Thankful for Council support they are given, bookings have increased, more improvements being undertaken.
Cinema Group	Cllr C Bennett	Not present
Condé Twinning Association	Cllr J Roberts	Visit to Conde in May - plans are under way
Education Foundation	Cllr J Roberts	Nothing to report
Friends of St Mary's	Cllr C Bartrum	Nothing to report
HALC Executive	Cllr D Ravenscroft	Nothing to report
HALC Area Committee	Cllr D Ravenscroft	Next meeting 20 <sup>th</sup> March 2019
Market Towns Forum	Cllrs D Ravenscroft, V Coker	Discussions have been held about whether this should continue.
Ross Community Development Trust	Cllrs C Bennett, H Lerego and J Roberts	Work is progressing on the Development Trust and a draft governing instrument is about to be submitted to the Charity Commission. It was agreed the Corn Exchange be the Registered Office of the Trust.
Namutumba Twinning Association	Cllr J Roberts	Nothing to report
Parochial Church Council	Cllr R Mayo	Nothing to report
Ross Charity Trustees	Cllrs N Gibbs, J Roberts	No meeting.
Ross Fairtrade Group	Cllr C Bennett	Fairtrade fortnight is coming to an end and there were a lot of activities taking place.
Ross Library Development Group	Cllr C Utting	Not present
Ross Sports Club	Cllrs P Cutter, H Lerego	Nothing to report
Town Team	Cllr J Utting	Not present
Tudorville & District Community Centre	Cllr A Taylor	No meeting
Walkers are Welcome	Cllr J Utting	Not present

7.55pm The remaining member of the public and the press left the meeting.

Councillor Mayo declared an interest and left the meeting.





**19/03#51** In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 19/03# 41 above refers)


**Staff in Confidence - Staffing Update**

Proposed : Councillor Symonds  
For: 8 Against: 5

Seconded: Councillor N Gibbs

**RESOLVED – to note and accept the confidential Staffing Report and confirm the Council’s affirmative course of action.**

There being no further business the meeting closed at 8.25pm

  
.....  
Chairman

  
.....  
Date

**Diary Engagements: 12th February – 11<sup>th</sup> March 2019**

<b>Date/Time</b>	<b>Event/Location</b>
Tue 12/02/2019 19:00	Cantabile at The Chase
Sun 17/02/2019 15:00	Photoshoot and tea - Mayor's Parlour, Hereford
Mon 25/02/2019 14:30	Mayor's Meeting - Shire Hall
Fri 01/03/2019 12:00	Jenny Hyde Memorial Service - St Mary's Church
Fri 01/03/2019 19:00	Chairman's Charity Dinner - Bell's Club, Coleford
Fri 08/03/2019 15:00	Unveiling plaque - dedication to the munition's workers of Rotherwas
Sun 10/03/2019 15:00	Mayor of Gloucester' Annual Civic Service: Gloucester Cathedral
Mon 11/03/2019 18:45	Herefordshire Life through a Lens, The Courtyard, Hereford



# Ross-on-Wye Town Council

## Minutes of the meeting of the Full Council

held on Monday 8<sup>th</sup> April 2019 at 7.00pm

at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

Present: Councillor H Bramer – Chairman  
Councillors C Bartrum, C Bennett, V Coker, P Cutter, N Gibbs, R Gibbs, J Gren,  
H Lerego, D Lister, R Mayo, D Ravenscroft, J Roberts, P Symonds, A Taylor,  
C Utting and J Utting

In attendance: Mrs S Robson - Town Clerk

There was one member of the press present, one member of the police and three members of the public.

### 19/04#57 Apologies for Absence

All present

### 19/04#58 Declarations of Interest

Councillor Coker declared a Schedule 1 Interest in Agenda Item 19/04 #68 as there is a cheque made payable to her business.

Councillors Ravenscroft, C Utting and J Utting declared an Other Declarable Interest ( Financial) in Agenda Item 19/04 #68 as there are cheques made payable to them.

### 19/04#59 Applications for Dispensations

None

### 19/04#60 Report from Ross Police

The police reported that antisocial behaviour continues in pockets of the town, the police are no closer, despite efforts to gain intelligence, to catching the perpetrators however more patrols will be taking place. Councillors were encouraged to be vigilant and call 101 if there are any reports to make, or have information about incidents. A number of questions were raised by Members requesting updates to previously asked questions, one in particular about resource levels.

7.10pm The Police Officer left the meeting

### 19/04#61 Public Participation

A member of the public addressed Council regarding a letter in the Gazette about the flats in Wye Street which are in a poor state of disrepair. The Ward Member advised there have been long standing discussions going on with the land owner and Herefordshire Council. It was noted that enforcement action is unlikely and there is hope that the process of making a planning application is in hand.

Another member of the public asked the Chairman about the Chase Hotel and whether the grounds of the Hotel could be dedicated as a Local Green Space within the Neighbourhood Development Plan. The Chairman advised he believed it meets the criteria for selection and that a motion would be put to the Council to put this forward after the election.

A question was raised as to the proposed renovations at the Old Chapel and what is happening to the Ryefield Centre, in particular who will be paying for the works to be carried out.

JR  
13/5/19

**19/04#62 To resolve to exclude members of the press and public**

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor N Gibbs  
Unanimous

Seconded: Councillor Lerego

**RESOLVED – that agenda item FP19/04#72 – ‘Commercial in Confidence’ be treated as confidential and be dealt with after the Public (including the Press) have been excluded.**

**19/04# 63 Full Council Meeting Minutes**

To confirm and sign the minutes of the ordinary meeting of Council held on Monday 11<sup>th</sup> March and the extra ordinary meeting on Monday 18<sup>th</sup> March 2019.

**RESOLVED – that the minutes of the ordinary meeting of Council held on Monday 11<sup>th</sup> March and the extra ordinary meeting on Monday 18<sup>th</sup> March 2019. be signed as a correct record.**

**19/04# 64 Committees – To receive and note the minutes of the following meetings and approve any recommendations;**

Amenities Committee 12<sup>th</sup> March 2019 withdrawn – minutes not completed

Planning & Development Committee 19<sup>th</sup> March 2019

Community, Markets & Tourism Committee 26<sup>th</sup> March 2019

Proposed: Councillor Bennett  
Unanimous

Seconded: Councillor Cutter

**RESOLVED – to recommend to Full Council that the unspent capital funds (Christmas Lights) of £2,305 be transferred into an Earmarked Reserve.**

Finance & Personnel Committee 1<sup>st</sup> April 2019

Proposed: Councillor Gren  
Unanimous

Seconded: Councillor Cutter

**RESOLVED – to recommend to Full Council authorisation for the transfer of £2572 being the balance on the EMR Professional Fees account into the Property Portfolio EMR account.**

Proposed: Councillor Gren  
Unanimous

Seconded: Councillor Coker

**RESOLVED – to recommend to Full Council the insertion of a new sentence in Clause 9.5 of the Financial Regulations that states ‘the exception being when the sums received cannot be made up to the requisite amounts needed by the Post office/Bank counter service which will then be held in a secure container until the earliest time it can be banked’.**

**RESOLVED – to receive and note the minutes and approve the recommendations at detailed.**

JR  
13/5/19

**19/04#65 Mayor's Announcements**

To receive a verbal report from the Mayor.

The Mayor thanked all the councillors for their work during the last term of the Council, for their attention and detail in getting things right. He talked of some of the highlights during his mayoral year, one of which being the evening of the Battle's Over event to commemorate the centenary of the end of WWI.

He noted there have been a few activities over the last month and reported that the Mayor's Ball had raised £2500 towards his chosen charity.

**19/04#66 Town Clerk's Report – to receive and note the update from the Town Clerk**

- Herefordshire Council (HC) had responded to correspondence relating to the resolution about the implementation of the Community Infrastructure Levy in Herefordshire. It was noted that further work would be done by HC post-election.

**RESOLVED – to receive and note the report.**

**19/04#67 Finance– Income & Expenditure 2018/2019**

To review the budget information for the year to date.

The Clerk was thanked for her work in keeping the budget within the set levels.

**RESOLVED – to receive and note the report.**

7.45pm Councillors Coker, Ravenscroft, C Utting and J Utting left the meeting having declared an Interest.

**19/04#68 Finance – Accounts for payment**

To review and note items of expenditure paid since the last meeting and approve schedule of updated payments.

Proposed: Councillor N Gibbs  
Unanimous

Seconded: Councillor Cutter

**RESOLVED – to approve the accounts for payment.**

7.47pm Councillors Coker, Ravenscroft, C Utting and J Utting returned to the meeting

**19/04#69 Finance – 2018/2019**

To review and confirm schedule of payments for 4th quarter for Direct Debits, BACS payments and manual cheques.

**RESOLVED – to receive and note the report**

**19/04#70 Phoenix Theatre**

To consider an offer of the transfer of the cinema equipment purchased by the Town Council to the Phoenix Theatre for the continuation of the provision of a cinema facility to the community.

Councillor Bennett, official Town Council representative on the Cinema Group, addressed the Council in relation to options that had been explored since the Cinema Group had advised it no longer wished to be responsible for running the cinema. The Councillors discussed the pros and cons of a number of scenarios considered to ensure the continuation of cinema screenings in town. The Cinema Group also agreed to pass over the funds within its bank account to the Phoenix Theatre to be ring-fenced in an account, the sole purpose of which would be to fund necessary expenditure towards the cinema equipment.

JR  
13/5/19

A question was asked if such a proposal to dispose any assets would require, as per the Council's Financial Regulations, a public consultation and a written report to Council and a business case to justify any such decision.

It was noted that after five years there would be no notional 'book value' and as the Council has associated costs of insuring the equipment and repairing and replacing bulbs etc. should they break, the equipment could be considered a financial liability.

The Council agreed the main priority was to keep the cinema going and to help facilitate the smooth transfer from the Cinema Group to the Phoenix Theatre.

Proposed: Councillor Cutter  
For: 11 Against: 4 Abstentions: 2

Seconded: Councillor Coker

**RESOLVED – to agree to waive the Financial Regulations on the basis of the negligible book value of the equipment and to transfer the cinema equipment that was purchased by the Town Council, to the Phoenix Theatre for continuation of the provision of the town's cinema screenings.**

#### 19/04#71 Reports from official representatives on Outside Bodies

To receive reports from Councillors appointed to represent the Town Council on the following bodies:

Association of Ross Traders	Cllr C Bennett	No meeting
Basement Youth Trust	Cllrs C Bartrum, D Lister	Nothing to report
Betzdorf Twinning Association	Cllr P Cutter	Preparations for the visit in early June are in hand.
Board of the Community Association	Cllrs C Bennett, D Lister	There is a publicity drive underway to raise awareness of the facilities.
Cinema Group	Cllr C Bennett	As per meeting discussion.
Condé Twinning Association	Cllr J Roberts	Everything is booked for May 2 <sup>nd</sup> for the visit. The Mayor was asked to draft a letter to the Maire of Conde
Education Foundation	Cllr J Roberts	No meeting
Friends of St Mary's	Cllr C Bartrum	Nothing to report
HALC Executive	Cllr D Ravenscroft	Written report to be distributed
HALC Area Committee	Cllr D Ravenscroft	Nothing to report
Market Towns Forum	Cllrs D Ravenscroft, V Coker	Nothing to report
Ross Community Development Trust	Cllrs C Bennett, H Lerego and J Roberts	This will be launched on June 23 <sup>rd</sup> with a Big Picnic at the Bands in the Park event.
Namutumba Twinning Association	Cllr J Roberts	Nothing to report
Parochial Church Council	Cllr R Mayo	No meeting
Ross Charity Trustees	Cllrs N Gibbs, J Roberts	Cawdor site visit for HC Planning
Ross Fairtrade Group	Cllr C Bennett	No meeting
Ross Library Development Group	Cllr C Utting	Children's activities over the summer holidays have been organised.
Ross Sports Club	Cllrs P Cutter, H Lerego	A number of events for fund raising are in hand. This is a good facility for the town which should be supported.
Town Team	Cllr J Utting	Nothing to report
Tudorville & District Community Centre	Cllr A Taylor	Positive AGM, there has been a pop up shop in town recently, the youth club are doing well and there is a hope they will be employing someone in due course
Walkers are Welcome	Cllr J Utting	The walking festival tickets are on sale now.

8.20 pm The remaining member of the public and the press left the meeting.

J R  
13/5/19

**19/04#72** In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 19/04# 41 above refers)

**Commercial in Confidence**

Old Chapel

The Council considered the proposed renovations to the ground floor layout and the new kitchen and toilet facilities.

It was agreed this would enhance the facilities and therefore the proposals were approved.

Market House

The Council was appraised about the outcome of the recent meeting with the Contractor, Architect and Working Group. The work for Phase I will be commencing on Tuesday 7<sup>th</sup> May when the scaffolding will be erected.

