



**Parish Councillors are summoned to attend a Meeting of Fownhope Parish Council at Fownhope Pavilion on Wednesday 7<sup>th</sup> February 2024 at 7.00pm. The Public and Press are cordially invited to attend.**

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| 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 report from West Mercia Police<br>c) To receive representations from the Public  | GB<br>KB<br>KB   |
| 4)  | <b>To approve the Minutes from the Parish Council Meeting on 6<sup>th</sup> December 2023</b>   | KB   |
| 5)  | <b>Finance and Policy:</b><br>a) To receive report from the Finance Working Group and agree actions as required<br>b) To consider and approve the revised Risk Register for 2023/24<br>c) To consider and approve the revised Investment Strategy<br>d) To consider funding the purchase of replacement pads for the defibrillator at the Pavilion<br>e) To consider HALC/NALC subscription for 2024/25 at a cost of £778.07 plus VAT<br>f) To consider financial support for the Village Calendar<br>g) To consider financial support for the maintenance of the Churchyard<br>h) To consider utilising the Habitat Grant for the purchase of Hedgehog Highways<br>i) To consider booking RoSPA Play inspections at a cost of £78.00 plus VAT per play area<br>j) To ratify application to PCC Road Safety Fund<br>k) To ratify payments made between meetings (below in red)<br>l) To consider and approve invoices to be paid (below in black) | HT<br>KB<br>KB<br>MS<br>KB<br>KB<br>KB<br>KB<br>KB<br>KB<br>KB<br>KB |
| 6)  | <b>Environment:</b><br>a) To receive a report from the Environment Group and agree action as required<br>b) To consider accepting grant offer for the installation of one EV charging point   | GW<br>GW/HT  |
| 7)  | <b>Highways:</b><br>a) To receive report and agree any works to be undertaken<br>b) To receive update on Traffic Calming Scheme and agree action as required<br>c) To consider the matter of cars parked on pavements and outside St Mary's Church<br>d) To note the proposed closed road rally on 13/14/15 September 2024 and public meeting on 19 <sup>th</sup> February 2024<br>e) To note the Babble Ride Across Britain route on 7-15 September 2024   | KB<br>KB<br>LS<br>KB<br>KB   |
| 8)  | <b>FRFA/Recreation Field:</b><br>a) To receive report on FRFA matters and agree action as required  | MS   |
| 9)  | <b>To Consider Comments on Planning Applications for Determination by Herefordshire Council:</b><br>a) 240129: Ashmead, Fownhope, HR1 4PJ. Works to Trees in a Conservation Area.<br>b) Application for the installation of an EE mast on Hawkers Lane, if submitted.   | FH<br>KB   |
| 10) | <b>To ratify comments submitted under delegated powers to Herefordshire Council:</b>  |  |

	a) 233380: Malt House Field, Fownhope, HR1 4PJ. Proposed erection of fully enclosed 2 lane cricket nets with artificial matting. Support.	KB
11)	<b>Other Matters relating to Planning:</b> a) To note report of Planning Decisions taken by Herefordshire Council (HC) b) To consider HC response concerning Mill Field hedge planting and agree action c) To consider a review of the Neighbourhood Development Plan and agree action d) To consider Parish Council response to Dormington and Mordiford NDP Consultation 14	KB KB KB KB
12)	<b>Footpaths:</b> a) To receive report and agree any works to be undertaken	WM/TJ
13)	<b>Working Groups:</b> a) To appoint members to serve on current Working Groups b) To consider nominating a representative to sit on HC's Town and Parish Council Charter Working Group	KB KB
14)	<b>Consultations:</b> a) To ratify response to West Mercia Police Community Charter Q4 (Jan-March 2024) b) To consider response to Hereford & Worcester Fire and Rescue Service Consultation (closes 4 <sup>th</sup> March)	KB KB
15)	<b>Clerk:</b> a) Clerk Report: To note report b) Local Council Award Scheme: To note Year 1 Q3 and Q4 review	HT HT/LS
16)	<b>To Note the Date of the Next Meeting:</b> Wednesday 6 <sup>th</sup> March 2024	KB
17)	<b>To consider Agenda Items for the Next Meeting:</b>	KB

<b>Payments to be approved:</b>					
Payee	Details	Budget Heading	Excl. VAT	VAT	Total amount
Suzi Bruce	Footpaths & gateways cleared	P3	639.00	-	639.00
FRFA	Pavilion December	Meeting Room Hire	20.00	-	20.00
Helen Tinson	Clerk Salary (December)	Clerk Salary	851.90	-	851.90
HMRC	PAYE/NIC (Q3)	Clerk Salary	771.37	-	771.37
Nick Maddy Coaches	Ross Bus December & January	Bus Service	180.00	-	180.00
HALC	HALC/NALC 2024/25 Subscription Fees	Subscriptions	778.07	155.61	933.68
Suzi Bruce	Drainage, ditch works	Lengthsman	345.00	-	345.00
Cloud Next	Email Hosting (second payment)	Website/computer costs	149.99	29.99	179.98
PATA Payroll Svcs	Arrears Calculation	Admin Expenses	15.00	-	15.00
Helen Tinson	Clerk Salary (January plus back pay)	Clerk Salary	1277.07	-	1277.07
Helen Tinson	Reimburse Clerk Expenses (Oct, Nov, Dec)	Admin/Clerk Expenses	242.67	12.66	255.33
Helen Tinson	Reimburse Expenses Defib Pads	Parish Maintenance	48.79	9.76	58.55
Helen Tinson	Work from Home Allowance (Oct, Nov, Dec)	Admin Expenses	78.00	-	78.00
Stuart Eames	Reimburse SID Expenses	Traffic Calming	120.00	24.00	144.00
Acer Tree Services	Tree Works	Tree Works	1575.00	315.00	1890.00
Suzi Bruce	Kerb cleaning, debris removal	Lengthsman	540.00	-	540.00

Helen Tinson  
Clerk  
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2<sup>nd</sup> February 2024