



**Parish Councillors are summoned to attend a Meeting of Fownhope Parish Council at Fownhope Pavilion on Wednesday 12<sup>th</sup> July 2023 at 7.00pm. The Public and Press are cordially invited to attend.**

- |     |  |  |
|-----|--|--|
| 1)  | <b>To note the resignation of Cllr Stuart Eames and elect a new Chairman and Vice Chairman</b>   | KB                                     |
| 2)  | <b>To accept apologies for absence</b>   | KB                                     |
| 3)  | <b>To Receive any Declarations of Interest and Requests for Dispensations</b>  | KB                                     |
| 4)  | <b>Open Session:</b><br>a) To receive report from the Ward Councillor<br>b) To receive representations from the Public   | GB<br>KB                               |
| 5)  | <b>To approve the Minutes from the Parish Council Meeting on 7<sup>th</sup> June 2023</b>  | KB                                     |
| 6)  | <b>Finance and Policy:</b><br>a) To receive financial report and agree actions as required<br>b) To receive update and appoint two new bank signatories<br>c) To appoint new members to the FWG, or approve a temporary reduction in quorum<br>d) To receive and consider report on Playground S106 money<br>e) To ratify payment made between meetings to Tarmacadam Driveways (expenditure approved 1/2/23 minute reference 257/02/2223 and 1/3/23 minute reference 262/03/2223)<br>f) To note and approve invoice of £20.00 for supply and installation of Coronation Walk Pointer (from FiPL funding)<br>g) To ratify payments made between meetings (below in red) and approve invoices to be paid (below in black) | HT<br>KB<br>KB<br>KB<br>HT<br>KB<br>KB |
| 7)  | <b>Highways:</b><br>a) To receive report and agree any works to be undertaken<br>b) To receive report from the B4224 Strategy Group Meeting on 26/6/23<br>c) To consider and agree Lengthsman Scheme 2023-24 and Annual Maintenance Plan   | KB<br>KB<br>KB                         |
| 8)  | <b>Environment:</b><br>a) To receive a report from the Environment Group and agree action as required<br>b) To receive report on grass cutting at Scotch Firs and agree action as required<br>c) To consider the Annual Tree Survey and agree action as required<br>d) To consider weeds growing along the B4224 and Common Hill Lane brook and agree action as required   | GW<br>KB<br>KB<br>KB                   |
| 9)  | <b>Footpaths:</b><br>a) To receive report and agree any works to be undertaken   | TJ/WM                                  |
| 10) | <b>To Comment on Planning Applications for Determination by Herefordshire Council:</b><br>a) 231795, Capler Court, HR1 4PJ. Works to Trees in a Conservation Area.<br>b) 231690 & 1 LBC, 2 Fownhope Court, HR1 4PB. Proposed installation of solar panels on the flat and pitched roofs of existing house including the extension which already has permission to be built.<br>c) 231704 & 5 LBC, Stone House, HR1 4PJ. Proposed replacement extension and alterations to out buildings.   | KB<br>KB<br>KB                         |

	d) 231599, Fownhope House, HR1 4PE. LBC. Replace five windows to front elevation with timber windows to match existing incorporating double glazed units in cream. Remove five courses of brickwork to chimney and rebuild. Rebed cowl and flaunch new concrete on top of chimney. Rake out rest of chimney breast and original gable end of main house and repoint using hydraulic lime mortar.	KB
11)	<b>To Note Report on Planning Decisions Made by Herefordshire Council:</b> a) 230505, Land adjacent to Springfield, Capler Lane, HR1 4PJ. Proposed new dwelling. Refused.	KB
12)	<b>To Consider Other Matters related to Planning</b> a) To receive update on the Dark Sky Deed of Covenant and note additional legal fees to be settled by MF Freemans b) To consider making a response to Woolhope Parish Council's NDP Regulation 14 Consultation c) To note the Herefordshire Minerals & Waste Local Plan Main Modifications Consultation	KB KB KB
13)	<b>FRFA/Recreation Field:</b> a) To receive report on FRFA matters and agree action as required b) To consider the CCTV Policy as proposed by the FRFA	MS MS/KB
14)	<b>Community:</b> a) Coronation Booklet: to receive update and agree action as required b) Wye Valley AONB: to consider a "Living in the Wye Valley AONB" information document	KB KB
15)	<b>Next Meeting:</b> a) To note date and agenda items for the next meeting: Wednesday 6 <sup>th</sup> September 2023 <ul style="list-style-type: none"> <li>To consider voluntary registration of Tan Brook Land Ownership and agree action</li> <li>To consider and approve Risk Management Policy and Risk Register</li> </ul>	KB

<b>Payments to be approved:</b>					
Payee	Details	Budget Heading	Excl. VAT	VAT	Total amount
Kevin Braybrook	Reimburse Expenses (padlocks for gates)	Lengthsman Materials	20.83	4.17	25.00
HALC	Internal Audit	Audit	220.00	44.00	264.00
Nick Maddy Coaches	Ross and Ledbury Bus June	Bus Service	180.00	-	180.00
FRFA	Pavilion June	Meeting Room Hire	60.00	-	60.00
Herefordshire Council	Church Croft Sign	Parish Improvements	41.34	8.27	49.61
Cloud Next	Email Upgrade pro rata	Website	49.72	9.94	59.66
Suzi Bruce	Replace Gates	P3	449.30	9.86	459.16
Suzi Bruce	Grass Cutting, Sediment Pit, Biggs Lane	Grass Cutting & Lengthsman	155.00	-	155.00
Suzi Bruce	Grass Cutting & Footpath maintenance	Grass Cutting & P3	130.00	-	130.00
Suzi Bruce	Strimming BMX Track	Lengthsman	65.00	-	65.00
Nick Kingsford	Coronation Walk Pointer	From FiPL Grant Funding	20.00	-	20.00
Helen Tinson	Clerk Salary (June 2023)	Clerk Salary	852.10	-	852.10
HMRC	PAYE/NIC (April/May/June)	Clerk Salary	771.17	-	771.17
Helen Tinson	Reimburse Expenses (April/May/June)	Clerk Expenses	211.07	15.30	226.37
Helen Tinson	Work from Home Allowance (April/May/June)	Clerk Expenses	78.00	-	78.00
Adrian Hope Tree Svcs	Annual Tree Survey	Tree Survey	TBC	TBC	TBC
Wye Usk Foundation	Donation Spraying Giant Hogweed	Parish Maintenance and Improvements	50.00	-	50.00