Proposed: Councillor N Gibbs  
Unanimous

Seconded: Councillor Cutter

**RESOLVED – to approve delegated authority to the Clerk for the expenditure of invoices as stipulated within the Contract and that a contingency of 10% of the Contract Sum be approved for expenditure if necessary. It was agreed that the Working Group comprising Councillors N Gibbs, Ravenscroft and J Utting would remain on the Group post election.**

There being no further business the meeting closed at 8.30pm

  
.....  
Chairman

13/5/19  
.....  
Date

**Diary Engagements: 12th March – 7<sup>th</sup> April 2019**

<b>Date/Time</b>	<b>Event</b>	<b>Location</b>
Fri 15/03/2019 09:00	Pop up shop for Papyrus	Ross
Sun 17/03/2019 15:30	Chairman of Herefordshire Council Civic Service	Hereford Cathedral
Fri 22/03/2019 18:30	2019 Champions Awards Ceremony	Shirehall, Hereford
Sat 23/03/2019 19:00	Mayor's Charity Ball	The Chase Hotel
Thu 28/03/2019 18:30	Herefordshire Music Fund	The Performing Arts Centre
Wed 03/04/2019 19:00	Herefordshire Music Service Spring Youth Concert	Shire Hall, Hereford
Fri 05/04/2019 18:00	Shrieval Declaration 2019	Shire Hall, Hereford
Sat 06/04/2019 19:00	Mayor of Coleford's Charity Dinner	Bells Hotel, Coleford



# Ross-on-Wye Town Council

## Minutes of the annual meeting of the Full Council

held on Monday 13<sup>th</sup> May 2019 at 7.00pm

at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

Present: H Bramer – Outgoing Chairman  
Councillors C Bartrum, T Burford, S Cole, P Cutter, D Ciolte, K Fowler, I Gumm,  
R Howson, D Lister, E O’Driscoll, B Pope, D Ravenscroft, J Roberts, L Stark, P Symonds,  
R Taylor, J Utting and J Winder

In attendance: Mrs S Robson - Town Clerk, Mrs R Lewis – Projects Officer  
and Mrs J Skelton – Office Administrator

There were sixteen members of the public and two members of the press present.

The out-going Mayor made a speech welcoming the new members and spoke about his fund-raising activities for his charity Papyrus. He advised the total raised is over £24k which will be distributed shortly.

### 19/05#73 Election of Mayor (Chairman of the Council) and Acceptance of Office

[Local Government Act 1972 S14 \(1\), 15 \(1&2\), 33 \(1\) and 34 \(1&2\)](#)

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Ravenscroft

Councillor Roberts was nominated and accepted the nomination of Chairman of the Council and Mayor.

**RESOLVED – that Councillor Roberts be elected as Mayor and Chairman of Ross-on-Wye Town Council unless she resigns or becomes disqualified and shall continue in office and preside at the Annual Meeting until her successor is elected at the next Annual Meeting of the Council.**

7.05pm Councillor Roberts took over chairing the meeting from Harry Bramer who left the meeting.

The Mayor signed the Declaration of Acceptance of Office and it was witnessed by the Town Clerk.

JR  
10/6/19

**19/05#74 Election of Deputy Mayor**

The Chairman invited nominations and Councillor Lister was nominated and accepted the nomination as Deputy Chairman of the Council and Deputy Mayor.

Proposed: Councillor Bartrum  
Unanimous

Seconded: Councillor Utting

**RESOLVED – that Councillor Lister be elected as Deputy Mayor and Deputy Chairman of Ross-on-Wye Town Council unless he resigns or becomes disqualified and shall hold the office until immediately after the election of the Chairman of the Council at the next Annual Meeting of the Council.**

**19/05#75 Mayor's Announcements**

The Mayor advised there will not be a mayor making ceremony this year. She thanked the staff and outgoing councillors for their work, new councillors were welcomed, and the electorate were thanked too.

She went on to set out her vision for the coming year including working more closely with the voluntary sector and to create strong community links whilst working in partnership with others to combat loneliness. The project for the forthcoming year will be to work towards establishing a Good Neighbour Scheme for Ross and the charity will be Ross Community Development Trust.

Her support will extend to the ongoing work of the Council and its staff including projects started prior to the election but also a new initiative with the development of a comprehensive play strategy for Ross and to promote leadership in the town on the reduction of carbon emissions.

**19/05#76 Apologies for Absence**

None – All present

**19/05#77 Declarations of Interest**

Cllr Fowler declared a Schedule 1 Interest in Agenda Item 19/05 # 85 as she works for the owners of the Chase Hotel.

**19/05#78 Applications for Dispensations**

None

**19/05#79 Public Participation**

A member of the public brought concerns to the Council about the poor appearance of a shop front in Gloucester Road and a request was made that a letter be written to HC asking for action to be taken.

Another member of the public spoke about an incident that took place in town recently which a member of the public was subjected to. It was reported that a Working Group of the Planning Committee would be making further investigations as would the county councillors.

A question was raised about the additional houses being built and asked if the appropriate infrastructure and services had been given adequate consideration.

7.25pm One member of the public left the meeting

JR  
10/6/19



**19/05#80 To resolve to exclude members of the press and public**

[Public Bodies \(Admission to Meetings\) Act 1960](#)

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor O'Driscoll  
Unanimous

Seconded: Councillor Symonds

**19/05#81 Full Council Meeting Minutes**

[Local Government Act 1972 schedule 12 para 41\(1\)](#)

To confirm and sign the minutes of the meeting of Full Council held on Monday 8<sup>th</sup> April 2019.

**RESOLVED – that the minutes of the Full Council Meeting held on Monday 8<sup>th</sup> April 2019 be signed as a correct record.**

**19/05#82 Committees – To receive and note the minutes of the following meetings and approve any recommendations;**

Amenities Committee 12<sup>th</sup> March 2019

Planning & Development Committee 9<sup>th</sup> April 2019

Amenities Committee 16<sup>th</sup> April 2019

Planning & Development Committee 30<sup>th</sup> April 2019

**RESOLVED – to receive and note the committee minutes.**

The Chairman requested that Item # 85 be brought forward to allow members of the public to hear the debate.

7.30pm Councillor Fowler having declared an interest left the meeting

**19/05#85 Notice of Motion received from Councillor Harry Bramer on 4<sup>th</sup> April 2019 'that this Town Council notes that the land at the Chase Hotel was not considered for designation as a Local Green Space during the preparation of the Neighbourhood Development Plan and supports the immediate consideration of the grounds below the car park down to Waterside as a designated site. In addition that an application be made to register the Chase Hotel, its entrance drive, car park and gardens as an Asset of Community Value'.**

Councillor Utting proposed an amendment to the substantive motion;

It was noted for the record that the serving Member who was formerly HC Planning Chairman had no Interest in this matter, the Mayor agreed it was important that the Council ensures that it does not predetermine any potential outcome in case a planning application is received, in which case the Council would not be able to comment. The Council does need to play a full part in the process and feels that the proposed amendment ensures this is able to be carried out.

Proposed: Councillor Utting

Seconded: Councillor Ravenscroft

A Unanimous vote was returned on the amendment.

J R  
10/6/19

**RESOLVED: that this Council**

1. as an elected body and as individual Councillors, have no pre-determined opinion in respect of future planning applications on the Chase Hotel site
2. have full confidence in the Neighbourhood Plan Steering Group to develop appropriate planning policies in respect of the Chase Hotel site in line with other green spaces
3. delegates to the Planning Committee to investigate and recommend back to Full Council the appropriateness of including the Chase Hotel on the community asset register.

7.40pm Nine members of the public left the meeting

7.40pm Councillor Fowler returned to the meeting

**19/05#83 Committee Membership**

To receive nominations for appointments to Committees, Sub Committees and Panels and to appoint chairmen

- Amenities Committee

**RESOLVED – that Councillors Cole, Howson, Pope, Symonds, Taylor and Winder be appointed to the Amenities Committee.**

- Community, Markets & Tourism Committee

**RESOLVED – that Councillors Burford, Ciolte, Fowler, Howson, and O’Driscoll be appointed to the Community, Markets & Tourism Committee**

- Finance and Personnel Committee

**RESOLVED – that Councillors Ciolte, Fowler, Ravenscroft, Stark and Utting be appointed to the Finance & Personnel Committee.**

- Policy and Management Committee

**RESOLVED – that Councillors Bartrum, Burford, Gumm, O’Driscoll, Ravenscroft and Utting be appointed to the Policy & Management Committee**

- Planning & Development Committee

**RESOLVED – that Councillors Burford, Ciolte, Cutter, Ravenscroft and Taylor be appointed to the Planning & Development Committee**

- Neighbourhood Plan Sub Committee

**RESOLVED – Councillors Pope, Ravenscroft and Utting, be appointed to the Neighbourhood Plan Sub Committee with authority to appoint non-council members to the Sub Committee.**

- Personnel Appeals Panel

**RESOLVED – that Councillors Gumm, Pope, Ravenscroft, Symonds and Utting be appointed with agreement that should the Panel need to meet three Members would be chosen from the five appointed.**

JR 10/6/19

- Market House Working Group

**RESOLVED – Councillors Ciolte, Ravenscroft and Utting be appointed to the Market House Working Group with authority to appoint non-council member Mr. Nigel Gibbs.**

In accordance with the Council's Standing Orders nominations were then taken for chairmen to be appointed to the Standing Committees.

[Standing Order 4d \(vi\)](#)

- Amenities Committee

Councillor Lister was nominated for Chairman of the Amenities Committee

**RESOLVED – to appoint Councillor Lister as Chairman of the Amenities Committee.**

- Community, Markets & Tourism Committee

Councillor O'Driscoll was nominated for Chairman of the Community, Markets & Tourism Committee

**RESOLVED – to appoint Councillor O'Driscoll as Chairman of the Community, Markets and Tourism Committee.**

- Finance and Personnel Committee

Councillor Utting was nominated for Chairman of the Finance & Policy Committee

**RESOLVED – to appoint Councillor Utting as Chairman of the Finance & Policy Committee**

- Policy and Management Committee

Councillor Utting was nominated for Chairman of the Policy & Management Committee

**RESOLVED – to appoint Councillor Utting as Chairman of the Policy & Management Committee**

- Planning & Development Committee

Councillor Roberts was nominated for Chairman of the Planning & Development Committee

**RESOLVED – to appoint Councillor Roberts as Chairman of the Planning & Development Committee**

**19/05#84 General Power of Competence**

[Localism Act 2011 s 1 \(1\)](#)

To formally confirm the Town Council's eligibility and adopt the use of the General Power of Competence.

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Cutter

**RESOLVED: to confirm the Town Council's eligibility and adopt the use of the General Power of Competence.**

JR  
10/6/19

**19/05#86 To re-appoint the Council's Parish Resilience Officer**

Proposed: Councillor Ravenscroft  
Unanimous

Seconded: Councillor Symonds

**RESOLVED: to re-appoint Councillor Lister as the Council's Parish Resilience Officer**

**19/05#87 Official Representatives on Outside Bodies**

Review of representation on or work with external bodies and arrangements for reporting back.

i. Association of Ross Traders	Cllr T Burford
ii. Basement Youth Trust	Cllr C Bartrum, Cllr R Howson
iii. Betzdorf Twinning Association	Cllr P Cutter
iv. Board of the Community Association (Larruperz)	Cllr D Lister, Cllr J Winder
v. Condé Twinning Association	Cllr J Roberts
vi. Education Foundation	Cllr J Roberts
vii. Friends of St Mary's	Cllr C Bartrum
viii. HALC Area Committee	Cllr Ravenscroft
ix. HALC Executive	Cllr Ravenscroft
x. Namutumba Twinning Association	Cllr J Roberts
xi. Parochial Church Council	Cllr R Taylor
xii. Ross Charity Trustees	Cllr J Roberts, Cllr P Cutter
xiii. Ross Community Development Trust	Cllr E O'Driscoll
xiv. Ross Fairtrade Group	Cllr B Pope
xv. Ross Library Development	Cllr E O'Driscoll
xvi. Ross Sports Club	Cllr D Ciolte, Cllr J Winder
xvii. Town Team	Cllr T Burford
xviii. Tudorville & Community Centre	Cllr P Symonds
xix. Walkers are Welcome	Cllr R Taylor

**RESOLVED – to unanimously approve the appointed representatives to outside bodies.**

**19/05#87 Meetings**

To approve the schedule of meeting dates for 2019/2020

Proposed: Councillor Utting  
Unanimous

Seconder: Councillor O'Driscoll

**RESOLVED – to approve the schedule of meetings for 2019/2020.**

**19/05#88 Finance – Bank Mandates**

Cheque Signatories to be confirmed

Proposed: Councillor Utting  
Unanimous

Seconder: Councillor Cutter

**RESOLVED – to confirm authority for Councillors Bartrum, O'Driscoll, Pope, Ravenscroft, Symonds and Taylor to act as signatories, with any two Councillors to sign.**

JR  
10/6/19

**19/05#89 Finance – Internal Auditor**

To note the decision of the Finance & Personnel Committee (FP18/04#35) regarding the appointment of the Council’s Internal Auditor – Auditing Solutions for a four-year contract commencing 2018/2019.

