



**Parish Councillors are summoned to attend a Meeting of Fownhope Parish Council at Fownhope Pavilion on Wednesday 5<sup>th</sup> October 2022 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><br>a) To receive report from the Ward Councillor<br>b) To receive representations from the Public  | JH<br>KB                         |
| 4)  | <b>To approve the Minutes from the Parish Council Meeting on 7<sup>th</sup> September 2022</b>  | KB                               |
| 5)  | <b>Councillor Vacancy:</b> To consider current status   | KB                               |
| 6)  | <b>Highways:</b><br>a) To receive report and agree any works to be undertaken<br>b) To receive report on SID data and agree action as required<br>c) To receive update from the Pavement Working Group<br>d) To consider complaint concerning high frequency deterrent and agree action as required   | SE<br>SE<br>SE<br>KB             |
| 7)  | <b>Finance and Policy:</b><br>a) To receive financial report and agree action as required<br>b) To note the conclusion of the 2021/2022 External Audit<br>c) To consider the draft budget for 2023/2024<br>d) To ratify payments made between meetings (below in red)<br>e) To approve invoices to be paid (below in black)   | HT<br>KB/HT<br>KB/HT<br>KB<br>KB |
| 8)  | <b>Footpaths:</b><br>a) To receive report and agree any works to be undertaken<br>b) To consider proposal concerning access problems on PROW<br>c) To consider removal of fallen trees on FWD5 (owner unknown)  | TJ/WM<br>TJ/WM<br>TJ/WM          |
| 9)  | <b>Environment:</b><br>a) To receive an update from the Environment Group and agree action as required<br>b) To consider quotations for the tree works required in the annual survey<br>c) To receive report from the Tan Brook Working Group and agree action as required<br>d) To receive report on AONB Wye Valley Partnership Annual Study Tour   | GW<br>KB<br>SE<br>KB             |
| 10) | <b>FRFA/Recreation Field:</b><br>a) To receive any updates on FRFA matters and agree action as required<br>b) To receive an update on BMX track and artificial wicket and agree action as required<br>c) To receive an update and consider response to BBLP Social Value Project  | MS<br>KB<br>KB                   |
| 11) | <b>To Comment on Planning Applications for Determination by Herefordshire Council:</b><br>a) 222861: Mill Field, Fownhope. Application for Variation of Condition 1 of 211522 (application of condition 2 of planning permission 163707). To allow changes to three bungalows at the northern end of the site (plots 4, 5 and 6)<br>b) 223062: 1 Fownhope Court, Fownhope. Proposed works to trees. | DQ<br><br>DQ                     |

12)	<b>To Note Planning Decisions Made by Herefordshire Council:</b> a) 221686: 3 Fownhope Court. Proposed garden room with undercroft storage. Approved with conditions b) 222146/7: Ringfield. Repair to main house roof and Granary and Stables outbuilding. Approved with conditions c) 222289: Netherfield Lodge. Proposed two storey side extension to dwelling. Approved with conditions.	DQ DQ DQ
13)	<b>Community:</b> a) To receive update on potential Warm Space provision and agree action as required	KB
14)	<b>Training:</b> a) To consider Clerk's attendance at SLCC National Conference 2022, 2/3 November, at a cost of £125 plus VAT b) To consider HALC councillor training and agree action as required c) To agree date for PC Strategy Meeting	KB KB KB
15)	<b>Next Meeting:</b> To note date and agenda items for the Parish Council Meeting on Wednesday 2 <sup>nd</sup> November 2022 at 7pm	KB

<b>Payments to be approved:</b>					
Payee	Details	Budget Heading	Excl. VAT	VAT	Total amount
<b>Fownhope Flag</b>	<b>Newsletter</b>	<b>Comm Engagement</b>	<b>112.88</b>	-	<b>112.88</b>
Suzi Bruce	Grass Cutting Comm Gardens	Grass Cutting	50.00	-	50.00
Suzi Bruce	Installing gate Lea Brink	P3	409.98	6.40	416.38
Suzi Brice	Footpath clearing and waymarkers	P3	75.00	-	75.00
PKF Littlejohn	External Audit 2021/2022	Audit	200.00	40.00	240.00
Kevin Braybrook	Reimburse Expenses – Condolence Book	Administration	19.47	-	19.47
HMRC	PAYE/NIC (July, Aug, Sept)	Clerk Salary	614.66	-	614.66
Helen Tinson	Clerk Salary (September 2022)	Clerk Salary	804.64	-	804.64
Helen Tinson	Reimburse Clerk Expenses (July, Aug, Sept)	Clerk Expenses	167.75	13.20	180.95
Helen Tinson	Work from Home Allowance (July, Aug, Sept)	Clerk Expenses	78.00	-	78.00
Helen Tinson	Reimburse Expenses: Danger Deep Water Sign, Tan Brook	Parish Improvements	9.69	1.79	11.48

Helen Tinson, Clerk,  
30<sup>th</sup> September 2022