



# Ross-on-Wye Town Council

## **Minutes of the ordinary meeting of the Management Committee**

Held on Monday 8<sup>th</sup> April 2024 at 7.00 pm  
At the Town Hall, Cantilupe Road, Ross-on-Wye. HR9 7AN

Present: Councillors J Utting (Chair), C Bartrum, M Boylan, D Ciolte, V Coker,  
L Delves, K Fowler, E O'Driscoll, L Stark,  
J Vidler, and J Winder.

In attendance: Mrs C Boyles – Town Clerk and CSO Denton.

There were no members of the public, and one member of the press present

### **M24/04#44 Apologies for Absence**

[Local Government Act 1972 S85 \(1\)](#)

Councillors S Foreman, S Freer, C Lodea, D Lister, B Pope, M Setchfield and R Taylor.

**RESOLVED: To accept the apologies given.**

### **M24/04#45 Declarations of Interest**

[Local Authorities \(Model Code of Conduct\) Order 2007 SI No. 1159](#)

Councillor V Coker declared a Schedule 2 interest in item M24/04#58 due to a grant payment being made to Ross Beerfest.

### **M24/04#46 Applications for Dispensations**

None

### **M24/04#47 To consider a request from Cllr Corina Lodea to approve a leave of absence from Council business**

Proposed: Cllr C Bartrum

Seconded: Cllr D Ciolte

For: 10

Against: 0

Abstention: 1

**RESOLVED: To accept the leave of absence request for a period of six months from the 8<sup>th</sup> April 2024 for Councillor Corina Lodea.**

### **M24/04#48 Report from Ross Police**

*To receive a verbal report from a representative of the Safer Neighbourhood Team (for information only).*

CSO Denton provided an update on local policing matters and reported that anti-social behaviour appeared to have reduced lately. There would be two new police officers for the area shortly. Due to staffing, it wasn't always possible for a Police representative to be in attendance at Town Council meetings, but a written report could be provided when there was nobody available to attend in person.

7.15pm CSO Denton left the meeting.

**M24/04#49 Herefordshire Councillor Ward Enquiries**

*Town Council Members to raise issues with the Ward Councillors, on matters to be dealt with at County level.*

Cllr Boylan had been made aware of several instances of no fault evictions in Ross recently and they all related to private landlords. She asked what could be done to ensure housing in Ross is fit for human habitation. Cllr Stark advised that Hayley Crane, the housing officer should be informed, along with reporting any issues to the Environmental Health department.

Cllr Delves queried the closure of the footpath on Archenfield Road, opposite the end of Middleton Avenue. Cllr Stark would make enquiries.

**M23/04#50 Public Participation**

*Standing Orders Clause 3 (e, f, g & h)*

None.

**M24/04#51 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.*

There was no confidential business to be transacted.

**M24/04#52 Management Committee Meeting Minutes**

*Local Government Act 1972 schedule 12 para 41(1)*

*To confirm and sign the minutes of the ordinary meeting of the Management Committee held on Monday 11<sup>th</sup> March 2024*

**RESOLVED: That the minutes of the ordinary meeting of the Management Committee held on Monday 11<sup>th</sup> March 2024 be signed as a correct record.**

**M24/04#53 Sub-Committees**

*To receive and note the minutes of the following meetings and approve any recommendations;*

Communities, Markets & Tourism Sub-Committee 12<sup>th</sup> March 2024

Proposed: Cllr E O'Driscoll

Seconded: Cllr L Delves

Unanimous

**RESOLVED: To recommend approval to Management Committee for a Ross 10K Run Working Group be created, with Terms of Reference to be drafted by the proposed working group and proposed membership to consist of Cllr J Vidler, Cllr J Winder and Cllr D Lister**

Planning & Development

26<sup>th</sup> March 2024

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

**M24/04#54 Working Groups**

i) Climate & Eco Emergency Working Group

**Notice of Motion received from Cllr R Taylor on the 5<sup>th</sup> March 2024;**

*Motion for the Rivers and Oceans.*

*Ross-on-Wye Town Council has stewardship of a relatively small section of the River Wye. It has a responsibility to protect the river, to enhance the habitat, and to educate everyone involved. What happens here eventually has an impact on the ocean.*

*It is proposed that this Committee resolves that the following aims are adopted;*

*Aim 1 : To eliminate pollution by sewage, chemicals and plastic.*

*Aim 2 : To restore natural habitats.*

*Aim 3 : To protect the river banks as a wildlife corridor.*

This was deferred until the next meeting, due to Cllr Taylor's absence.