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Cutter

**RESOLVED – to note appointment of Auditing Solutions to be the Council’s Internal Auditor and to note and acknowledge the assertion of independence of the Council.**

**19/05#90 Finance – Accounts for payment**

[Local Government Act 1972 s150 \(5\)](#)

To review and note items of expenditure received since the last meeting.

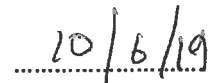
Proposed: Councillor Ravenscroft  
Unanimous

Seconded: Councillor Utting

**RESOLVED – to approve the accounts for payment.**

There being no further business the meeting closed at 8.21pm

  
.....  
Chairman

  
.....  
Date

**MAYOR’S DIARY ENGAGEMENTS 15<sup>TH</sup> APRIL-13<sup>TH</sup> MAY 2019**

<b>Start</b>	<b>Subject</b>	<b>Location</b>
Fri 19/04/2019 13:00	Luncheon Club	Larruperz
Tue 23/04/2019 10:00	St Georges Day Flag Raising	Market House
Sat 27/04/2019 09:00	Charity Hamper draw	Morrisons
Mon 29/04/2019 19:30	Annual Town Meeting	Watkins Room, Larruperz
Tue 07/05/2019 14:30	Opening of Hereford May Fair	Mayor's Parlour, Cathedral Lawns, Town Hall
Fri 10/05/2019 19:00	Cantablile Abbeydore	Abbeydore Abbey
Sat 11/05/2019 09:00	Re-launch of Nat West Bank	Ross-on-Wye



# Ross-on-Wye Town Council

**Minutes of the meeting of the Full Council**  
held on Monday 10<sup>th</sup> June 2019 at 7.00pm  
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

**Present:** Councillor J Roberts – Chairman  
Councillors C Bartrum, T Burford, D Ciolte, S Cole, K Fowler, D Lister, E O’Driscoll, B Pope,  
D Ravenscroft, L Stark, P Symonds, R Taylor, J Utting and J Winder

**In attendance:** Mrs. S Robson - Town Clerk and Mrs. H Holmes – Finance & Administration Assistant  
There were two members of the press present and ten members of the public.

**19/06#91 Apologies for Absence**  
Councillor P Cutter, Councillor I Gumm and Councillor B Howson

**19/06#92 Declarations of Interest**  
None

**19/06#93 Applications for Dispensations**  
None

**19/06#94 Report from Ross Police**  
No Police present

**19/06#95 Public Participation**  
A member of the public addressed Council regarding the Chase Hotel which, it was reported, is a concern to the people of Ross due to potential development of the building and site. People were urged to write to the Local Planning Authority if they wished to lodge an objection. A question was raised about the cost of car parking in Ross-on-Wye on Sundays, it was agreed to refer this to Herefordshire Council through the Ward Member and take a full part in any future consultations.  
A representative from Extinction Rebellion addressed the Council regarding climate science and the message on the urgency of making changes to ensure the future of the planet and the need to act now. The declaration of a Climate Emergency by the Town Council is welcomed and as community leaders the town will be looking at the Council to take this forward.

The Chairman agreed to bring forward agenda item 19/06#106 to enable members of the public to hear the debate.

**19/06#106 Notice of Motion received from Cllr Jane Roberts on 30<sup>th</sup> May that ‘Ross-on-Wye Town Council notes:**

1. that the impacts of climate breakdown are already causing serious damage around the world.
2. that the ‘Special Report on Global Warming of 1.5°C’, published by the Intergovernmental Panel on Climate Change in October 2018, (a) describes the enormous harm that a 2°C average rise in global temperatures is likely to cause compared with a 1.5°C rise, and (b) confirms that limiting Global Warming to 1.5°C may still be possible with ambitious action from national and sub-national authorities, civil society and the private sector.
3. that all governments (national, regional and local) have a duty to act, and local governments that recognise this should not wait for their national governments to change their policies;

JR  
8/7/19

4. that strong policies to cut emissions also have associated health, wellbeing and economic benefits;
5. and that, recognising this, a growing number of UK local authorities have already passed 'Climate Emergency' motions.
6. that the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services (IPBES) 2019 Global Assessment Report has estimated that about 1 million species face extinction, many within decades, unless action is taken to reduce the intensity of drivers of biodiversity loss.

A number of questions were asked about the Council's existing carbon footprint and how this might impact on any planning applications and what changes will need to be considered. It was agreed the need for education would be vital to ensure its successful outcome.

Proposed: Councillor Roberts  
Unanimous

Seconded: Councillor Pope

**RESOLVED – that Ross-on-Wye Town Council therefore commits to:**

1. Declare a 'Climate Emergency' that requires urgent action
2. Make the Council's activities net-zero carbon by 2023
3. Achieve 100% clean energy across the Council's non-transport functions by 2023
4. Ensure that all strategic decisions, budgets and approaches to planning are in line with a shift to zero carbon by 2030
5. Review its policies and operations to ensure maximum protection for and promotion of wildlife and biodiversity
6. Establish a working group of councillors and community representatives, including young people, to develop an action plan for a zero-carbon and wildlife-rich Ross-on-Wye
7. Call on the newly elected Herefordshire Council to enact policies to respond to the Climate Emergency, as declared by the previous Council

It was agreed that the Working Group would convene for an initial meeting and consider what its terms of reference would be for recommendation to the Policy & Management Committee for approval. Councillors appointed to the Working Group; Burford, Pope, Roberts, Taylor and Winder with the addition of a county councillor, to be determined at a later date.

7.25pm Seven members of the public left the meeting.

**19/06#96 To resolve to exclude members of the press and public**

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Winder

**19/06# 97 Full Council Meeting Minutes**

To confirm and sign the minutes of the annual meeting of Council held on Monday 13<sup>th</sup> May 2019.

**RESOLVED – that the minutes of the annual meeting of Council held on Monday 13<sup>th</sup> May 2019 be signed as a correct record.**

JR  
8/7/19

**19/06# 98 Committees – To receive and note the minutes of the following meetings and approve any recommendations;**

Amenities Committee 20<sup>th</sup> May 2019

Planning & Development Committee 21<sup>st</sup> May 2019

Policy & Management Committee 28<sup>th</sup> May 2019

**RESOLVED – to recommend to Full Council that an application be made to Herefordshire Council for an easement across its land to the rear of the Larruperz to enable access for the users of the Larruperz Centre an emergency fire escape exit.**

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Ravenscroft

**An amendment to the original recommendation was proposed and it was resolved to make a request to apply to the Land Registry for the strip of land on the plan to be registered in the name Ross-on-Wye Town Council.**

**RESOLVED – to receive and note the minutes and approve the recommendation as detailed.**

**19/06#99 Mayor’s Announcements**

To receive a verbal report from the Mayor.

The Mayor reported that a number of events, including the Hospital Fete, had been attended since the Annual meeting.

It was also announced that the Mayor’s Consort for the coming year will be Councillor Bartrum.

Councillors were reminded that on Sunday 23<sup>rd</sup> June the launch of a Good Neighbour Scheme will be happening at the Bandstand, a project aimed at reducing loneliness. Members were asked to come along and help with the stewarding but also to participate and help bring people together and make new friends.

**19/06#100 Town Clerk’s Report – to receive and note the update from the Town Clerk**

- Councillors were introduced to Mrs. Helen Holmes, who was welcomed to the Council’s staff
- NDP Chase consultation is now in progress with a deadline of June 28<sup>th</sup>, comments and feedback will be considered at the next meeting of the NDP Sub Committee which will be on Thursday 4<sup>th</sup> July
- Herefordshire Council (PSPO) Consultation is being followed up to ensure the amendments to include key sites in town for the prohibition of alcohol have been included in the Order
- Councillors were reminded of the need to set up their ‘councillor’ email addresses

**RESOLVED – to receive and note the report.**

**19/06#101 Finance– Income & Expenditure 2019/2020**

To review the budget information for the year to date.

**RESOLVED – to receive and note the report.**

**19/06#102 Finance – Accounts for payment**

To receive and note items of expenditure as per schedule of payments.

**RESOLVED – to note the accounts for payment.**

7.55pm One member of the public left the meeting.

JR  
8/7/19



**19/06#103 Internal Audit 2018/2019**

To receive and consider the Internal Audit Report (2018/19) Final and accept the conclusions.

The Chairman of the Finance & Personnel Committee confirmed he felt the procedures for internal control are robust and in some cases they have been tightened to prevent cases of fraud. It was reported that further measures have been taken to minimise any likelihood of losses to the Council and that processes are satisfactory.

Proposed: Councillor Utting  
For: 13 Abstentions: 2

Seconded: Councillor Ravenscroft

**RESOLVED – to receive the Internal Audit report and accept the conclusions.**

8.05pm Councillor Fowler left the meeting

**19/06#104 Finance – External Audit 2018/2019 Section 1 - Annual Governance Statement**

To acknowledge and confirm the Council's responsibilities for ensuring a sound system of internal control has been met and to approve the assertions contained within the Annual Governance Statement and authorise the Chairman and the Clerk to sign the Return.

Proposed: Councillor Utting  
For: 13 Abstention: 1

Seconded: Councillor Symonds

**RESOLVED – to approve the signing of the Annual Governance Statement for the financial year 2018/2019.**

**19/06#105 Finance – External Audit 2018/2019 Section 2 - Accounting Statement**

To confirm the Accounting Statements present fairly the Council's financial position and approve authority for the Chairman to sign the Accounting Statement.

Proposed: Councillor Symonds  
For: 13 Abstention: 1

Seconded: Councillor Utting

**RESOLVED to approve authority for the Chairman to sign Section 2 – The Accounting Statement for the year 2018/2019 confirming they present fairly the Council's financial position.**

**19/06#107 To consider a request from Ross Community Litter Clean Up Crew (RCLCUC) for an official representative on their Committee.**

8.07pm Councillor Fowler returned to the meeting

Proposed: Councillor Lister  
Unanimous

Seconded: Councillor Cole

**RESOLVED – to appoint Councillor Burford to be the Council's official representative on the RCLCUC.**

*JS*  
8/7/19

**19/06#108 Reports from official representatives on Outside Bodies**

To receive reports from Councillors appointed to represent the Town Council on the following bodies:

Association of Ross Traders	Cllr T Burford	Looking for new members to join and have a meeting this week.
Basement Youth Trust	Cllrs C Bartrum, B Howson	Nothing to report
Betzdorf Twinning Association	Cllr J Roberts reported	The twinning visit is currently taking place and it has been a very successful weekend.
Board of the Community Association	Cllrs D Lister, J Winder	Good progress has been made and there is an increase in the number of hires and charges have recently been put up
Condé Twinning Association	Cllr J Roberts	Nothing to report
Education Foundation	Cllr J Roberts	No meeting
Friends of St Mary's	Cllr C Bartrum	Nothing to report
HALC Executive	Cllr D Ravenscroft	The June meeting will be held on 19 <sup>th</sup>
HALC Area Committee	Cllr D Ravenscroft	Nothing to report
Namutumba Twinning Association	Cllr J Roberts	There will be a small reception hosted at the Council Office by the Mayor tomorrow
Parochial Church Council	Cllr R Taylor	No meeting until 10 <sup>th</sup> July
Ross Charity Trustees	Cllrs P Cutter, J Roberts	No meeting
Ross Community Development Trust	Cllr E O'Driscoll	Meeting every month. The Trust is sponsoring the Community Picnic and the launch of the Good Neighbour Scheme. The application for charitable status is in hand
Ross Fairtrade Group	Cllr B Pope	No meeting
Ross Library Development Group	Cllr E O'Driscoll	AGM in September with an ordinary meeting this week.
Ross Sports Club	Cllrs D Ciolte, J Winder	No meeting
Town Team	Cllr T Burford	The Council was thanked for administering the Portas funds. The CMT committee was asked about some publicity for the purchase of the gazebos.
Tudorville & District Community Centre	Cllr P Symonds	Things are moving well in a positive direction, enhancements to the outdoor play area are being looked at.
Walkers are Welcome	Cllr R Taylor	No meeting

**19/06#109 Correspondence for consideration and response (copies enclosed).**

- i) Mrs Mason – request for Council to consider memorial for Jenny Hyde

It was noted there is an area at Caroline Symonds Gardens where trees have been planted to commemorate former mayors. It was agreed that permission would be granted for tree planting in this area not only for Jenny Hyde but also Colin Gray, subject to consultation with Mrs Gray. Consultation with the Tree Warden would be necessary to select an appropriate tree.

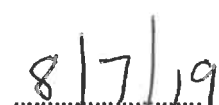
The Council approved, in principle, of a protocol for former mayors that die whilst in office to be commemorated in this way.

