



**Parish Councillors are summoned to attend a Meeting of Fownhope Parish Council at Fownhope Pavilion on Wednesday 3<sup>rd</sup> April 2024 at 7.00pm. The Public and Press are cordially invited to attend.**

1)	<b>To accept apologies for absence</b>	KB
2)	<b>To Receive any Declarations of Interest and Requests for Dispensations</b>	KB
3)	<b>Open Session:</b> a) To receive report from the Ward Councillor b) To receive report from West Mercia Police c) To receive representations from the Public	GB KB KB
4)	<b>To approve the Minutes from the Parish Council Meeting on 6<sup>th</sup> March 2024</b>	KB
5)	<b>To Consider Comments on Planning Applications for Determination by Herefordshire Council:</b> a) 240569: Stone House, Fownhope, HR1 4PJ. Works to Trees in a Conservation Area b) 240524: Ferryboat Cottage, Ferry Lane, Fownhope, HR1 4NX. Proposed Balcony	FH KB
6)	<b>Other Matters relating to Planning:</b> a) To note report of Planning Decisions taken by Herefordshire Council (HC) b) To receive report concerning Cherry Hill Rise (Mill Field) hedge planting and agree action c) To receive feedback from HC's Parish Council County Plan Consultation Event on 20.3.24 d) To receive feedback from NDP Consultation Events on 30/31 March and agree action e) To consider a Works to Trees Policy and agree action	KB KB/GB KB KB KB/FH
7)	<b>Highways and Lengthsman:</b> a) To receive report and agree any works to be undertaken b) To appoint a Lengthsman for 2024/25 c) To consider the Annual Maintenance Plan for 2024/25 d) To consider drainage matters for the new Local Drainage Funding and agree action	KB KB KB KB
8)	<b>Footpaths:</b> a) To receive report and agree any works to be undertaken b) To consider reinstated route of PROW FWB9 and agree action	WM/TJ WM
9)	<b>Environment:</b> a) To receive report from Environment Group Meeting on 26 <sup>th</sup> March and agree action as req'd b) To consider the Environmental Stewardship Agreement for 24/25 c) To consider HC's Village Tree Planting Project and agree action as required d) To receive report from the Wye Valley National Landscape Winter Seminar on 19.3.24	GW/HT KB/HT FH FH/LS
10)	<b>FRFA/Recreation Field:</b> a) To receive report on FRFA matters and agree action as required b) To consider the RoSPA Safety Inspection Reports for the Play Area, Skate Ramp and BMX track and agree action	MS KB
11)	<b>Finance:</b> a) To receive Finance report and agree actions as required b) To appoint an Internal Auditor for 23/24	HT HT

	c) To consider a donation of £180.00 to the Fownhope Community Land Trust for NCLT fees <b>1</b> d) To ratify payments made between meetings (below in red) e) To consider and approve invoices to be paid (below in black)	KB KB KB KB
12)	<b>Website and Policy:</b> a) To consider changes to the Parish Council website and agree action b) To consider adopting a social media policy	HT KB
13)	<b>Fownhope United Charities:</b> a) To consider forthcoming vacancies and agree action as required	KB
14)	<b>Community:</b> a) To consider and agree response to West Mercia Police Community Charter for 24/25 b) To receive an update on Defibrillator Training and agree action as required c) To receive an update on the Annual Parish Meeting and agree action as required d) To consider the location of the King's portrait and agree action	KB KB/HT KB/HT KB
15)	<b>Clerk Report:</b> To note report	HT
16)	<b>To Note the Date of the Next Meeting:</b> Annual Meeting of the Parish Council - Wednesday 1 May 2024	KB
17)	<b>To consider Agenda Items for the Next Meeting (no discussion):</b>	KB

<b>Payments to be approved:</b>					
Payee	Details	Budget Heading	Excl. VAT	VAT	Total amount
<b>FNMH</b>	<b>Memorial Hall Hire (NDP)</b>	<b>Covered by NDP Grant</b>	<b>93.00</b>	<b>-</b>	<b>93.00</b>
Helen Tinson/Kevin Braybrook	Reimburse PiP Printing (NDP Banners)	Covered by NDP Grant	320.00	64.00	384.00
Helen Tinson	Reimburse Display Boards Direct	Covered by NDP Grant	413.49	82.71	496.20
Nick Maddy Coaches	Ross Bus March	Bus Service	90.00	-	90.00
FRFA	Meeting Room Hire (March)	Meeting Room Hire	22.00	-	22.00
RoSPA Play Safety	Play Area Inspections	Play Inspections	156.00	31.20	187.20
Scribe	Accounting Software	Subscriptions	345.60	69.12	414.72
Helen Tinson	Clerk Salary (March)	Clerk Salary	In accordance with contract		
HMRC	PAYE/NIC (Jan/Feb/March)	Clerk Salary	1089.16	-	1089.16
Helen Tinson	Reimburse expenses (Jan, Feb, Mar)	Clerk Expenses	127.06	6.66	133.72
Helen Tinson	Work from Home Allowance (Jan, Feb, March)	Clerk Expenses	78.00	-	78.00

Helen Tinson  
Clerk  
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26<sup>th</sup> March 2024