

Fownhope Parish Council

Serving the community



FOWNHOPE PARISH COUNCIL

Wednesday 3rd June 2026

Minutes

1. **Apologies for absence** – Councillors Clare Patel and Will Morris, Ward councillor Graham Biggs
2. **Declarations of Interest** – Cllr Mike Simmons Item 9 – FRFA invoice
3. **Written report from Ward Councillor Graham Biggs:**
 - Meeting members of parishes at the HALC office next week as the B4224 group to look at highways issues including speeding, safety issues and updating re Mordiford Bridge.
 - Waiting on deployment of verge markers for the west end of Fownhope where narrowing works have taken place – north side of the road.
 - Have had confirmation all is in place for the footbridge at Nash Farm pending agreement with land owner.
 - Councillors acknowledged Cllr Biggs organisation of the recent Heart of Oak Walk.
4. **Open Session** – Councillor Micheal Short passed on 2 representations from parishioners requesting that hedge trimming be deferred over the summer and that the gully at Woolhope road be attended to.

5 Finance

- 6 **To note deferment of Audit until July** – not now necessary as we have secured support to enable the AGAR submission by the end of June. An extra meeting will be required to sign off the submission.
- 7 **Consider payment for Admin support from HALC until new clerk appointed** – unanimously approved.
- 8 **To receive a statement of accounts as at 28.5.26.** - Current balances: £16,286 (current account), £61,694.21 (instant access)
- 9 **To consider invoices for payment and note items paid:** £44 FRFA room hire; £240 Nick Maddy Coaches; £756 Adrian Hope Tree Services; Clear Council

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Insurance £969.69. All approved for payment. It was noted that the address on the Clear Council Insurance invoice is incorrect and that clarification on whether the new playground equipment is included are required – Action GW

10 Planning

Lavender Cottage, Common Hill – application to install external insulation and re-render to match existing. Unanimous vote to support.

11 Highways:

- Lengthsperson has advised she will return to work shortly
- The Lengthsperson contract with HC has been signed and accepted
- Councillor Braybrook approved to represent FPC at the upcoming B4224 Multi-Parish meeting

12 Environment – members of Environment Group to prepare Flag item on deferment of hedge trimming over the summer. Next meeting on 30th June at 6-30 at Green Man.

13 Footpaths – progress on bridge repairs at Nash Farm noted

14 Fownhope Recreation Field Association (FRFA)

To consider National Grid Wayleave Agreement – Wesley Gammond from National Grid reviewed the background on proposed under grounding of HV cables around the Recreation field. Questions regarding the location of cables along the perimeter with Whiterdine were answered. 5 councillors voted to approve the proposal, 2 voted against. The contract with National Grid was signed by the Chair.

To note insurance concern – noted.

Cllr Simmons also reported that training and policy review following a Legionella Risk Assessment was in progress; discussions with the Strollers regarding access to the nets were ongoing; a review of the contract between FPC and FRFA was in progress and that options to resurface the car park were being considered following a meeting with Terry Dixon from Freemans Homes.

Playground Update – Councillor Smith advised that both the zip wire and trampoline had been installed and that advice regarding water collecting on the trampoline surface would be sought. Thanks were expressed to the Strollers who had helped water the new turf during the hot weather.

15 Coronation Pump update – Councillor Braybrook gratefully acknowledged the £2000 grant from Herefordshire Community Foundation towards repairs to the pump house floor. Together with PC funds and donations already received,

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this leaves approx. £1500 to raise from parishioners donations. Online donations can now be made using Zeffy with no deductions taken. 5 local contractors have been approached to quote. One has declined to bid, one has submitted a bid and quotes are awaited from the remaining 3. It was agreed to close bids in 2 weeks time in order to enable a recommendation to be presented to council for consideration at the July meeting.

16 Risk management WG – Terms of Reference for the group have been prepared and circulated to councillors for consideration. These will need to be adopted (or amended) by FPC at the July meeting to enable the group to formulate recommendations for consideration by FPC at a subsequent meeting.

17 Discuss date for Volunteer Tea & Community Service Awards Ceremony. It was unanimously agreed to make the Community Service Awards at the July PC meeting and to postpone the volunteer tea to September or October.

Items for next meeting

- Play equipment opening arrangements.
- Allocation of Council resources and workload.
- Registration of Council-owned land.
- FRFA lease matters (following completion of current document review).
- Consideration of whether an August Parish Council meeting is required.
- Parish Council recruitment and co-option of new councillors.
- Community Service Awards
- Churchyard Maintenance

Date of next meeting ... Wednesday 1st July 2026 at 7pm in the Pavilion.

The meeting closed at 8.15pm

Signed [Gareth Williams](#)
Chairman