- ii) Herefordshire Council – to consider proposed modifications made by the Inspector on the Travellers Sites Development  
 iii) Plan [ Deadline 12<sup>th</sup> June 2019].

Noted

There being no further business the meeting closed at 8.23pm

  
 .....  
 Chairman

  
 .....  
 Date

**Diary Engagements: 14<sup>th</sup> May – 9<sup>th</sup> June 2019**

**Mayor**

Time	Subject	Location
Tue 14/05/2019 19:30	Ross Action Committee AGM	Ross Court
Sat 25/05/2019 19:30	Ross Penyard Singers Spring Concert	The Venue
Sat 01/06/2019 14:00	Opening of Fete	Community Hospital
Sat 08/06/2019 11:00	Ross/Betzdorf Twinning Association Reception	The Chase Hotel
Sat 08/06/2019 19:00	Ross/Betzdorf Twinning Association Welcome Dinner	The Chase Hotel

**Deputy**

Fri 17/05/2019 19:15	Ross-on-Wye Lions Club	The Chase Hotel
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# ROSS-ON-WYE TOWN COUNCIL

## MEETING OF THE FULL COUNCIL

on Monday 8<sup>th</sup> July 2019 at 7.00 pm

### SIGNATURES OF THOSE MEMBERS PRESENT

Cllr Chris Bartrum



Cllr Tracey Burford

T.C. 

Cllr Dan Ciolte



Cllrs Simeon Cole

Apologies .....


Cllr Phil Cutter



Cllr Katie Fowler

K.F. 

Cllr Ian Gumm



Cllr Becky Howson

Apologies .....

Cllr Daniel Lister

~~D. Lister~~


Cllr Ed O'Driscoll



Cllr Bev Pope

A. Beverly Pope


Cllr David Ravenscroft



Cllr Jane Roberts



Cllr Louis Stark



Cllr Paul Symonds



Cllr Rob Taylor

APOLOGIES

Cllr Julian Utting



Cllr John Winder



Mrs S Robson, FSLCC, Town Clerk





# Ross-on-Wye Town Council

**Minutes of the meeting of the Full Council**  
held on Monday 8<sup>th</sup> July 2019 at 7.00pm  
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

**Present:** Councillor J Roberts – Chairman  
Councillors C Bartrum, T Burford, D Ciolte, P Cutter, K Fowler, I Gumm, D Lister, E O'Driscoll,  
B Pope, D Ravenscroft, L Stark, P Symonds, J Utting and J Winder

**In attendance:** Mrs. S Robson - Town Clerk  
There were two members of the press present and twelve members of the public.

**19/07#110 Apologies for Absence**

Councillor S Cole, Councillor B Howson and Councillor R Taylor

**19/07#111 Declarations of Interest**

Clr Fowler declared a Schedule 1 Interest in Agenda Item 19/07# 124 as she works for the owners of the Chase Hotel.

**19/07#112 Applications for Dispensations**

None

**19/07#113 Report from Ross Police**

There were no police present. It was agreed the Clerk should contact the Police to ask for a daytime meeting to re-open lines of communications to discuss issues of policing in the town. Councillors were asked to forward any issues to the Mayor for them to be raised at the meeting.

**19/07#114 Public Participation**

A member of the public, on behalf of Save the Chase 2019, addressed the Council regarding the NDP and in particular the Chase Hotel about the proposed amendments to the Plan. Another member of the public spoke about the proposed NDP and the designation of the grounds of the Chase Hotel as a Local Green Space. In addition, it was suggested the section about 'supported space' at the Chase Hotel should be amended to include all the grassed area to be kept as open space.

A third member of the public spoke about the NDP regarding the possibility to create a park area out of the green space as an asset for all the town to use for the future. It is believed this is an important area as a habitat and a green corridor within the town.

The Chairman pointed out that the land at the Chase is privately owned without public access and there is nothing the Plan can do to create access to members of the public to enjoy the open space as amenity land. The meeting was advised the Plan cannot diminish the existing protection that exists under planning law which has already been given at this Site.

The Chairman agreed to bring forward agenda item 19/07#124 to enable members of the public to hear the debate.

JR  
9/9/19

**19/07#124 Ross-on-Wye Neighbourhood Development Plan (NDP)**

*The Neighbourhood Planning (General) Regulations 2012*

To resolve to approve formal submission of the amended Ross-on-Wye Neighbourhood Development Plan 2019 – 2031 to Herefordshire Council for the next stage in the NDP Process - Regulation 16.

7.15pm Councillor Fowler having declared an interest left the meeting.

Members referred to the professional advice from the Consultants which has been given to the Steering Committee over the last four years and the considerable expenditure on getting the Plan to this stage. Members recognised the main disagreement which related to the Chase Hotel and how to deal with this site. The Council has confirmed its wish to accept the professional advice of the Consultants relating to the exclusion of the designation of the grounds as a Local Green Space. Reference was made to the fact that the NDP for Ross is a complex Plan which has been drafted within the constraints of all national and local planning policies including the Core Strategy. The Council understood that a compromise would be necessary to enable the Plan to reflect the best possible options within the planning constraints. Councillors were reminded of a key factor to take into account which is the legal status the Plan has once it is made. It was noted that there would be a risk to delay the Plan further still because of planning applications at other sites coming forward before the Plan is adopted. The amendments have been proposed to put into place measures to restrict inappropriate development at the site.

Proposed: Councillor Bartrum  
Unanimous

Seconded: Councillor Cutter

**RESOLVED – to approve the proposed amendments as recommended for the Plans formal submission to Herefordshire Council to commence Regulation 16.**

7.25pm Councillor Fowler returned to the meeting.  
Twelve members of the public left the meeting.

**19/07#115 To resolve to exclude members of the press and public**

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Pope

**RESOLVED – that agenda item 19/07#130 – ‘Staff in Confidence’ be treated as confidential and be dealt with after the Public (including the Press) have been excluded.**

**19/07# 116 Full Council Meeting Minutes**

To confirm and sign the minutes of the ordinary meeting of Council held on Monday 10<sup>th</sup> June 2019.

**RESOLVED – that the minutes of the ordinary meeting of Council held on Monday 10<sup>th</sup> June 2019 be signed as a correct record.**

JR  
9/9/19

**19/07# 117 Committees – To receive and note the minutes of the following meetings and approve any recommendations;**

Planning & Development Committee 11<sup>th</sup> June 2019

Amenities Committee 17<sup>th</sup> June 2019

Finance & Personnel Committee 18<sup>th</sup> June 2019

**RESOLVED – to recommend to Full Council that the Committees are asked to consider capping the budget by setting a precept that is either not above RPI or in line with Herefordshire Council’s budget (excluding adult and social care increases).**

Proposed: Councillor Utting

Seconded: Councillor Ravenscroft

Unanimous approval was given to instruct every Committee to cap their budgets in line with the recommendation from the F&P Committee.

Community, Markets & Tourism 25<sup>th</sup> June 2019

**RESOLVED – to recommend to Full Council that the annual subscription of £140 to the Wye Valley and Forest of Dean Tourist Association (due in March 2020) be paid by direct debit to avoid incurring an additional 10% charge.**

Proposed: Councillor O’Driscoll  
Unanimous

Seconded: Councillor Utting

Neighbourhood Development Plan S.G. 4<sup>th</sup> July 2019 Withdrawn

**RESOLVED – to receive and note the minutes and approve the recommendations as detailed.**

**19/07#118 Mayor’s Announcements**

To receive a verbal report from the Mayor.

The Mayor reported that a number of events had been attended and that July would be an exceptionally busy month. There were two highlights, one being the Herefordshire School Games where a pupil from JKHS addressed the audience of 2000+ and later that week in Malvern to see 4000 children attending the Scout event. Other events attended included the Merton House Fete and the launch of the Cultural Strategy for Herefordshire.

The Big Picnic on June 23<sup>rd</sup> was a success and was well attended with representation from churches and community groups. In the forthcoming month the Mayor will be attending a litter pick with RCLUC who, she reported, are doing an amazing job and in addition as a thank you they will be invited to the Council Chamber for an informal reception.

**19/07#119 Town Clerk’s Report – to receive and note the update from the Town Clerk**

- PSPO – Order now in force, signage to follow

**RESOLVED – to receive and note the report.**

**19/07#120 Finance– Income & Expenditure 2019/2020**

To review the budget information for the year to date.

**RESOLVED – to receive and note the report.**

JR  
9/9/19

**19/07#121 Finance – Accounts for payment**

To receive and note items of expenditure as per schedule of payments.

**RESOLVED – to note the accounts for payment.**

**19/07#122 Finance - Council 'Away Day'**

To approve expenditure for the facilitation of a strategic planning 'away day' for councillors and staff.

The proposed Away Day would provide the new Council members and staff an opportunity to get to know one another and work together to set priorities over the next four years. A facilitator has been provisionally booked and a suitable venue is sought, the date proposed is Wednesday 25<sup>th</sup> September, to be confirmed. It was agreed that information about specific objectives would be circulated and the focus would be very 'outcome' orientated.

Proposed: Councillor Utting  
For: 14 Abstention: 1

Seconded: Councillor Symonds

**RESOLVED – to approve expenditure up to a maximum of £800.00 from the Councillor Training budget.**

**19/07#123 Finance - Bank Reconciliations – Appointed Verifier 2019/2020**

[Financial Regulations Clause 2.2](#)

To appoint a verifier in accordance with the Council's Financial Regulations.

Proposed: Councillor Roberts  
Unanimous

Seconded: Councillor Ravenscroft

**RESOLVED – to appoint Councillor Fowler to be the Council's Appointed Verifier for 2019/2020.**

**19/07#125 Citizens Advice Bureau – Ross-on-Wye Sessions**

To receive a written report detailing background information, future plans and key statistics for Outreach Service Appointments provided by Citizens Advice Herefordshire.

The Councillors confirmed their support of this important facility to ensure there is a face-to-face provision available for residents in Ross to access information. The Council noted its pride in the continued investment of this service which offers help to people in desperate need. It was proposed that future budgets should ensure its financial security which can be built on to help the most vulnerable people access free legal and financial advice. It was recognised this provides a lifeline to many needy people in town.

**RESOLVED – to receive and note the report.**

**19/07#126 Herefordshire Armed Forces Community Covenant**

To consider request to pledge support and commitment to be 'armed forces friendly' by signing the Armed Forces Covenant.

Proposed: Councillor Symonds  
Unanimous

Seconded: Councillor Gumm

**RESOLVED – to pledge support and commitment by signing the Armed Forces Covenant and to defer the making of detailed arrangements to the Community, Markets & Tourism Committee.**

JR  
9/9/19



**19/07#127 Community Commissioning Model**

To receive written report from the County Councillors about Balfour Beatty Living Places (BBLP) new model for service delivery and project development.

It was noted there may be some scepticism about supporting the commissioning of work that had previously done under the BBLP Contract and therefore there must be a realistic approach about expectations. Council was informed that work is being done to look at alternative funding models to deliver services by BBLP/HC. The Ward Councillors were asked to circulate information about the Toolkit that is available which offers further details about the Scheme. This Model would offer a more systematic approach to scheduling works that could be funded by the parishes.

**RESOLVED – to receive and note the report.**

**19/07#128 Market Towns Forum**

To discuss a proposal to re-launch the Forum in Herefordshire and decide if Ross-on-Wye Town Council would wish to participate.

The Chairman advised this proposal has come out of a recent meeting of representatives from the market towns hosted by HC Chairman. There was some frustration expressed about the lack of engagement between the towns and HC and this forum might be a useful vehicle to engage in more meaningful communication.

Proposed: Councillor Lister  
Unanimous

Seconded: Councillor Ravenscroft

**RESOLVED – to support the proposal subject to strong terms of reference and that the forum should be a lobbying group with meetings held at Hereford with HC being asked to fund the provision of a clerk.**

**19/07#129 Reports from official representatives on Outside Bodies**

To receive reports from Councillors appointed to represent the Town Council on the following bodies:

Basement Youth Trust	Cllrs C Bartrum, B Howson	Nothing to report
Betzdorf Twinning Association	Cllr J Roberts	The Mayor and Council were thanked for attending the recent visit and funding the cost of the civic reception.
Board of the Community Association	Cllrs D Lister, J Winder	Nothing to report
Condé Twinning Association	Cllr J Roberts	Nothing to report
Education Foundation	Cllr J Roberts	No meeting
Friends of St Mary's	Cllr C Bartrum	Nothing to report
HALC Executive	Cllr D Ravenscroft	Meeting due this month
HALC Area Committee	Cllr D Ravenscroft	Meeting due this month
Namutumba Twinning Association	Cllr J Roberts	The recent Visit was a great success
Parochial Church Council	Cllr R Taylor	Not present
Ross Business Association	Cllr T Burford	Nothing to report
Ross Charity Trustees	Cllrs P Cutter, J Roberts	No meeting
Ross Community Development Trust	Cllr E O'Driscoll	Picnic was successful – charitable status should be achieved in Aug/Sept. Grant applications for the Good Neighbour Scheme have been made.
RCLCUC	Cllr Burford	Nothing to report
Ross Fairtrade Group	Cllr B Pope	Nothing to report
Ross Library Development Group	Cllr E O'Driscoll	Recent discussions about outsourcing services
Ross Sports Club	Cllrs D Ciolte, J Winder	Nothing to report
Town Team	Cllr T Burford	Nothing to report
Tudorville & District Community Centre	Cllr P Symonds	Nothing to report
Walkers are Welcome	Cllr R Taylor	Not present

JR 9/9/19

RESOLVED – to receive and note the report.