- ii) *To receive and note the updated schedule of meetings from the relevant conveners*

<b>Working Group</b>	<b>Parent Committee</b>	<b>Convenor</b>	<b>Last/Next Meeting Held</b>
Climate & Eco Emergency	Management	Cllr Taylor	Not known.
Play Strategy	Amenities	Cllr Pope	Not known.
Market House Phase II	Finance & Property	Cllr Utting	Scaffolding currently being erected and plans to accommodate the markets taking place during the works were underway.
Refresh Ross	Communities, Markets & Tourism	Cllr Winder	The next meeting would need to be rescheduled due to Cllr Winder's availability.
John Kyrle 300 <sup>th</sup> Anniversary	Communities, Markets & Tourism	Cllr O'Driscoll	Plans were progressing well.
Local Plan Working Group	Planning & Development	Cllr Delves	Meeting scheduled for the 19 <sup>th</sup> April.
Skate Park Working Group	Amenities	Cllr O'Driscoll	Report has been prepared for the Amenities meeting on the 15 <sup>th</sup> April. Herefordshire Council have appointed a project manager.

**M24/04#55 Mayor's Announcements** (for information only)

[a full list of engagements is appended to the minutes]

*To receive a verbal report from the Mayor*

The Mayor reported that he had attended the open evening of Made in Ross at The Corn Exchange and the Great Bunny Bake Off Easter event. He encouraged members to attend his upcoming quiz night on the 26<sup>th</sup> April, to be held at the Larruperz Centre, tickets available from the Town Council offices.

**RESOLVED: To receive and note the report.**

**M24/04#56 Town Clerk's Report** (for information only)

*To receive and note the verbal update from the Town Clerk*

- The company who run the Shopwatch scheme had been in touch about possible reinstatement of the scheme in Ross and had been passed on to the RBA to gauge interest.
- Lloyds Bank had announced the Ross branch would be closing in December 2024, but they would be providing a Community Banker to support customers after the branch closes.
- The Herefordshire Local Plan Regulation 18 consultation had now been launched and the invitation to the launch event had been circulated to Councillors.

- BT had responded on the 19th March 2024 to the request for a review of the decision to remove two payphones to confirm that as per Ofcom's guidance, the review will be conducted by a senior manager, unconnected to the original decision. They would aim to complete the review and share their final decision within 28 days.

**RESOLVED: To receive and note the report.**

**M24/04#57 Finance– Income & Expenditure 2023/2024**

*To review the budget information for the year to date.*

**RESOLVED: To receive and note the report.**

**M24/04#58 Finance – Accounts for payment** [Cheque signatories to be Cllrs Coker & Bartrum]

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

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

**RESOLVED: To receive and note the report.**

**M24/04#59 Health & Safety**

*To receive a verbal update on the application of the Council's Health & Safety Policy, consider any outstanding actions from the Audit and to report any accidents or near misses.*

A report on behalf of the Operations Manager confirmed there were no accidents and one near miss, when removing signage at the Market House, a sign almost fell. The toolbox talk this month had been on spillage.

**RESOLVED: To receive and note the report.**

**M24/04#60 Application to close St Mary's Churchyard, Ross-on-Wye** (enclosed)

- i) *To receive notification of an application by St Mary's to close the remaining open sections of St Mary's Churchyard*
- ii) *To consider whether the Town Council has any objections to the grounds cited for closure*
- iii) *To agree any further action required at this time*

Should the application be successful, any decision on responsibility for the Closed Churchyard would be considered by Full Council, however it was noted that the application stated the overall condition of the Churchyard was good, but members disagreed. Cost estimates for maintenance would be investigated for information to be considered by Full Council.

