



**Parish Councillors are summoned to attend a Meeting of Fownhope Parish Council at Fownhope Pavilion on Wednesday 1st November 2023 at 7.00pm.
The Public and Press are cordially invited to attend.**

- | | | |
|-----|---|----------------------------|
| 1) | To accept apologies for absence | KB |
| 2) | To Receive any Declarations of Interest and Requests for Dispensations | KB |
| 3) | Open Session:
a) To receive report from the Ward Councillor
b) To receive representations from the Public | GB
KB |
| 4) | To approve the Minutes from the Parish Council Meeting on 4th October 2023 | KB |
| 5) | To Ratify Comments Submitted under Delegated Powers on Planning Applications for Determination by Herefordshire Council:
a) 232912: Westholme, Fownhope, HR1 4NN. Works to Trees in a Conservation Area. Support.
b) 232943: Rockhurst, Fownhope, HR1 4NX. Works to Trees in a Conservation Area. Support. | FH
FH |
| 6) | To Note Report on Planning Decisions Made by Herefordshire Council | KB |
| 7) | To Consider Other Matters related to Planning:
a) 232195: Land adjacent to Fownhope Medical Centre: to consider footpath surfacing, provision of streetlighting and update following meeting with Case Officer and agree action as required
b) To consider a review of the Neighbourhood Development Plan and agree action
c) To note Herefordshire Local Plan 2021-2041 update: Brownfield Land Assessment Call for Sites 2023 | KB
KB
KB |
| 8) | Finance:
a) To receive financial report and agree actions as required
b) To consider granting authority to the Investment Advisory Group to act without approval of full council in the event an urgent transaction is required to safeguard public funds
c) To consider a further RoSPA weekly inspection report sheet for the Skateboard Ramp at a cost of £30 plus VAT
d) To consider annual renewal of Herefordshire Green Network membership at a cost of £50.00
e) To ratify payments made between meetings (below in red) and approve invoices to be paid (below in black) | HT
KB
HT
KB
KB |
| 9) | Policy and Procedures:
a) To consider and approve a Planning Policy
b) To clarify delegated powers to Clerk for current 4-year term (2023-2027) | KB
KB |
| 10) | Village Walk-round:
a) To consider conclusion of the village assessment and agree next steps | KB |
| 11) | Highways:
a) To receive report and agree any works to be undertaken
b) To receive update on Traffic Calming Scheme and agree action as required
c) To consider roadside parking outside the West End Stores and agree action as required | KB
KB
KB |

12)	Environment: a) To receive a report from the Environment Group and agree action as required	GW
13)	Footpaths: a) To receive report and agree any works to be undertaken	WM/TJ
14)	FRFA/Recreation Field: a) To receive report on FRFA matters and agree action as required b) To consider plans for the patio improvements at the Pavilion and agree action as required	MS MS
15)	Working Groups: a) To appoint members to serve on the under-mentioned Working Groups as required: 1) Highways 2) Environment (to include Common Land Working Group) 3) Planning (to include FNP Annual Monitoring) 4) Footpaths 5) Finance (to include Investment Advisory Group) 6) Employment 7) Volunteer Support Group 8) Emergency Planning (Community Resilience Plan) 9) Forward Plan 10) Playground Redevelopment	KB
16)	Parish Matters: To consider provision of Warm Space at Faulkner House this winter	KB
17)	Clerk Report: To consider report	HT
18)	To Note the Date of the Next Meeting: a) To note date and agenda items for the next meeting: Wednesday 6 th December 2023 b) To note the date of HALC's AGM: Thursday 23 rd November 2023, 7pm, Venue TBC	KB KB
19)	To consider Agenda Items for the Next Meeting: a) To receive and consider update concerning Playground S106 programme b) To consider and approve the updated Risk Register c) To receive and consider update on voluntary registration of Tan Brook Land Ownership	KB

Payments to be approved:					
Payee	Details	Budget Heading	Excl. VAT	VAT	Total amount
Helen Tinson	Reimbursement of Expenses: Refreshments for Coronation Walk	Community Engagement	188.34	-	188.34
Suzi Bruce	Grass Cutting, Strimming, Signage cleaning	Lengthsman, Grass Cutting	190.00	-	190.00
Nick Maddy Coaches	Ross Bus October	Bus Service	90.00	-	90.00
FRFA	Pavilion October	Meeting Room Hire	20.00	-	20.00
FNMH	Memorial Hall Hire 8/10/23	Community Engagement	48.00	-	48.00
Helen Tinson	Reimburse Expenses: Squarespace website hosting	Website	204.00	40.80	244.80
Helen Tinson	Clerk Salary (October 2023)	Clerk Salary	851.90	-	851.90
Fownhope Flag	Centre Page Supplement October	Community Engagem't	61.75	-	61.75
Phil Oakley	Hedge Trimming Biggs Lane	Parish Maintenance	85.00	-	85.00
HALC	In House Training 20/9/23	Training	226.48	45.29	271.77
Stuart Eames	Reimburse Expenses: SID battery	Traffic Calming	114.00	22.80	136.80
Stuart Eames	Reimburse Expenses: Paint	Parish Maintenance	40.00	-	40.00
Stuart Eames	Reimburse Expenses: Rails	Parish Maintenance	39.92	7.99	47.91