



Parish Councillors are summoned to attend a Meeting of Fownhope Parish Council at Fownhope Pavilion on Wednesday 1st June 2022 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 Receive any Declarations of Interest and Requests for Dispensations | KB |
| 3) | Open Session: a) To receive report from the Ward Councillor b) To receive report from the West Mercia Community Policing Team c) To receive representations from the Public | JH CPT/KB KB |
| 4) | a) To approve the Minutes from the Annual Parish Council Meeting on 4th May 2022 b) To approve the Minutes from the Annual Parish Meeting on 15th May 2022 | KB KB |
| 5) | Finance: a) To receive financial report b) To consider the Annual Governance and Accountability Return 2021/2022: i) To consider the Internal Auditor's Reports ii) To consider the Governance Statements iii) To consider the Accounting Statements iv) To consider the Period for the Exercise of Public Rights c) To consider renewal of Cyber Security Insurance at a cost of £299.99 per year d) To consider financial contribution to the Flag e) To consider reverting ownership of machinery used for field maintenance to the FRFA f) To consider grant application request for Youth Support g) To consider confirmation of contact for PATA Payroll h) To note payments made between meetings under delegated powers (below in red) i) To approve invoices to be paid (below in black) | HT HT HT HT HT MS MS KB KB KB KB |
| 6) | Policies: a) To receive report following Health and Safety Assessment of Assets b) To receive Risk Register for 2022/2023 following review by the Finance Working Group c) To receive updated Reserves Policy for 2022/2023 | SE/HT KB HT |
| 7) | Community: a) To receive update on the Queen's Platinum Jubilee celebrations and agree actions b) To consider new Jubilee bench at Tan Brook, receive quotations and agree actions c) To consider offer of donation to place a bench on Recreation Field and agree actions d) To receive feedback from Annual Parish Meeting and consider badges, and videos/photos of volunteers in their roles | KB SE KB/DQ KB |
| 8) | FRFA/Recreation Field: a) To receive any updates on FRFA matters and agree actions b) To receive an update on the refurbishment of playground and agree actions c) To consider the future of the BMX track and agree actions | MS KB/HT MS |
| 9) | To Comment on Planning Applications for Determination by Herefordshire Council: a) 211522: Mill Field, Fownhope. Application for variation of condition 2 of planning permission 163707/F (Proposed residential development of 10 open market family homes and 5 affordable | DQ |

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| | homes), to amend the drawings with regards layout and house types. | |
| 10) | To Note Planning Decisions Made by Herefordshire Council: a) 220767: Stoney Croft, Fownhope. Proposed outbuilding/garden room. Approved w. conditions b) 221040: Site at Citterdine, Mordiford. Approval of details reserved by condition 3 on planning permission 203528. Approved. | DQ DQ |
| 11) | To Consider Other Matters Relating to Planning: a) To note application 221293, Land opposite Mill House Farm, Fownhope. Application for approval of details reserved by conditions 3 and 4 attached to planning permission 200755. HC are not accepting comments for this application. | DQ |
| 12) | Environment: a) To receive an update from the Environment Group and agree actions | GW |
| 13) | Highways: a) To receive report and agree any works to be undertaken | SE |
| 14) | Footpaths: a) To receive report and agree any works to be undertaken | TJ/WM |
| 15) | Next Meeting: To note date and agenda items for the Parish Council Meeting on Wednesday 6 th July 2022 at 7pm | KB |

Payments to be approved:

| Payee | Details | Budget Heading | Excl. VAT | VAT | Total amount |
|--------------------|-------------------------------------------------|--------------------|-----------|------|--------------|
| Nick Maddy Coaches | Ross Bus April 2022 | Bus Service | 90.00 | - | 90.00 |
| FRFA | Meeting Room Hire, May | Meeting Room Hire | 80.00 | - | 80.00 |
| Robin Peers | Internal Audit 2020/2021 | Audit | 100.00 | - | 100.00 |
| Andy Thomas | Playground Maintenance | Parish Maintenance | 3050.00 | - | 3050.00 |
| Suzi Bruce | Grass Cutting Community Gardens | Grass Cutting | 50.00 | - | 50.00 |
| Suzi Bruce | Grass Cutting/Strimming/Sediment Pit/Biggs Lane | Lengthsman | 70.00 | - | 70.00 |
| Suzi Bruce | Noticeboard repairs | Parish Maintenance | 95.40 | 3.08 | 98.48 |
| Stuart Eames | Reimburse Expenses – PiP Printing | Administration | 15.63 | 3.13 | 18.76 |
| Stuart Eames | Reimburse Expenses – Walford Timber | Parish Maintenance | 29.41 | 5.88 | 35.29 |
| Helen Tinson | Reimburse Expenses – defibrillator pads | Parish Maintenance | 37.99 | 7.60 | 45.59 |
| Helen Tinson | Clerk Salary (May 2022) | Clerk Salary | 684.57 | - | 684.57 |

Helen Tinson, Clerk,
27th May 2022