Proposed: Cllr J Utting  
Unanimous

Seconded: Cllr E O'Driscoll

**RESOLVED: To confirm to St Mary's Church that the Town Council has no objection to the reason cited in the proposed application, that there is no proper room for new graves, however Cllr Stark advised that a meeting in 2023 held between himself, the previous Town Clerk and Church representatives, information provided had suggested a period of around five years before the Churchyard was full. For the Town Council's records, details of current occupancy details would be requested.**

**M24/04#61 Notice of Motion received from Cllr John Winder on 18<sup>th</sup> March 2024**

*To investigate how the council can facilitate the establishment of a Community Banking Hub in Ross and to discuss options for increasing access to banking services in the town.*

**RESOLVED: That Cllr J Winder investigate options further for consideration at a future meeting.**

**M24/04#62 CCTV**

*To receive an update on CCTV monitoring and capital grant funding and consider approval of expenditure and action required.*

Despite a further meeting, no solution to funding the shortfall towards the monitoring of the CCTV from 2025 had been found, but a further stakeholder meeting was due to be arranged. The Safer Streets 5 projects had been given approval for a revised completion date of 31<sup>st</sup> March 2025. The fused power supply at Wye Street toilets had been installed in readiness for installation of the camera at the Bandstand. The clerk had requested an update on installation, but this was still awaited. The remainder of the Safer Streets 5 projects had included cameras at the skate park and Ropewalk, however Herefordshire Council had indicated that only two of the three cameras would be installed and this had been queried. Herefordshire Council had requested confirmation of match funding from the Town Council, but they were currently awaiting confirmation of final costs in order to confirm the level of match funding required.

**RESOLVED: To carry over the capital CCTV budget of £21,000 (4802/392) for 2023/2024 to ensure funding is available for 2024/2025, once costs had been confirmed.**

**M24/04#63 To consider an application from Ross in Bloom for grant funding of £1,500 towards Ross in Bloom from the CM&T Sub-Committee Town Events Budget, carried forward from 2023/2024**

Members discussed the grant application, however it was agreed that there was insufficient detail in the application.

**RESOLVED: To contact Ross in Bloom for more details. Once the cost of the initial outlay was known, then some funds could be released and authority was delegated to the Town Clerk to determine this, within the parameters agreed. The £1,500 from the Town Events budget would be carried forward to 2024/2025, but the funding could only be released once full details had been completed in the grant application form.**

8.26pm Cllr D Ciolte left the meeting.

**M24/04#64 Ross-on-Wye Civic Award**

To agree the title for the new Civic Award to be launched at the Annual Town Meeting

Proposed: Cllr E O'Driscoll  
Unanimous

Seconded: Cllr M Boylan

**RESOLVED: That the new civic award be called the Kyrle Civic Award – for invaluable contribution to the community life of Ross-on-Wye.**

**M24/04#65 Official Representatives on Outside Bodies**

i) *To consider the appointment of a member to the HALC Executive Committee*

**RESOLVED: That Cllr S Foreman remain as the HALC representative until representatives are reappointed.**

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

Ross Community Litter Clear Up Crew	Cllr Winder	Litter pick on Friday 12 <sup>th</sup> April 2024 at 10am, Tudorville.
Rural Market Town Group	Cllr Stark	Online meeting attended. Many of the councils involved were much larger and membership may need to be reviewed when it is due for renewal.

**RESOLVED: To receive and note the report.**

**M24/04#66 To confirm date of next scheduled meeting and propose items for consideration.**

Full Council meeting – Monday 13<sup>th</sup> May 2024.

Cllr Taylor’s motion, Cllr Winder’s motion, Market House and Markets update, Local Plan Consultation representation, appointment of representatives including new appointments for Ross Tourism Association and @ The Hub.

There being no further business, the meeting closed at 8.42 p.m.

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Chairman

.....  
Date

**Mayor/Deputy Mayor Diary Engagements: 12<sup>th</sup> March – 8<sup>th</sup> April 2024**

<b>Mayor</b>		
<b>Start</b>	<b>Subject</b>	<b>Location</b>
Weds 20th March, 18:00	Made in Ross re-opening	Ross-on-Wye
Sat 23rd March, 15:00	Declaration of new High Sheriff	Hereford
Thurs 28th March, 18:00	Ross Town Council volunteer thank you event	Ross-on-Wye
Sat 30th March, 12:00	Great Bunny Bake Off Event	Ross-on-Wye