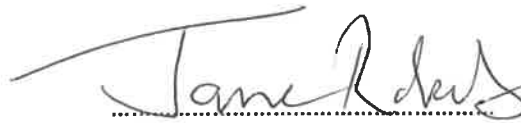
19/07#130 In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 19/07 #115 above refers)

**Staff in Confidence**

To receive confidential verbal staffing update

RESOLVED – to receive, note and accept the verbal report.

There being no further business the meeting closed at 8.58pm



Chairman

9 SEP 2019

Date

**Diary Engagements: 10<sup>th</sup> June – 7<sup>th</sup> July 2019**

**Mayor**

Start	Subject	Location
Thu 13/06/2019 17:30	Ross Gazette Archive Project Exhibition	Ross Library
Tue 18/06/2019 11:30	Rosemary Rigby meeting re Loneliness	The Chase Hotel
Sun 23/06/2019 12:00	Ross Good Neighbour Get Together Picnic	The Bandstand
Mon 24/06/2019 10:00	Armed Forces Day Market House	Market Place
Sat 29/06/2019 18:00	Sounding of Retreat	Suvla Barracks
Mon 01/07/2019 14:30	Mayor's Meeting	Shire Hall
Wed 03/07/2019 09:15	Herefordshire School Summer Games	Hereford Leisure Centre
Thu 04/07/2019 11:30	Herefordshire Cultural Strategy 2019-2029	The Courtyard, Hereford
Sat 06/07/2019 14:30	Shirejam 2019	Malvern Showground
Sun 07/07/2019 14:00	Open Day	Merton House

**Deputy**

Sat 29/06/2019 18:30	Armed Forces Day Concert	St Mary's Church
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# Ross-on-Wye Town Council

**Minutes of the meeting of the Full Council**  
held on Monday 9<sup>th</sup> September 2019 at 7.00pm  
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

**Present:** Councillor J Roberts – Chairman  
Councillors C Bartrum, T Burford, D Ciolte, S Cole, I Gumm, D Lister, E O’Driscoll,  
D Ravenscroft, L Stark, P Symonds, R Taylor, J Utting and J Winder

**In attendance:** Mrs. S Robson - Town Clerk and Mrs Helen Holmes – Finance & Administrative Assistant

There were two members of the press present, one member of the police and three members of the public.

**19/09#131 Apologies for Absence**

Councillor Cutter, Councillor Fowler and Councillor Howson

**19/09#132 Declarations of Interest**

Cllr Cole declared a Schedule 2 Interest in Agenda Item 19/09# 138 (Amenities recommendation re Ropewalk) due to his association to the Lydia Cole Foundation.

**19/09#133 Applications for Dispensations**

None

**19/09#134 Report from Ross Police**

PC Hawkins attended the meeting and apologised that nobody had attended for a while and this had been due to staff shortages. She was pleased to report there is a recruitment drive taking place at present. Members were informed that Ross still has low levels of crime and that it is a safe place to live. She wished to draw to the Council’s attention the on-going issues in relation to PSPO and that the Police do not have any power to move people on when drinking within the limits of the Order but could simply remove alcohol. Members were advised that any enforcement was the responsibility of an officer from HC whose duty is was to give fixed penalty tickets for infringements. It was proposed that the Ward Member should follow this up with HC to ensure this is happening.

In addition, the Police are working closely with the Baptist church to find solutions to help those in need.

A question was raised about the continuing anti-social behaviour at the Skatepark, Members were advised this is a priority area for patrols.

7.10pm the member of the Police left the meeting.

**19/09#135 Public Participation**

A member of the public addressed the Council and offered congratulations to the Members on the work by the Amenities Committee to award the contract for the new play area on the Ropewalk. The Council was informed that when a questionnaire had taken place it was recognised there is little provision for older children and there was a lot of feedback about making sure that any future plans would include an area to suit older children. The Council was asked if a commitment would be made to fulfil this by setting aside an appropriate budget. It was advised that the Council aspires to create a Play Strategy to look at provision for the whole of Ross. The member of the public also endorsed the Council’s desire to recruit a town crier.

*JR*  
14/10/19

**19/09#136 To resolve to exclude members of the press and public**

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Winder  
Unanimous

Seconded: Councillor Utting

**RESOLVED – that agenda item 19/09#151 – ‘Commercial in Confidence’ be treated as confidential and be dealt with after the Public (including the Press) have been excluded.**

**19/09# 137 Full Council Meeting Minutes**

To confirm and sign the minutes of the ordinary meeting of Council held on Monday 8<sup>th</sup> July 2019.

**RESOLVED – that the minutes of the ordinary meeting of Council held on Monday 8<sup>th</sup> July 2019 be signed as a correct record.**

**19/09#138 Committees – to receive and note the minutes of the following meetings and approve any recommendations;**

Neighbourhood Development Plan 4<sup>th</sup> July 2019

Policy & Management Committee 9<sup>th</sup> July 2019

**RESOLVED - to recommend to Full Council a transfer of the balance from the Energy Efficiency EMR (£835) for the upgrade to low energy lighting in the Corn Exchange.**

Proposed: Councillor O’Driscoll  
Unanimous approval for the recommendation was given.

Seconded: Councillor Gumm

**RESOLVED - to recommend to Full Council payment of invoices from General Reserve totalling £6123.45 relating to the water supply at Red Meadow toilets from 2016 to date (previously budgeted for in 2017/18 and 2018/19 a total of £6k)**

Proposed: Councillor Utting  
Unanimous approval for the recommendation was given.

Seconded: Councillor O’Driscoll

Amenities Committee 15<sup>th</sup> July 2019

Planning & Development Committee 23<sup>rd</sup> July 2019

Finance & Personnel Committee 30<sup>th</sup> July 2019

Community, Markets & Tourism 6<sup>th</sup> August 2019

**RESOLVED: To recommend to Full Council that they consider the appointment of an honorary Town Crier subject to costs of setting up the post not exceeding £300.**

Proposed: Councillor O’Driscoll  
Unanimous approval for the recommendation was given.

Seconded: Councillor Burford

Planning & Development Committee 13<sup>th</sup> August 2019

7.30pm Councillor Cole having declared an interest left the meeting

JR  
14/10/19

Extra Ordinary Amenities Committee 20<sup>th</sup> August 2019

**RESOLVED – that Tender 1 be referred to Full Council for authority for expenditure of £49,187.63 to carry out the works to provide a new playground at the Rope Walk in line with the specification.**

A note of thanks was given to the Lydia Cole Foundation for their donation of £423.63 which made up the shortfall of funding. It was agreed there should be a board installed at the park acknowledging the contributions of funders.

Proposed: Councillor Symonds

Seconded: Councillor Gumm

Unanimous approval for the recommendation was given.

7.35pm Councillor Cole returned to the meeting

**RESOLVED – to receive and note the minutes and approve the recommendations as detailed.**

**19/09#139 Working Groups – to receive and note the updated schedule of proposed meetings from the relevant conveners.**

The Chairman briefed Members of this new standing item which would be utilised to track the progress of the Working Groups and ensure that work is continuing and that if there were any difficulties this would provide an opportunity for review to see how they could be addressed. The Chairman advised Members of the details of each of the specific Groups and a verbal confirmation was given as to progress to date.

**RESOLVED – to receive and note the report.**

**19/09#140 Mayor's Announcements**

To receive a verbal report from the Mayor.

The Mayor reported that a number of events had been attended over the last two months, a list is appended to the minutes. The Mayoral Facebook page has been well received. Members were reminded of the new charity which was being set up – the Ross Community Development Trust for the voluntary sector in town, whose purpose would be to provide networking opportunities for groups to link up. The Council was notified a meeting for Ross voluntary groups would be held on September 19<sup>th</sup> at 7.00pm in the Council Chamber and any interested parties would be welcome to register to attend. Save the date - Saturday March 14<sup>th</sup> at the Larruperz Centre, the Mayor's Ball would be taking place. The Mayor has also committed to undertake a sponsored 50km swim to raise funds for the charity.

7.50pm One member of the public left the meeting

**19/09#141 Town Clerk's Report – to receive and note the update from the Town Clerk**  
Nothing to report

**19/09#142 Finance– Income & Expenditure 2019/2020**

To review the budget information for the year to date.

**RESOLVED – to receive and note the report.**

  
14/10/19

**19/09#143 Finance – Accounts for payment**

To receive and note items of expenditure as per schedule of payments.

Proposed: Councillor Bartrum  
Unanimous

Seconded: Councillor Utting

**RESOLVED – to receive and note the accounts for payment.**

**19/09#144 Finance – 2019/2020**

To review and confirm schedule of payments for 1st quarter for Direct Debits, BACS payments and manual cheques.

Proposed: Councillor O’Driscoll  
Unanimous

Seconded: Councillor Bartrum

**RESOLVED – to receive and note the report.**

**19/09#145 Neighbourhood Development Plan**

i) to receive schedule of costs to date

**RESOLVED – to receive and note the report.**

ii) to approve additional funding in the sum of £2000 over the allocated budget for 2019/2020 for expenditure towards consultancy fees to take the Project to completion.

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Bartrum

**RESOLVED – to approve authority for expenditure up to £2000 from the Council’s General Reserves towards the expenditure to complete the NDP.**

iii) To delegate authority to the Planning Committee for the recommendation of an Examiner.

Proposed: Councillor Symonds  
Unanimous

Seconded: Councillor Ciolte

**RESOLVED – to approve delegated authority to the Planning Committee to make a recommendation to Herefordshire Council for the appointment of an Examiner for the NDP.**

**19/09#146 Herefordshire Council Consultation**

To consider the Council’s formal response to the proposals by BT for the removal of telephone boxes in Ross-on-Wye. [Deadline 10<sup>th</sup> September].

There was a reluctance to accept the removal of any community facility but given the low number of calls made it did appear that the proposal was justified and that no objections could be raised.

Proposed: Councillor Bartrum  
For: 8 Against: 3 Abstentions: 3

Seconded: Councillor Utting

**RESOLVED – to accept the recommendation to decommission the proposed phone box on The Avenue on the basis it is uneconomic and in relation to the box at Walford Road that if there have been any calls to the emergency services from there, then it should be retained.**

An additional discussion took place about proposals as to whether either of the phone boxes should be considered for adoption.

14/10/19

Proposed: Councillor Bartrum  
For: 8 Against: 3 Abstentions: 3

Seconded: Councillor Burford

**RESOLVED – that the Council would make further enquiries as to likely costs and uses to adopt the boxes and give delegated authority for any further decisions to the Amenities Committee.**

**19/09#147 Herefordshire Council Consultation**

To consider the Council's formal response to the Homeless Prevention & Rough Sleeping Strategy Review. [Deadline extended to 10<sup>th</sup> September 2019].

The Chairman advised the Council that it was her intention to raise the matter of deadlines for Consultations with Herefordshire Council particularly over the summer when many local councils do not meet.

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Bartrum

**RESOLVED – to delegate authority to the Clerk in consultation with Councillor Lister to complete the Consultation on behalf of the Council.**

**19/09#148 Herefordshire Council Consultation**

To consider the Council's formal response to review of Polling Districts, Polling Places and Polling Stations 2019. [Deadline 23rd September].

