



**Parish Councillors are summoned to attend a Meeting of Fownhope Parish Council at Fownhope Pavilion on Wednesday 6th December 2023 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 representations from the Public | GB
KB |
| 4) | To approve the Minutes from the Parish Council Meeting on 1st November 2023 | KB |
| 5) | Finance:
a) To receive financial report and agree actions as required
b) To consider the draft budget and set the precept for 2024/25
c) To consider the NJC recommendation for increase in salary scale and agree action as required
d) To consider and approve invoices to be paid (below in black) | HT
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KB
KB |
| 6) | FRFA/Recreation Field:
a) To receive report on FRFA matters and agree action as required
b) To consider plans for the patio improvements at the Pavilion and agree action as required
c) To receive and consider update concerning Playground S106 programme and agree action as required | MS
MS
LS |
| 7) | To Consider Comments on Planning Applications for Determination by Herefordshire Council:
a) 231655 and 232308 (LBC): Mill House Farm, Fownhope, HR1 4NT. Addition of handmade oak framed two storey garden room and bedroom with wrap around balcony.
b) 233379: Brooklyn, Court Gardens, Fownhope, HR1 4PA. To pollard a weeping willow situated in the lower garden south west of the property.
c) 233338: Ringfield, Fownhope, HR1 4PJ. Yew tree – cut back from house 20%.
d) 233401: Scotland House, Fownhope, HR1 4QA. Proposed existing single storey garage to be demolished and replaced with as close to a like-for-like as possible.
e) 232195: Land adjacent to Fownhope Medical Centre. Approval of reserved matters following outline approval 171637. | KB
KB
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KB
KB |
| 8) | Other Matters relating to Planning:
a) To note report of Planning Decisions taken by Herefordshire Council (HC)
b) To consider works to trees undertaken without appropriate planning consent
c) To consider change in HC specification to hedge planting in front of Mill Field development and agree action
d) To consider correspondence from HC concerning the Green Lane footpath and agree action
e) To consider a review of the Neighbourhood Development Plan and agree action
f) To consider correspondence concerning a proposed application for an EE Mast and agree action | KB
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| 9) | Highways:
a) To receive report and agree any works to be undertaken
b) To receive update on Traffic Calming Scheme and agree action as required | KB
KB |

10)	Environment: a) To receive a report from the Environment Group and agree action as required b) To consider responding to Herefordshire Council consultation on Public Space Protection Orders	GW KB
11)	Footpaths: a) To receive report and agree any works to be undertaken	WM/TJ
12)	Working Groups: a) To appoint members to serve on current Working Groups	KB
13)	Clerk Report: To note report	HT
14)	To Note the Date of the Next Meeting: Wednesday 7 th February 2024	KB
15)	To consider Agenda Items for the Next Meeting: a) To consider and approve the updated Risk Register b) To receive and consider update on voluntary registration of Tan Brook Land Ownership	KB

Payments to be approved:					
Payee	Details	Budget Heading	Excl. VAT	VAT	Total amount
Nick Maddy Coaches	Ross Bus November	Bus Service	90.00	-	90.00
FRFA	Pavilion November (PC/Play WG)	Meeting Room Hire	30.00	-	30.00
Adrian Hope Tree Services	Tree Works Sheershill Common	Tree Work	880.00	176.00	1056.00
Suzi Bruce	Comm Gardens, Signs, Biggs Lane, Sediment Pit, BMX and ditch work	Lengthsman	155.00	-	155.00
Cloud Next	Email Hosting	Website/computer costs	149.99	29.99	179.98
Herefordshire Council	Election Expenses 4/5/23	Election Provision	197.77	-	197.77
Helen Tinson	Clerk Salary (November 2023)	Clerk Salary	852.10	-	852.10
Helen Tinson	Reimburse Expenses Website service	Website/computer costs	37.50	7.50	45.00
RoSPA Play Safety	Weekly Inspection Checklists	Playground Inspection Fees	60.00	12.00	72.00
Terry Griffiths	Drainage works (grant funded)	Lengthsman	900.00	180.00	1080.00

Helen Tinson
Clerk
Email: clerk@fownhopeparishcouncil.gov.uk

1st December 2023