



**Parish Councillors are summoned to attend a Meeting of Fownhope Parish Council at Fownhope Pavilion on Wednesday 4th October 2023 at 7.00pm.
The Public and Press are cordially invited to attend.**

- | | | |
|-----|---|----------------------------|
| 1) | To accept apologies for absence | KB |
| 2) | To consider applications to fill the current vacancies, co-opt new councillors and receive his/her Declarations of Acceptance of Office | KB |
| 3) | To Receive any Declarations of Interest and Requests for Dispensations | KB |
| 4) | Open Session:
a) To receive report from the Ward Councillor
b) To receive representations from the Public | GB
KB |
| 5) | To approve the Minutes from the Parish Council Meeting on 6th September 2023 | KB |
| 6) | To Comment on Planning Applications for Determination by Herefordshire Council:
a) 232836: Tan Brook, Fownhope. Works to Trees in a Conservation Area.
b) 232774: Beechcroft, Fownhope, HR1 4PA. Works to Trees in a Conservation Area.
c) 232840: Fownhope House, Fownhope, HR1 4PE. LBC. Proposed replacement of the windows to the front elevation and the re-building of the upper section of the northern chimney. | KB
KB
KB |
| 7) | To Consider Planning Applications for Determination by Herefordshire Council – Comments not being accepted:
a) 232608/XA2: Land at Tump Farm. Application for approval of details reserved by conditions 3, 4 and 6 attached to planning permission 221961.
b) 23259/XA2: 43 and 44 Court Orchard. Application for approval of details reserved by condition 4 attached to planning permission 221903. | KB
KB |
| 8) | To Note Report on Planning Decisions Made by Herefordshire Council:
a) 230181/XA2: Land at Old Potato Store. Approval of details reserved by condition 2 (203353). Approved. | KB |
| 9) | To Consider Other Matters related to Planning:
a) To consider further options concerning Planning Consultation 232195: Land adjacent to Fownhope Medical Centre, and agree action
b) To consider voluntary registration of Tan Brook Land Ownership and agree action
c) To note response to Wye Valley AONB Consultation on Planning and Position Statements | KB
KB
KB |
| 10) | Finance:
a) To receive financial report and agree actions as required
b) To consider the draft budget for 2024/25
c) To consider RoSPA playground weekly inspection report sheets at £30 plus VAT
d) To consider quotations for work identified on H&S assessment of assets and agree action
e) To ratify payments made between meetings (below in red) and approve invoices to be paid (below in black) | HT
KB
HT
HT
KB |
| 11) | Policy and Procedures:
a) To consider and approve Risk Management Policy and Risk Register
b) To consider process concerning publication of Councillor Register of Interests and agree action | KB
KB |

12)	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 quotations to cut back hedges along Biggs Lane and agree action	KB KB KB
13)	Environment: a) To receive a report from the Environment Group and agree action as required	GW
14)	Footpaths: a) To receive report and agree any works to be undertaken b) To note receipt of the Notice of Confirmation, Confirmed and Order Plan in relation to the Public Path Diversion Order FWD5 (part) Fownhope c) To consider engagement with the Slow Ways national walking network	WM/TJ KB HT
15)	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
16)	Parish Matters: a) Coronation Booklet: to receive update and agree action as required b) Parish Celebration: to consider celebration of Coronation Walk Launch/Quality Gold Award c) To consider dates for the second Village Walkaround (11/10/23 or 18/10/23) d) To consider proposed amendments to the Ledbury Bus Service and agree action	KB/MS KB KB KB
17)	To Note the Date of the Next Meeting: a) To note date and agenda items for the next meeting: Wednesday 1 st November 2023 b) To note the date of HALC's AGM: Thursday 23 rd November 2023, 7pm, Venue TBC	KB KB
18)	To consider Agenda Items for the Next Meeting: a) To receive update and consider next actions concerning Playground S106 money b) To consider and approve a Planning Policy	KB

Payments to be approved:

Payee	Details	Budget Heading	Excl. VAT	VAT	Total amount
William Morris	Reimbursement of Expenses: Poster Case (covered FiPL grant)	P3	124.20	-	124.20
Nick Maddy Coaches	Ross Bus September	Bus Service	90.00	-	90.00
FRFA	Pavilion September	Meeting Room Hire	80.00	-	80.00
Suzi Bruce	Stile replacement work	P3	500.00	-	500.00
Suzi Bruce	Stile replacement work	P3	472.00	4.40	476.40
Open Spaces Society	Annual Membership	Subscriptions	45.00	-	45.00
Helen Tinson	Clerk Salary (September 2023)	Clerk Salary	852.10	-	852.10
HMRC	PAYE/NIC Q2	Clerk Salary	771.37	-	771.37
Phil Oakley	Tree Clearance on FWA6	Tree Works	125.00	-	125.00
Kevin Braybrook	Reimbursement of Expenses, Training & Community Event	Training/Community Engagement	50.75	-	50.75
Kevin Braybrook	Reimbursement of Expenses, Postage (Lloyds Bank)	Admin Expenses	3.35	-	3.35
Helen Tinson	Work from Home Allowance (July, Aug, Sept)	Clerk Expenses	78.00	-	78.00
Helen Tinson	Reimbursement of Expenses	Clerk Expenses	218.29	17.20	235.49

Helen Tinson, Clerk
Email: clerk@fownhopeparishcouncil.gov.uk
29th September 2023