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Winder

**RESOLVED – to delegate authority to the Finance & Personnel Committee to formally respond on behalf of the Council and task Councillor Ciolte with drafting a response in advance for circulation.**

**19/09#149 Reports from official representatives on Outside Bodies**

To receive reports from Councillors appointed to represent the Town Council on the following bodies:

Basement Youth Trust	Cllrs C Bartrum, B Howson	Nothing to report
Betzdorf Twinning Association	Cllr P Cutter	Not present
Board of the Community Association	Cllrs D Lister, J Winder	The committee wished to thank the Council in dealing with the request for the transfer of the land to the boundary at the rear of the Centre. The hire charges have also been reviewed recently. The luncheon club is going from strength to strength.
Condé Twinning Association	Cllr J Roberts	Nothing to report
Education Foundation	Cllr J Roberts	No meeting – next one due in October
Friends of St Mary's	Cllr C Bartrum	Nothing to report
HALC <del>Executive</del> <b>Committee</b>	Cllr D Ravenscroft	The programme of meetings is still undecided
HALC <del>Area Committee</del> <b>Executive</b>	Cllr D Ravenscroft	Meeting due this month
Namutumba Twinning Association	Cllr J Roberts	Nothing to report
Parochial Church Council	Cllr R Taylor	Nothing to report
Ross Business Association	Cllr T Burford	Nothing to report
Ross Charity Trustees	Cllrs P Cutter, J Roberts	Nothing to report
Ross Community Development Trust	Cllr E O'Driscoll	Report given previously in meeting
RCLCUC	Cllr Burford	Nothing to report
Ross Fairtrade Group	Cllr B Pope	Not present
Ross Library Development Group	Cllr E O'Driscoll	Success with the planetarium
Ross Sports Club	Cllrs D Ciolte, J Winder	Great successes there with aims to develop the changing rooms, help wanted with grass cutting regime, continued problems with

OR 14/10/19

		dog fouling on the pitches.
Town Team	Clr T Burford	Nothing to report
Tudorville & District Community Centre	Clr P Symonds	Nothing to report
Walkers are Welcome	Clr R Taylor	Nothing to report

**RESOLVED – to receive and note the report.**

**19/09#150 Correspondence for consideration and response.**

John Campion – Police and Crime Commissioner – offer to hold public meeting

The Council agreed this was a positive initiative and it was agreed to facilitate an evening meeting at the Larruperz from mid-October onwards.

**Councillor Lister agreed to co-ordinate arrangements with the Larruperz.**

8.40pm the remaining two members of the public left the meeting in addition to Councillors Ravenscroft and Cole who declared a Schedule 2 Interest in this matter being committee members of the tenant at the site.

**19/09#151 In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 19/09 #136 above refers)**

**Commercial in Confidence**

**Correspondence for consideration and response.**

To consider an enquiry from a developer in relation to a Council owned site

Members were made aware of reasons for the refusal of a recent planning application and advice given by the LPA relating to investigations at other sites in town.

Proposed: Councillor Symonds  
For: 6 Against: 6

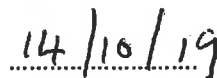
Seconded: Councillor Stark

The chair used her casting vote in favour of the proposal.

**RESOLVED – that a response be made to the developer that, in principle, the Council would be willing to enter into negotiations for the sale of the land.**

There being no further business the meeting closed at 9.00pm

  
.....  
Chairman

  
.....  
Date



Diary Engagements: 8<sup>th</sup> July – 9<sup>th</sup> September 2019

## Mayor

Start	Subject	Location
Wed 10/07/2019 10:00	Visit to	JKHS
Thu 11/07/2019 15:00	Volunteer Service Awards Event	Ross Court
Sun 14/07/2019 12:00	17th Ross Country Music Festival	Ross Sports Centre
Sun 14/07/2019 14:30	Veteran's Tea Party	Larruperz Centre
Sun 21/07/2019 13:00	Proms in the Park	Bandstand
Tue 23/07/2019 11:00	John Kyrle Retirement Club	Pigs Alley
Sat 27/07/2019 10:30	Parkrun Trial Event	Sports Centre, Wilton
Tue 30/07/2019 19:30	Installation of new Rector	St Mary's Church
Wed 31/07/2019 14:15	Visit from The Lord Mayor of Birmingham	Merton House
Fri 02/08/2019 11:00	Men's Shed Meeting	Great Western Court
Sat 03/08/2019 11:45	Ross Town Carnival	Ross-on-Wye
Wed 21/08/2019 12:00	Team Cafe	The Venue
Thu 29/08/2019 13:00	Funeral of Roderich Wolf	St Mary's Church
Sun 01/09/2019 10:00	Fun Run	Ross-on-Wye
Tue 03/09/2019 10:00	RBL Merchant Navy Day Flag Raising	Market Place
Sun 08/09/2019 11:30	Merchant Navy Day	St Marys Church

## Deputy

Start	Subject	Location
Thu 11/07/2019 18:00	The High Sheriff of Herefordshire At Home	Eastnor Castle
Sat 13/07/2019 13:15	Dedication of a Community Support Vehicle	Hereford
Sun 14/07/2019 14:00	Violette Szabo GC Memorial	Museum at Wormlow
Fri 30/08/2019 19:30	Concert	Christ Church



# Ross-on-Wye Town Council

**Minutes of the meeting of the Full Council**  
held on Monday 14<sup>th</sup> October 2019 at 7.00pm  
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

**Present:** Councillor J Roberts – Chairman  
Councillors C Bartrum, T Burford, D Ciolte, S Cole, K Fowler, B Howson,  
D Ravenscroft, L Stark, P Symonds, R Taylor and J Winder

**In attendance:** Mrs. S Robson - Town Clerk

There were two members of the press present, one member of the Fire Service and no members of the public.

**19/10#152 Apologies for Absence**

Councillor Cutter, Councillor Gumm, Councillor Lister, Councillor O'Driscoll, Councillor Pope and Councillor Utting

**19/10#153 Declarations of Interest**

Councillor Ravenscroft declared an 'Other Declarable' Interest 'Finance' in Agenda Item 19/10#165 as there was a cheque payable to him for the re-imbusement of expenses.

**19/10#154 Applications for Dispensations**

None

**19/10#155 Report from Ross Police**

No police present

**19/10#156 To receive a verbal report from Martin Lown BEM, Group Commander of the Hereford and Worcester Fire and Rescue Service**

Mr. Lown introduced himself as being new in post, although a member of the Service for many years. He spoke of his experiences and offered a brief overview of the Service across the two counties. It was noted that in Ross there is an 'on-call' service, which is currently proactively looking to recruit through working with local businesses. One of the main parts of his role is responsibility for community engagement and operational readiness with an expansion into work with prevention and education. There are currently five HC Members on the Board for the Authority representing the community, part of their role is to aide with decision making. It was reported there have been shrinkages due to austerity cuts over recent years and budgets have reduced which poses many challenges with reductions in numbers of staff personnel. Members were encouraged to go down to the local station and see what work is done. Questions were raised about potential changes in the governance arrangements and what the local view was, particularly if there were any benefits to proposed changes to move the Service within the remit of the Police & Crime Commissioner's Office.

7.15pm The representative from the Fire & Rescue Service left the meeting

**19/10#157 Public Participation**

No members of the public present

JR  
9/12/19

**19/10#158 To resolve to exclude members of the press and public**

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Ravenscroft  
Unanimous

Seconded: Councillor Symonds

**RESOLVED – that agenda item 19/10#171 – ‘Commercial in Confidence’ be treated as confidential and be dealt with after the Public (including the Press) have been excluded.**

**19/10# 159 Full Council Meeting Minutes**

To confirm and sign the minutes of the ordinary meeting of Council held on Monday 9<sup>th</sup> September 2019.

**RESOLVED – that the minutes of the ordinary meeting of Council held on Monday 9<sup>th</sup> September 2019 be signed as a correct record.**

**19/10#160 Committees – to receive and note the minutes of the following meetings and approve any recommendations;**

Policy & Management Committee      10<sup>th</sup> September 2019

Amenities Committee                      16<sup>th</sup> September 2019

**RESOLVED – to recommend to Full Council authority for expenditure in the sum of £2460.00 from the Skatepark EMR to repaint the surfaces of the ramps.**

Proposed: Councillor Ravenscroft  
Unanimous approval for the recommendation was given.

Seconded: Councillor Taylor

Finance & Personnel Committee      17<sup>th</sup> September 2019

Planning & Development Committee   24<sup>th</sup> September 2019

C M & T                                        8<sup>th</sup> October 2019 - Withdrawn

**RESOLVED – to receive and note the minutes and approve the recommendation as detailed.**

**19/10#161 Working Groups – to receive and note the updated schedule of proposed meetings from the relevant conveners.**

The Chairman briefed Members there had been some slippage with meetings on some of the Working Groups due to the pressure of other events taking place. It was noted that progress has been made with other Groups and recommendations are coming forward to the relevant standing committee.

**RESOLVED – to receive and note the report.**

**19/10#162 Mayor's Announcements**

To receive a verbal report from the Mayor.

The Mayor announced that a day of celebration to launch the Gilpin 2020 Festival will be taking place on 5<sup>th</sup> November bringing together Ross' philanthropic heritage as well as the natural landscape and marking the 250<sup>th</sup> anniversary of the birth of tourism in the UK. There will be many groups and organisations involved on the day.

The Mayor thanked the Councillors for attending the recent 'Away Day' and Ross Sports Centre for their generous hospitality on the day. The Mayor's engagements will be appended to the minutes of the meeting.

**19/10#163 Town Clerk's Report – to receive and note the update from the Town Clerk**

- NDP – the Reg 16 Consultation is complete, and the Plan has been moved to the examination phase

**19/10#164 Finance– Income & Expenditure 2019/2020**

To review the budget information for the year to date.

**RESOLVED – to receive and note the report.**

7.30pm Councillor Ravenscroft left the meeting having declared an interest

**19/10#165 Finance – Accounts for payment**

To receive and note items of expenditure as per schedule of payments.

**RESOLVED – to receive and note the accounts for payment.**

7.31pm Councillor Ravenscroft returned to the meeting

**19/10#166 Finance - External Audit /Annual Return for Year Ending 31<sup>st</sup> March 2019.**

To receive and note the conclusion from the External Auditor's certificate and opinion and confirm a copy of the Notice of Conclusion of Audit has been displayed.

The Council's staff were thanked for their hard work which was evidenced in another clean audit report. The Notice of Conclusion had been displayed between 05/09/2019 – 10/10/2019.

**RESOLVED – to receive and note the External Auditor's Certificate and Opinion.**

**19/10#167 Finance – Bank Account Mandate**

To receive and confirm notification that Councillor Taylor is removed from the mandate and approve another councillor be added as a signatory to the bank mandate in accordance with the Council's Financial Regulations.

Proposed: Councillor Roberts  
Unanimous

Seconded: Councillor Fowler

**RESOLVED – to appoint Councillor Burford to be added to the Council's bank mandate in accordance with the Council's Financial Regulations.**

**19/10#168 Notice of Motion received from Cllr Tracey Burford on 1<sup>st</sup> October 2019 that this Council:**

1. Notes that Ross-on-Wye has in past years enjoyed considerable success as part of the Royal Horticultural Society Britain in Bloom competition;
2. Recognises that participation in the competition enhances cooperation between many local organisations, including businesses, with the result of enhancing the environment within the town; and
3. Recognises the benefits that the competition can bring to volunteers, visitors and businesses.

Proposed: Councillor Burford  
Unanimous

Seconded: Councillor Symonds

**RESOLVED:**

1. To support the formation of a volunteer steering group to re-launch Ross in Bloom for the 2020 season;
2. To nominate Councillor Burford to be the representative on the steering group;
3. To manage the Town Council assets to meet the competition criteria, to the extent that this is practicable;
4. To delegate responsibility for liaison with the steering group to the Amenities Committee.

**19/10#169 Appointments to Committees and Outside Bodies**

- i) To receive and accept Councillor Taylor's resignation from the Planning & Development Committee and to appoint another member to the committee

Proposed: Councillor Burford  
Unanimous

Seconded: Councillor Symonds

**RESOLVED – to appoint Councillor Winder to the Planning & Development Committee**

- ii) To receive and accept Councillor Winder's resignation from the Board of the Community Association (Larruperz) and to appoint another member

Proposed: Councillor Burford  
Unanimous

Seconded: Councillor Symonds

**RESOLVED – to appoint Councillor Fowler to be the Council's representative on the Board of the Community Association.**

**19/10#170 Reports from official representatives on Outside Bodies**

To receive reports from Councillors appointed to represent the Town Council on the following bodies:

Basement Youth Trust	Cllrs C Bartrum, B Howson	Nothing to report
Betzdorf Twinning Association	Cllr P Cutter	Not present
Board of the Community Association	Cllrs D Lister, J Winder	Nothing to report
Condé Twinning Association	Cllr J Roberts	Planning is under way for 2020 visit to Ross
Education Foundation	Cllr J Roberts	No meeting – next one due this week
Friends of St Mary's	Cllr C Bartrum	Work to replace the churchyard lighting is moving forward
HALC Area Committee	Cllr D Ravenscroft	Investigations are in hand to amalgamate the three area committees
HALC Executive	Cllr D Ravenscroft	Nothing to report
Namutumba Twinning Association	Cllr J Roberts	This will be one the groups showcasing on 5 <sup>th</sup> November
Parochial Church Council	Cllr R Taylor	Nothing to report
Ross Business Association	Cllr T Burford	There is a meeting this week to discuss decorating the town for Christmas
Ross Charity Trustees	Cllrs P Cutter, J Roberts	There is a meeting in November
Ross Community Development Trust	Cllr E O'Driscoll	The charitable status has been confirmed and fund raising will be commencing in earnest. Training will be starting shortly towards work for the Good Neighbour Scheme
RCLCUC	Cllr Burford	This will be one the groups showcasing on 5 <sup>th</sup> November
Ross Fairtrade Group	Cllr B Pope	Not present
Ross Library Development Group	Cllr E O'Driscoll	Not present
Ross Sports Club	Cllrs D Ciolte, J Winder	Nothing to report
Town Team	Cllr T Burford	Nothing to report
Tudorville & District Community Centre	Cllr P Symonds	Nothing to report
Walkers are Welcome	Cllr R Taylor	Nothing to report

**RESOLVED – to receive and note the report.**

7.50pm Standing Orders were suspended to allow a member of the press to call on Councillors to promote the competition to switch on the town's Christmas lights.  
Two members of the press left the meeting

7.52pm Standing Orders were re-instated

**19/10#171 In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 19/10 #158 above refers)**

**Commercial in Confidence**

To approve expenditure from the Civic & Regalia Costs budget and, if necessary, the General Reserve in relation to arrangements for event security and safety.

