FOWNHOPE PARISH COUNCIL

Parish Councillors are summoned to attend a scheduled meeting of the Parish Council on Wednesday 1st July 2026 at 7.00 pm in Fownhope Pavilion

A G E N D A

1. **To receive apologies for absence.**

2. **To consider a resolution to exclude the public for the following confidential item.**

3. **To consider the employment of a new Clerk/RFO (Responsible Financial Officer:**
   - 3.1 To receive feedback from the interview panel & consider employing the favoured candidate.
   - 3.2 To consider terms of contract of employment:
     - 3.2.1 Hours per week.
     - 3.2.2 Salary Scale in accordance with current nationally recommended pay rates.
     - 3.2.3 Start date.

4. **To receive declarations of interest and written dispensation requests.**

5. **Co-option:** To consider co-opting to fill a current vacancy.
   5.1 To consider revising recruitment and co-option process.

6. **Open Session**
   - 6.1 To present two Community Service Awards.
   - 6.2 To receive a brief verbal report from Ward Councillor Graham Biggs.
   - 6.3 To receive views of residents on parish matters.

7. **To consider minutes of previous meetings on 3rd June & 29th June.**

8. **Finance**
   - 8.1 To receive a statement of accounts as at 22.6.26.
   - 8.2 To consider invoices for payment & note payments within budget.
     - 8.2.1 Clear Councils – insurance for zip wire & trampoline - £59.59.

9. **Planning:** To comment on applications for determination by Herefordshire Council:
   - 9.1 Application P261547/F Land at Common Hill Reservoir, Common Hill Farm, Fownhope, HR1 4PZ.
     The conversion of a redundant reservoir to a single unit of holiday accommodation with assisted works.
   - 9.2 Application P261382/FH: Lavender Cottage, Fownhope, HR1 4QA.
     Installation of external wall insulation and re-rendering.

10. **Highways:** To receive a report and consider works to be undertaken.

11. **Environment:** To receive a report and consider action.

12. **Footpaths:** To receive a report and consider action.

13. **Fownhope Recreation Field Association (FRFA)**
    - 13.1 To consider signing new joint agreement between PC/Strollers/FRA.

14. **Pump House:** To receive an update and consider any works to be undertaken.

15. **Churchyard Maintenance:** To receive an update and consider action.

16. **Registration of council-owned land:** To receive an update and consider action.

17. **Risk Management:** Working Group to review Terms of Reference and report back to Council.

18. **Council Resources and Workload:** To consider future strategy, planning and training.

19. **To raise items for next meeting – no discussion.**

20. **To note date of the next meeting:** Wednesday 2nd September 2026 – 7pm -Pavilion.

Our Vision - A community working collaboratively for a vibrant, healthy, sustainable parish

Gareth Williams (Chair) … 23rd June 2026