



Parish Councillors are summoned to attend a Meeting of Fownhope Parish Council at Fownhope Pavilion on Wednesday 5th April 2023 at 7.00pm. The Public and Press are cordially invited to attend.

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 representations from the Public	JH KB
4)	To approve the Minutes from the Parish Council Meeting on 1st March 2023	KB
5)	Local Council Elections: To note the Publication of Statement of Persons Nominated for the Local Council Elections on 4 th May 2023.	KB
6)	Highways: a) To receive report and agree any works to be undertaken b) To note new hourly rate for Lengthsman for 2023/2024 c) To receive update for £175,000 Traffic Calming Scheme and agree actions d) To note transfer of funds from MF Freemans to HC in respect of agreed amendments to development e) To consider water leakage on bank below September Cottage and missing posts along Common Hill Lane	SE KB KB/SE KB KB
7)	Environment: a) To receive a report from the Environment Group and agree action as required b) To note donations received from Fownhope Community Saturday event 28/1/23 and 25/3/23 and approve reimbursement of expenses: 28/1 £48.18, 25/3 £32.20	GW HT
8)	Footpaths: a) To receive report and agree any works to be undertaken	TJ/WM
9)	To Comment on Planning Applications for Determination by Herefordshire Council: a) 230558: Caplor Farm, Fownhope, HR1 4PT. Proposed variation of condition 1 of Planning Permission 181412 to allow retention of offices. b) 230505, Land adjacent to Springfield, Capler Lane, Fownhope, HR1 4PJ. Proposed new dwelling.	DQ DQ
10)	To Note Planning Responses Submitted between Meetings under Devolved Powers: a) 230551, The Court Lodge, Fownhope, HR1 4PA. Works to Trees in a Conservation Area. Support.	DQ
11)	To Note Report on Planning Decisions Made by Herefordshire Council: a) 224121/A: Land opposite Mill House Farm, Fownhope. Proposed temporary advertisements to promote the development of 15no. dwellings. Approved with conditions. b) 223515: Tump Farm, Fownhope. Proposed retention of an existing caravan to be used as accommodation for a farm worker (retrospective). Refused.	DQ DQ
12)	Other Matters related to Planning	

	a) To consider communication from MF Freemans concerning a Dark Sky Deed of Covenant and agree action	KB
13)	FRFA/Recreation Field: a) To receive report on FRFA matters and agree action as required b) To receive update on cricket strip and BMX track and agree action as required c) To consider RoSPA inspection reports and agree action as required	MS SE KB
14)	Community: a) To receive update and consider plans to celebrate the Kings Coronation on 8th May b) To consider and agree top three priorities for West Mercia Police SNT - Q2	KB KB
15)	Finance and Policy: a) To receive financial report and agree action as required b) To ratify payments made between meetings (below in red) c) To approve invoices to be paid (below in black)	HT KB KB
16)	Training: To consider first aid training for volunteers	HT
17)	Clerk's Report: a) To receive report b) To receive Forward Plan quarterly report and agree action as required	HT HT
18)	Next Meeting: a) To note date and agenda items for the Annual Meeting of the Parish Council – Wednesday 17 th May 2023 <i>To pass a resolution to exclude members of the public for the following confidential items</i>	KB
19)	Community Service Award and Sport Award: a) To consider and approve submitted nominations to be awarded at the Annual Parish Meeting b) To consider devolving power to the Clerk and Working Group to agree further awards if received between 5 th April and the deadline for nominations 16 th April.	KB/MS
20)	Clerk's Appraisal: a) To note Clerk's Annual Appraisal	KB

Payments to be approved:					
Payee	Details	Budget Heading	Excl. VAT	VAT	Total amount
SLCC	Clerk Training, Managing Local Council Elections	Training	15.00	3.00	18.00
FRFA	Pavilion 1/2/23	Meeting Room Hire	20.00	-	20.00
Nick Maddy Coaches	Ross Bus March	Bus Service	90.00	-	90.00
FRFA	Pavilion 1/3/23 and 25/3/23	Meeting Room Hire	TBC	-	TBC
Suzi Bruce	Install gates	P3	339.96	-	339.96
Suzi Bruce	Clear pavements	Lengthsman	209.00	-	209.00
RoSPA Play Safety	Annual Playground Inspection	Playground Inspections	150.00	30.00	180.00
Starboard Systems Ltd	Scribe Annual Subscription	Subscriptions	345.60	69.12	414.72
Helen Tinson	Reimburse expenses (bin bags)	Parish Maintenance	20.65	4.13	24.78
Helen Tinson	Clerk Salary (March 2023)	Clerk Salary	851.90	-	851.90
HMRC	PAYE/NIC (Jan/Feb/March)	Clerk Salary	1012.65	-	1012.65
Helen Tinson	Reimburse expenses (Jan, Feb, March)	Clerk Expenses	166.35	15.72	182.07
Helen Tinson	Work from Home Allowance (Jan, Feb, March)	Clerk Expenses	78.00	-	78.00