Proposed: Councillor Cole  
Unanimous

Seconded: Councillor Burford

**RESOLVED – to delegate authority to the Clerk to commit expenditure to a maximum of £10k with a contingency budget of £5k in consultation with the Mayor, Cllr Roberts.**

There being no further business the meeting closed at 8.20pm

  
.....  
Chairman

9/12/19  
.....  
Date

**Diary Engagements: 10<sup>th</sup> September – 14<sup>th</sup> October 2019**

**Mayor**

Start	Subject	Location
Wed 18/09/19 16:00	Ross-on-Wye Movement Study - Strategy Development Workshop	Ross-on-Wye
Thu 19/09/19 18:30	Good Neighbour Scheme	Corn Exchange
Mon 23/09/19 14:30	HC Chairman's Meeting	Shire Hall
Wed 25/09/19 10:30	Macmillan Coffee Morning	Ross Court
Thu 03/10/19 12:00	Services for Independent Living- AGM	Hereford
Sun 06/10/19 03:30	The Shrievalty Service	Hereford
Mon 07/10/19 16:30	Ledbury Annual October Fair	Ledbury
Fri 11/10/19 18:00	The Ross Beaver Scouts Naming Ceremony	Ross-on-Wye
Sat 12/10/19 10:30	RBL AGM/Poppy Lunch	Ross-on-Wye
Sun 13/10/19 14:00	Ross Children's Chorus	Ross-on-Wye

**Deputy**

Thu 12/09/19 18:00	West Mercia Police Awards Ceremony	Hereford
Sat 14/09/19 10:40	Newent Onion Fayre	Newent
Sun 15/09/19 15:30	Service of The 79th Anniversary of the Battle of Britain	Hereford
Thu 19/09/19 18:30	Annual Prize Giving-John Kyrle High School	Ross-on-Wye



# Ross-on-Wye Town Council

**Minutes of the meeting of the Full Council**  
held on Monday 11<sup>th</sup> November 2019 at 7.00pm  
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

**Present:** Councillor J Roberts – Chairman  
Councillors C Bartrum, T Burford, D Ciolte, S Cole, P Cutter, K Fowler, B Howson,  
E O'Driscoll, B Pope, D Ravenscroft, L Stark, P Symonds, R Taylor, J Utting and J Winder

**In attendance:** Mrs. S Robson - Town Clerk

There were two members of the press present, one member of the public and a member of the Police.

**19/11#172 Apologies for Absence**  
Councillor Gumm and Councillor Lister

**19/11#173 Declarations of Interest**  
Councillor Ravenscroft declared an 'Other Declarable' Interest 'Finance' in Agenda Item 19/11#184 as there was a cheque payable to him for the re-imbusement of expenses.

**19/11#174 Applications for Dispensations**  
None

**19/11#175 Report from Ross Police**  
It was reported that talks are on-going regarding antisocial behaviour and street drinking in town.  
The Mayor thanked the Police for their help at the Royal Visit on 5<sup>th</sup> November and expressed her gratitude for their assistance.  
There was a report by one of the Members of drug dealing and the Council was encouraged to report issues by phoning 101 to ensure intelligence can be gathered for appropriate action to be taken. Council was advised that passive patrols are being carried out in the area where reports of this nature have been made.

7.10pm the member of the Police left the meeting

**19/11#176 Public Participation**  
A member of the public reported on a large underground electric cable which exploded in the vicinity of his house causing an outage in town, the view was expressed of there being a lack of co-ordination between utility companies and Herefordshire Council. A question was raised in connection with works done outside when the road had to be dug up and the quality of the work which was carried out.

7.15pm the member of the public left the meeting

**19/11#177 To resolve to exclude members of the press and public**  
To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

No confidential business to report.



**19/11# 178 Full Council Meeting Minutes**

To confirm and sign the minutes of the ordinary meeting of Council held on Monday 14<sup>th</sup> October 2019.

**It was resolved to defer the signing of the minutes as they were not circulated in good time for the Councillors to review.**

**19/11#179 Committees – to receive and note the minutes of the following meetings and approve any recommendations;**

C M & T Committee	8 <sup>th</sup> October 2019	
Planning & Development Committee	15 <sup>th</sup> October 2019	
Amenities Committee	21 <sup>st</sup> October 2019	Withdrawn
Policy & Management Committee	22 <sup>nd</sup> October 2019	Withdrawn
Planning & Development Committee	5 <sup>th</sup> November 2019	Withdrawn

**RESOLVED – to receive and note the minutes as detailed.**

**19/11#180 Working Groups – to receive and note the updated schedule of proposed meetings from the relevant conveners.**

The Chairman advised Members that efforts are being made to arrange meetings and during December the Governance and Climate Change Working Groups will be meeting.

The Tourism Strategy group has met and there will be further discussions at the Community, Markets & Tourism Committee.

The Christmas Working Group is meeting next week to finalise details for the Christmas Fayre.

**RESOLVED – to receive and note the report.**

**19/11#181 Mayor's Announcements**

To receive a verbal report from the Mayor.

The Mayor reported that the visit by the Prince of Wales was an outstanding success for the town, there were over 260 people involved directly and many others who contributed to make the event so special. The day worked very well, and everyone came together for the benefit of the town, in what was a very enjoyable atmosphere. There were many people who helped within a voluntary capacity as well as individual staff members and councillors.

The Gilpin 2020 Festival is off to a great start now and hopefully the organisers can use this as a platform at the start of their commemorative year.

There have also been a number of acts of remembrance over the last few days and the Royal British Legion were thanked for their organisation of all the events as well as the members of the public who attended.

**19/11#182 Town Clerk's Report – to receive and note the update from the Town Clerk**

- NDP – the Council's preferred examiner has been appointed and the examination will commence on 25th November
- HC Consultation announcement for budget preparations – 28<sup>th</sup> November in the Library between 10 am – 2pm
- HALC Training programme in circulation – bookings being taken
- Councillor Invitation to Made in Ross Christmas Preview – 22<sup>nd</sup> November 6pm – 8pm



**19/11#183 Finance– Income & Expenditure 2019/2020**

To review the budget information for the year to date.

A question was asked regarding the expenditure for the Royal event and it was noted that, although the accounts are not yet all complete, it had been less than initially anticipated. A request has been made by the three Herefordshire Councillors in the town for HC to make a contribution towards the cost as there will be long term benefits not only to the town but to the county too. A full report will be made to Council once all the information has been collated.

**RESOLVED – to receive and note the report.**

7.35pm Councillor Ravenscroft left the meeting having declared an interest

**19/11#184 Finance – Accounts for payment**

To receive and note items of expenditure as per schedule of payments.

**RESOLVED – to unanimously receive and note the accounts for payment.**

7.36pm Councillor Ravenscroft returned to the meeting

**19/11#185 Notice of Motion received from Cllr Stark received on 31<sup>st</sup> October 2019:**

Motion on closure of Minor Injuries Unit (MIU) at Ross Community Hospital

*'On the 15 October, without any prior consultation, the Wye Valley Health Trust announced that they would be closing the Ross MIU from 4 November for the Winter period. Having fought to restore the MIU early this year, after it was similarly closed last Winter, this peremptory move on behalf of the Trust is completely unacceptable to the Town Council, as it removes a valuable needed and accessible emergency service to the residents of Ross and surrounding areas.'*

Councillors expressed strong concerns and objections about the lack of consultation with members of the public or the Council in any decision regarding the winter closure of the MIU. It was considered even more disappointing that there was an expectation, after the previous closure, the reassurances given would be acted upon. It was noted that the centralisation of services seemed to be contrary to the health strategy. Councillors felt more effort could be made to ensure that the MIU is used to its full potential rather than diverting services to Hereford which for elderly or vulnerable people causes disruption and distress due to having to travel out of town.

It was also noted that the League of Friends has worked tirelessly to raise funds for improving the facilities at the Hospital.

Proposed: Councillor Stark  
Unanimous

Seconded: Councillor Burford

**The Town Council therefore resolved;**

- a) to make its strong objections to the closure of the MIU to the Trust;
- b) to raise why, despite our protests on previous occasions, it was not consulted on this decision; and
- c) to demand an early meeting with the Trust and other local stakeholders to discuss long term options to secure sustainable minor injuries provision in the town



**19/11#186 Appointments to Committees**

To receive and accept Councillor Howson's resignation from the Community, Markets & Tourism Committee and to appoint another member to the committee.

Proposed: Councillor O'Driscoll  
Unanimous

Seconded: Councillor Utting

**RESOLVED – to appoint Councillor Taylor to the Community, Markets & Tourism Committee**

**19/11#187 Reports from official representatives on Outside Bodies**

To receive reports from Councillors appointed to represent the Town Council on the following bodies:

Basement Youth Trust	Cllrs C Bartrum, B Howson	The Trust was delighted to be part of the Royal Visit and it continues to provide high quality services to young people in Ross
Betzdorf Twinning Association	Cllr P Cutter	The visit in 2020 will take place on 29 <sup>th</sup> May – 2 <sup>nd</sup> June and it is hoped there will be a representative of the Council attending
Board of the Community Association	Cllrs K Fowler, D Lister	Nothing to report – meeting this week
Condé Twinning Association	Cllr J Roberts	2020 visit to Ross is scheduled for 17- 20 April
Education Foundation	Cllr J Roberts	Small grants were distributed to local students recently
Friends of St Mary's	Cllr C Bartrum	Nothing to report
HALC Area Committee	Cllr D Ravenscroft	The three area committees have now amalgamated
HALC Executive	Cllr D Ravenscroft	A written report was circulated in advance
Namutumba Twinning Association	Cllr J Roberts	The link with Walford School proved to be a highlight of the recent Royal Visit
Parochial Church Council	Cllr R Taylor	Nothing to report – meeting this week
Ross Business Association	Cllr T Burford	Nothing to report – meeting this week
Ross Charity Trustees	Cllrs P Cutter, J Roberts	Nothing to report
Ross Community Development Trust	Cllr E O'Driscoll	Further work has been done with making sure the Trust is properly set up. A major bid is being put together and the outcome will be made known once known.
RCLCUC	Cllr Burford	The group was very happy to be involved with the Royal Visit and they have reached a 2019 target of 1000 bags of litter already
Ross Fairtrade Group	Cllr B Pope	Nothing to report
Ross in Bloom	Cllr T Burford	A number of meetings have already taken place and there is a core of volunteers already in place. Sponsorship is being sought for future projects
Ross Library Development Group	Cllr E O'Driscoll	A few events have taken place recently including some for children in half term and a good programme of talks has been organised
Ross Sports Club	Cllrs D Ciolte, J Winder	Nothing to report
Town Team	Cllr T Burford	Nothing to report
Tudorville & District Community Centre	Cllr P Symonds	Nothing to report
Walkers are Welcome	Cllr R Taylor	200+ walkers at their last event and there is a forthcoming meeting planned

**RESOLVED – to receive and note the report.**

**19/11#188 Correspondence for consideration and response.**

Herefordshire Council – Notification of outcome regarding the recent consultation on the Review of Polling Districts, Polling Places and Polling Stations  
[www.herefordshire.gov.uk/pollingreview](http://www.herefordshire.gov.uk/pollingreview)



**RESOLVED – to receive and note the outcome of the consultation.**

**19/11#189 In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 19/11 #177 above refers)**

**Commercial in Confidence**

No confidential business to be discussed.

