



**Parish Councillors are summoned to attend a Meeting of Fownhope Parish Council
at Fownhope Pavilion on Wednesday 5th November 2025 at 7.00pm.
The Public and Press are cordially invited to attend. AGENDA**

- 1. To accept apologies for absence**
- 2. To Receive any Declarations of Interest and Requests for Dispensations**
- 3. Open Session:**
 - 3.1. To receive report from the Ward Councillor
 - 3.2. To receive representations from the Public
- 4. To approve the Minutes from the Parish Council Meeting held on 1st October**
- 5. Land Sale Update:**
 - 5.1. To receive an update from Cllr Williams
- 6. Planning:**
 - 6.1. To consider Tree Preservation Order. To receive a report from Cllr Short
- 7. Finance:**
 - 7.1. To receive and approve the financial report
 - 7.2. Payments: To ratify the following payments made between meetings:**
 - 7.2.1 SM Bruce (Lengthsman) £115.00
 - 7.2.2 P Neale (Reimbursement for SID Batteries) £109.00 and £21.80 VAT
 - 7.2.3 SM Bruce (Lengthsman) £849.00
 - 7.2.4 Nick Maddy Coaches (458 Bus Service) £120.00
 - 7.2.5 PKF (External Auditor) £210.00 and 42.00 VAT
 - 7.2.6 FRFA (PC Meeting) £22.00
 - 7.2.7 FRFA (Environment Working Group Meeting) £11.00
 - 7.2.8 PATA (Payroll Services) £30.00
 - 7.2.9 SM Bruce (Lengthsman) £320.60
 - 7.3. Payments: To consider the following invoices for payment:**
 - 7.3.1 Cloud Next (web & email hosting services renewal) £149.99 and £29.99 VAT
 - 7.3.2. Nick Maddy Coaches (458 bus service October) £120.00
- 8. Highways:**
 - 8.1. To receive Highways report and agree any works to be undertaken
- 9. Environment:**
 - 9.1. To receive Environment report and agree any works to be undertaken

10. Footpaths:

10.1. To receive Footpaths report and agree any works to be undertaken

11. FRFA/Recreation Field:

11.1. To receive FRFA report and agree any work to be undertaken

12. Housing Needs Survey:

12.1. To consider the review of the Housing Need Survey Data conducted by FCLT. Cllr Braybrook.

13. Charter:

13.1. To consider adopting Herefordshire Council Parish Charter. Cllr Smith

14. Common Hill:

14.1. To consider email sent in relation to the neglect of Common Hill

15. Community Grant Applications:

15.1. To consider grant application for The Friends of St Mary's School PTA

16. Tan Brook Risk Assessment:

16.1. To consider the safety of the swing and bike ramps

17. Councillor resignation and Vacancy:

17.1. To note the resignation of a Parish Councillor and thank them for their time on the Parish Council

17.2. To agree process for filling councillor vacancy

18. To note date of next meeting: 3rd December 2025, 7pm, Pavilion

19. To consider Agenda Items for the next meeting (no discussion)

Tanya Walshe

Parish Clerk

29th October 2025