



Parish Councillors are summoned to attend a Meeting of Fownhope Parish Council at Fownhope Pavilion on Wednesday 6th September 2023 at 7.00pm. The Public and Press are cordially invited to attend.

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| 1) | To accept apologies for absence | KB |
| 2) | To consider applications to fill the current vacancy, co-opt a new councillor and receive his/her Declaration 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 12th July 2023 | KB |
| 6) | Local Council Award Scheme:
a) To note the awarding of Quality Gold Status and agree actions as necessary
b) To note Q2 review of Action Plan and agree actions as necessary
c) To consider dates for the second Village Walkaround | KB
KB/HT
KB |
| 7) | To Comment on Planning Applications for Determination by Herefordshire Council:
a) 232195, Land adjacent to Fownhope Medical Centre. Approval of reserved matters following outline approval 171637 (site for residential development of up to ten dwellings with associated vehicle access)
b) 231392 & 3 LBC, Nash Farm, HR1 4PS. Proposed creation of a new access from the highway, a driveway, garage and car port building.
c) 232365, Broadmoor Cottage, Woolhope, HR1 4QX. Proposed single and two storey rear extension and single storey link to join existing carport, which is to be converted to a hobby room under permitted development. (Old Gore Ward)
d) 232256, 2 West Villas, HR1 4NN. Works to Trees in a Conservation Area. | KB
KB
KB
FH |
| 8) | To Note Report on Planning Decisions Made by Herefordshire Council:
a) 231863, Land opposite Mill House Farm. Proposed non material amendment to PP 222861. Approved with conditions.
b) 231690/1, 2 Fownhope Court, HR1 4PB. Proposed installation of solar panels on the flat & pitched roofs of existing house including the extension which already has permission to be built. Approved with conditions.
c) 231599 Fownhope House, HR1 4PE. Listed Building Maintenance. Withdrawn.
d) 231704/5, Stone House, HR1 4PJ. Proposed replacement extension and alterations to outbuildings. Approved with conditions. | KB |
| 9) | To Consider Other Matters related to Planning
a) To consider voluntary registration of Tan Brook Land Ownership and agree action
b) To consider response to Wye Valley AONB Consultation on Planning and Position Statements | KB
KB |
| 10) | Finance:
a) To receive financial report and agree actions as required
b) To receive the conclusion of the External Audit for 2022/23 | HT
HT |

	c) To receive update on legal challenge concerning financial support to St. Marys Church and consider action as necessary d) To consider financial contribution to Fownhope Strollers for cricket nets e) To receive update and consider next actions concerning Playground S106 money f) To ratify payments made between meetings (below in red) and approve invoices to be paid (below in black)	KB/HT KB LS KB
11)	Policy and Procedures: a) To consider and approve Risk Management Policy and Risk Register	KB/HT
12)	Highways: a) To receive report and agree any works to be undertaken b) To receive update on Traffic Calming Scheme c) To note submission of Lengthsman Scheme 2023-24 and Annual Maintenance Plan	KB KB KB
13)	Environment: a) To receive a report from the Environment Group and agree action as required b) To receive the Annual Tree Survey and consider quotations for work identified c) To consider the environmental threat raised by the Asian Hornet and consider mitigating action	GW KB KB/HT
14)	Footpaths: a) To receive report and agree any works to be undertaken b) To consider quotations for tree removal on bridleway FWA6 and cut back hedges c) To consider reinstated footpath (FWB8) from Mill Field development to village	WM KB KB
15)	FRFA/Recreation Field: a) To receive report on FRFA matters and agree action as required	MS
16)	Community: 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 c) Parish Celebration: to consider celebration of Coronation Walk Launch and Quality Gold Award d) To consider SNP Policing Charter Priorities for Q3 (Oct/Nov/Dec)	KB/MS KB KB KB
17)	Recruitment and Training: a) To note the date of the group HALC training session: Wednesday 20 th September, 7-9pm b) To consider recruitment and retention of new Councillors	KB KB
18)	Next Meeting: a) To note date and agenda items for the next meeting: Wednesday 4 th October 2023	KB

Payments to be approved:					
Payee	Details	Budget Heading	Excl. VAT	VAT	Total amount
Adrian Hope Tree Services	Annual Tree Survey	Tree Survey	295.00	59.00	354.00
Helen Tinson	Clerk Salary (July 2023)	Clerk Salary	851.90	-	851.90
Nick Maddy Coaches	Ross and Ledbury Bus July & August	Bus Service	360.00	-	360.00
FRFA	Pavilion July	Meeting Room Hire	20.00	-	20.00
Suzi Bruce	Footpath maintenance	P3	851.00	-	851.00
Suzi Bruce	Grass Cutting, Sediment Pit	Grass Cutting & Lengthsman	120.00	-	120.00
Suzi Bruce	Footpath maintenance (expenses incurred for work not carried out due to access issues)	P3	211.90	10.38	222.28

Suzi Bruce	Strimming (BMX and Comm Gardens)	Lengthsman/Grass Cutting	85.00	-	85.00
Suzi Bruce	Strimming, sediment pit, signage cleaned	Lengthsman, P3, Grass Cutting	210.00	-	210.00
Suzi Bruce	Installing new kissing gate	P3	550.00	-	550.00
Helen Tinson	Clerk Salary (August 2023)	Clerk Salary	851.90	-	851.90
PKF Littlejohn	External Audit 2022/23	Audit	210.00	42.00	252.00

Helen Tinson, Clerk
1st September 2023