There being no further business the meeting closed at 8.10pm

  
.....  
Chairman

9/DEC/2019  
.....  
Date

**Diary Engagements: 15<sup>th</sup> October – 11<sup>th</sup> November 2019**

**Mayor**

<b>Start</b>	<b>Subject</b>	<b>Location</b>
Mon 14/10/2019 10:00	Royal Visit Briefing	Council Chamber
Wed 16/10/2019 13:15	Royal Visit Briefing	Council Chamber
Thu 24/10/2019 12:00	Royal Visit Briefing	Council Chamber
Thu 24/10/2019 18:00	Open Evening at John Kyrle High School	Ross-on-Wye
Sat 26/10/2019 11:00	RBL Memorial Planter Market Place-Mayor Plants First Cross	Ross-on-Wye
Sat 02/11/2019 12:00	Royal Visit Briefing	St Mary's Church
Tue 05/11/2019 10:00	Royal Visit	Market Place
Wed 06/11/2019 13:00	Woodside Day Care	Ross-on-Wye
Thu 07/11/2019 11:45	Chelsea Pensioners Memorial	Ross-on-Wye
Sun 10/11/2019 10:45	Remembrance Sunday Service at the Prospect Gardens War Memorial	Ross-on-Wye
Mon 11/11/2019 10:45	RBL Armistice Day Flag Raising	Market Place

**Deputy**

<b>Start</b>	<b>Subject</b>	<b>Location</b>
Sat 19/10/2019 18:00	Bromyard & Winslow Mayors Charity Diner	Bromyard
Tue 05/11/2019 10:00	Royal Visit	Market Place



# Ross-on-Wye Town Council

**Minutes of the meeting of the Full Council**  
held on Monday 9<sup>th</sup> December 2019 at 7.00pm  
at The Corn Exchange, High Street, Ross-on-Wye, Herefordshire, HR9 5HL

Present: Councillor J Roberts – Chairman  
Councillors C Bartrum, K Fowler, I Gumm, D Lister, B Pope, D Ravenscroft, L Stark,  
P Symonds, R Taylor, J Utting and J Winder

In attendance: Mrs. S Robson - Town Clerk

There were two members of the press present, one member of the public and two members of the Police.

**19/12#190 Apologies for Absence**

Councillors T Burford, D Ciolte, S Cole, P Cutter, B Howson and E O'Driscoll,

**19/12#191 Declarations of Interest**

None declared.

**19/12#192 Applications for Dispensations**

None

**19/12#193 Report from Ross Police**

An opportunity was given to introduce the new PCSO for Ross-on-Wye. The Council was informed that additional patrols have been requested at the Market House and Skatepark due to recent events of vandalism and anti-social behaviour. It was noted that the Ropewalk Playground has had a skip set alight over the weekend. An update was requested about the PSPO to prohibit alcohol and whether that was now being acted on, it was noted that complaints are down which might be due to the winter season. An initiative will begin again in the Spring and evidence is being sought in efforts to tackle people causing long term issues. It was reported that antisocial behaviour at The Avenue has died back recently, there is a review due in the new year to gauge what improvements have been seen.

7.10pm the members of the Police left the meeting

**19/12#194 Public Participation**

None


**19/12#195 To resolve to exclude members of the press and public**

To agree any items to be dealt with after the public (including the press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

Proposed: Councillor Winder  
Unanimous

Seconded: Councillor Pope

**RESOLVED – that agenda item 19/12#209 – ‘Commercial in Confidence’ be treated as confidential and be dealt with after the Public (including the Press) have been excluded.**

  
13/1/20

**19/12# 196 Full Council Meeting Minutes**

To confirm and sign the minutes of the ordinary meetings of Council held on Monday 14<sup>th</sup> October 2019 and 11<sup>th</sup> November 2019.

**RESOLVED – that the minutes of the ordinary meetings of Council held on Monday 14<sup>th</sup> October 2019 and 11<sup>th</sup> November 2019 be signed as a correct record.**

**19/12#197 Committees – to receive and note the minutes of the following meetings and approve any recommendations;**

Amenities Committee 21<sup>st</sup> October 2019

**RESOLVED - to make a recommendation to Full Council for adoption of the kiosk and to approve the expenditure to a maximum of £3000 to install a defibrillator. A volunteer was called for to carry out the weekly checks.**

There were some concerns expressed that whilst the defibrillator was a good idea the suitability of the location should be reconsidered in light of the other defibrillators located in this part of town. It was proposed the Committee should look for an alternative site and the possibility that the funding might be applied for through another organisation that offers grants.

Proposed: Councillor Roberts  
Unanimous

Seconded: Councillor Stark

It was agreed to refer this back to the Amenities Committee to consider mapping out where the need is greatest, through talking with healthcare professionals and whether there would be a better suited location. The Committee was also tasked with ensuring there was money set aside in a budget if the project is to proceed.

Policy & Management Committee 22<sup>nd</sup> October 2019

Planning & Development Committee 5<sup>th</sup> November 2019

Amenities Committee 18<sup>th</sup> November 2019

Finance & Personnel 19<sup>th</sup> November 2019

Planning & Development Committee 26<sup>th</sup> November 2019

C M & T Committee 3<sup>rd</sup> December 2019 - withdrawn

**RESOLVED – to receive and note the minutes as detailed.**


**19/12#198 Working Groups – to receive and note the updated schedule of proposed meetings from the relevant conveners.**

**RESOLVED – to note that all Working Group meetings are in hand.**

**19/12#199 Mayor's Announcements**

To receive a verbal report from the Mayor.

The Mayor reported she was disappointed that a work commitment had taken her away from Ross for the Christmas Fayre, congratulations were offered to the Working Group for their hard work and efforts on putting on such a special event. It was much appreciated by the people of Town.

  
13/11/20

It was reported that a letter had been received from Clarence House following the recent royal visit to thank the Town for all its efforts and the warm reception HRH, the Prince, received. Special thanks were given to the Clerk and the Deputy for their hard work and appreciation was given to the presentation by the school children of the hamper.

The Chairman reported that an Extra ordinary meeting of the Council has been called as there have been a positive reception from the Wye Valley Trust to come and talk about the winter closure of the MIU in Ross.

Members, the public and press were invited to join the Mayor for seasonal refreshments after the meeting.

**19/12#200 Town Clerk's Report – to receive and note the update from the Town Clerk**

- NDP Examination in hand, clarification sought on a number of aspects and policies contained in the submission
- Christmas Closures, the office will close to the public after Monday 23<sup>rd</sup> December and re-open on Thursday 2<sup>nd</sup> January. Some staff have elected to take additional leave to extend their holidays, other staff will be working but the office will remain closed to the public. The Amenities staff have split rosters to ensure skeleton cover over the period with the exception of the three public holidays. The toilets will close only on 25<sup>th</sup> December and remain open for the rest of the holidays.

**19/12#201 Finance– Income & Expenditure 2019/2020**

To review the budget information for the year to date.

**RESOLVED – to receive and note the report.**

**19/12#202 Finance – 2019/2020**

To review and confirm schedule of payments for 2nd quarter for Direct Debits, BACS payments and manual cheques.

**RESOLVED – to receive and note the report.**

**19/12#203 Finance – Accounts for payment**

[Local Government Act 1972 s150 \(5\)](#)

To receive and note items of expenditure paid since the last meeting and approve schedule of updated payments.

**RESOLVED – to receive and note the report.**

**19/12#204 To review the outcomes of the Council 'Away Day' and consider the priorities identified and approve proposed next steps towards further action.**

The Chairman advised that it was her desire not to hold up progress on this but that it was important to fully understand the implications of the workload in relation to the proposed schedule of projects. The Council was asked for its acceptance of the priorities and to endorse them for further work to start.

It was suggested that the Mission Statement be referred to the Policy & Management committee for its approval with a recommendation back to Full Council for acceptance.

Each of the nine highest scoring items were put to the Council to give its authority for work to commence and those needing further actions were agreed as per the timetable in the report.

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Winder

**RESOLVED – to refer the proposed Mission Statement for consideration by the P&M Committee and to endorse each of the nine priorities and agree the milestones set out in the Report and conclusions.**

  
13/1/20

**19/12#205 Wye Valley AONB Consultation**

To consider the Council's formal response to the Draft Management Plan 2020-2025 [Deadline 6<sup>th</sup> January].

The Council noted there are some items in the Draft Consultation outside of its control but many of the aspirations are already held by the Council. The Council agreed the draft document is comprehensive in its approach to managing the AONB. It was reported this interim review is intended to be a light touch review and is a useful document which can be referred to when making decisions and in ensuring the framework is consensual for a more joined up approach with other stakeholders. Councillor Taylor was thanked for his work reviewing and summarising the document.

Proposed: Councillor Utting  
Unanimous

Seconded: Councillor Symonds

**RESOLVED – that this Council is supportive of the Management Plan and approve it without amendment.**

**19/12#206 Citizens Advice Bureau**

To consider and note the reports detailing information about the 1-2-1 advice consultations funded through the contribution made by the Town Council.

The Council noted the detailed reports which had been circulated and commented how positive it was to see several new local recruits were being trained as advisors. A question was asked about the vacant sessions and whether there was enough capacity to ensure all available appointments are filled. It was agreed to invite a representative of the CAB to the June meeting to give a report and to enable the Council an opportunity to review its financial commitment.

**RESOLVED – to receive and note the report.**


**19/12#207 Notice of Motion received from Councillor C Bartrum on 26<sup>th</sup> November 2019 that 'this Council congratulates the Ross Walkers Are Welcome group on the tenth anniversary of its foundation and thanks them for all the excellent work they do in promoting Ross-on-Wye as a tourist destination'.**

The Council was reminded of the positive amount of community involvement and how much the voluntary sector does for the town. Residents of the town and the Council Members should appreciate one of the advantages of Ross is the myriad of community groups, that function not for publicity or financial benefit but through a desire to make Ross better. Walkers are Welcome has been active in Ross for 10 years and have organised successful walking festivals which have brought people into town from all over the world. This helps the local economy and is a shining example of a group which has made up financial losses that have been suffered through the years of austerity and is adding value to the town and building the community.

Proposed: Councillor Bartrum  
Unanimous

Seconded: Councillor Symonds

**RESOLVED – to congratulate the Ross Walkers Are Welcome group on the tenth anniversary of its foundation and thank them for all the excellent work they do in promoting Ross-on-Wye as a tourist destination.**

  
13/11/20



**19/12#208 Reports from official representatives on Outside Bodies**

To receive reports from Councillors appointed to represent the Town Council on the following bodies:

Basement Youth Trust	Cllrs C Bartrum, B Howson	An invitation was given to Councillors to attend a session in the new year to see the work being done
Betzdorf Twinning Association	Cllr P Cutter	Plans are underway for the visit to Germany next year
Board of the Community Association	Cllrs K Fowler, D Lister	Work on the building is continuing with the toilets having been upgraded recently
Condé Twinning Association	Cllr J Roberts	Preparations for the visit to Ross in April are in hand
Education Foundation	Cllr J Roberts	A number of grants have been issued
Friends of St Mary's	Cllr C Bartrum	Nothing to report
HALC Area Committee	Cllr D Ravenscroft	Nothing to report
HALC Executive	Cllr D Ravenscroft	The AGM took place recently with a few interesting speakers
Namutumba Twinning Association	Cllr J Roberts	Nothing to report
Parochial Church Council	Cllr R Taylor	Nothing to report
Ross Business Association	Cllr T Burford	Not present
Ross Charity Trustees	Cllrs P Cutter, J Roberts	Nothing to report
Ross Community Development Trust	Cllr E O'Driscoll	The first Neighbourhood Buddy training event took place and it was well supported, more volunteers are needed to launch the Good Neighbour Scheme in the New Year
RCLCUC	Cllr Burford	Not present
Ross Fairtrade Group	Cllr B Pope	Participation in the Christmas Tree Festival went well
Ross in Bloom	Cllr T Burford	Not present
Ross Library Development Group	Cllr E O'Driscoll	Things are progressing well
Ross Sports Club	Cllrs D Ciolte, J Winder	Nothing to report
Town Team	Cllr T Burford	Not present
Tudorville & District Community Centre	Cllr P Symonds	Meeting this week
Walkers are Welcome	Cllr R Taylor	Report already made

**RESOLVED – to receive and note the report.**

8.20pm Members of the public and press left the room

**19/12#209 In view of the confidential nature of the business to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 19/12 #195 above refers)**

**Commercial in Confidence**

Members were updated on the correspondence received in relation to a recent approach for land acquisition.

A verbal update was given in relation to the transfer of land to the rear of the Larruperz.

**RESOLVED – to note and accept the verbal report and confirm the contents.**

There being no further business the meeting closed at 8.22 pm

  
.....  
Chairman

13/1/2020  
.....  
Date

**Diary Engagements: 12<sup>th</sup> November 2019 – 9<sup>th</sup> December 2019**

**Mayor**

<b>Start</b>	<b>Subject</b>	<b>Location</b>
Wed 13/11/2019 11:00	Ross Meeting Centre	Ross-on-Wye
Thur 14/11/2019 17:30	Friends of Ross Hospital AGM	Ross-on-Wye
Sun 01/12/2019 18.30	18 'Light up a life' service	St Francis Church
Tue 03/12/2019 10:00	Meeting with Ross Care Group	Corn Exchange

**Deputy**

**Location**

<b>Start</b>	<b>Subject</b>	<b>Location</b>
Sat 23/11/2019 15:30	Bromyard and Winslow Annual Christmas Lights Switch On	Bromyard
Sun 24/11/2019 10:00	Ross Christmas Fayre and Christmas Lights Switch On	Ross-on-Wye
Mon 25/11/2019 14:30	Chairman's Meeting	Shire Hall