



Minutes of Parish Council Meeting held on 1st December 2021

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Number:

The meeting was held in person at the Pavilion following current COVID-19 meeting guidance.

Present:

Cllr Kevin Braybrook (in the Chair) and Cllrs Mike Cohn, Mike Simmons, Frank Hemming, Phil Bream, Dorothy Quayle, Tim Jones, Will Morris and Lavinia Smith.

In attendance:

3 members of the public plus Clerk Helen Tinson

- 1) **Apologies for Absence:** Cllrs Gareth Williams, Stuart Eames and Dan Teague; and Ward Cllr John Hardwick.
- 2) **To Receive any Declarations of Interest and Written Requests for Dispensation:**
To receive any declarations of interest: Cllr Mike Simmons declared a non-pecuniary interest in agenda item 13f. The Declarations of Interest book was signed.
During the meeting, Cllr Lavinia Smith declared a non-pecuniary interest in agenda item 14a and signed the Declarations of Interest book accordingly.
To consider any written requests for dispensations: there were none.
- 3) **Open Session:**
 - a) **Report from Ward Councillor:** Cllr Hardwick sent a report via email to inform the meeting of the new 'Shop Local' initiative from Herefordshire Council.
 - b) **Report from West Mercia Community Policing Team:** Police Community Support Officer Adam Westlake attended the meeting:
 1. A brief report on recent police attendance – two RTC's in general area, 1 vehicle broken down in dangerous location and concern raised for elderly male;
 2. Residents were urged to beware of a deception targeting shops in Herefordshire;
 3. Location and timings for speed monitoring were discussed – it was agreed that the Clerk would send data from the SIDs to show traffic accelerating out of the village;
 4. Residents were urged to sign up to Neighbourhood Matters;
 5. The next mobile surgery will be at West End Stores on Friday 10th December, 3-5.30pm.
 - c) **Representation from the Public:** A resident reported meeting two men looking for somewhere to discharge sewage from the sewage works into the Wye on 30th November. It was agreed that the Chairman would contact Welsh Water to find out more and raise local concerns.

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It was reported that some residents do not feel able to contact the Parish Council to raise issues or report concerns. It was agreed that a Suggestion Box would be placed locally to enable residents to report or comment on concerns anonymously.

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The Chairman extended an invitation for members of the public to raise comments during the remainder agenda discussions.

- 4) **Minutes of the Previous Meeting:**
Members considered the minutes of the Parish Council meeting on 3rd November 2021.

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	<p>It was RESOLVED: to approve the minutes as a true record of the meeting, which were duly signed by the Chairman.</p>	<p>HT/KB</p>
<p>5)</p>	<p>Footpaths: Members were informed that Cllr Will Morris has joined the Footpaths Team and will be looking after the team of Waywardens. Any residents who wish to join the team should contact Cllr Morris.</p> <p>A fallen tree was reported on the top path of Cherry Hill. Cllr Jones will assess.</p> <p>The fallen tree along the permissive path at the bottom of Ferry Lane was mentioned and it was reported that the landowner has been contacted.</p>	<p>WM</p> <p>TJ</p>
<p>6)</p> <p>a)</p> <p>b)</p> <p>c)</p> <p>1.</p> <p>2.</p> <p>d)</p>	<p>Highways:</p> <p>A brief report from Cllr Eames noted no developments to be reported. There was no SID data available for this meeting.</p> <p>B4224 Strategy Group: Members were asked to consider the amended Memorandum of Understanding drawn up between the B4224 Strategy Group and Herefordshire Council, noting a small number of minor amendments. It was RESOLVED: to approve the MoU and for the Chairman to sign on behalf of Fownhope Parish Council.</p> <p>B4224 Social Value Project: Members received an update on the B4224 Social Value Project and the response from the latest public consultation. It was noted that the two most popular proposals were:</p> <ol style="list-style-type: none"> 1. Install a community composting area at the existing site next to the sewage works 2. Enlarge the Pavilion Patio Area <p>Concerns were raised about the ongoing management of a community composting scheme. It was RESOLVED: that the Clerk would respond to BBLP and ask for a progress report, feedback the concerns raised about the composting scheme and inform BBLP that a design to extend the patio area at the Pavilion is already in place.</p> <p>Verge Damage: Members were informed that a local contractor would be able to undertake work in the New Year to repair the verge along Common Hill Lane. His estimate has not yet been received. Two other contractors declined to tender for the work. It was RESOLVED: to approve up to £200 for the local contractor to carry out the work, or to agree costs in excess of £200 via email between meetings.</p>	<p>KB</p> <p>KB</p> <p>HT</p> <p>HT</p>
<p>7)</p> <p>a)</p>	<p>Environment:</p> <p>Members received a report from Cllr Braybrook on behalf of the Environment Group: Community Coffee Morning: the event scheduled for Saturday 4th December has been postponed following concerns over the ongoing and developing COVID situation;</p> <p>Fownhope Car Club: the car has arrived in the village and is currently parked at Wye Leisure pending a permanent parking location. Five new members are due to sign up at a meeting on 4th December. Cllrs Dorothy Quayle, Lavinia Smith and Phil Bream and a local resident of Scotch Firs offered to hand-deliver leaflets. Members considered a proposal to purchase additional promotional items to draw attention to the car at a cost of between £70 and £100, and were asked if the approved budget for the postponed coffee morning could be reallocated. It was RESOLVED: to approve the costs to reallocate funds.</p> <p>Members considered the agreement sent by Malvern Hills Car Club to all satellite clubs. It was RESOLVED: to sign the agreement.</p>	<p>HT/KB</p> <p>HT/KB 200/12 /2122 2 of 5</p>

	<p>St. Mary's Church: it was noted that St. Mary's are close to being awarded the Bronze Eco Church Award.</p> <p>Streetlighting: BBLP have reported that it is possible to reduce streetlighting to part-night lighting but at a significant cost which would need to be met by the Parish. It was RESOLVED: to discuss with Ward Cllr Hardwick, and ask HC how this ties in with their declaration of a climate emergency.</p> <p>b) Higher Level Stewardship Agreement: Members were informed that a new proposal to extend the scheme for a further two years has been received. It was noted that there is a willingness from the Common Land Working Group to continue works, and that Mr. Dyer is still willing to do small chainsaw work if needed. It was RESOLVED: that Cllr Quayle would read through the agreement and consult with other members; and to sign the agreement if all parties are satisfied.</p> <p>c) Fire Station Trees: Members received an update noting the receipt of three quotations for the work following advice from HALC that the Parish Council should co-ordinate and instruct the work. Both additional quotes are from local contractors that have previously been engaged by the Parish Council. It was noted that some outstanding questions are being considered. It was RESOLVED: to approve the cheapest quote (FPC to pay one third, resolved 3/11/21)</p> <p>A member of the public raised concerns about trees at Tan Brook following recent high winds, and it was agreed that the Clerk would ask the Tree Warden to assess them.</p> <p>A member of the public raised concerns about leaf debris blocking drains. It was noted that homeowners are encouraged to clear the area outside their homes if it is safe to do so, but that the Lengthsman clears leaf debris each year once the majority of leaves have fallen. It was agreed that the Clerk would ask the Lengthsman to carry out the leaf clearance now.</p> <p>8) FRFA:</p> <p>a) Members received a report noting:</p> <ol style="list-style-type: none"> 1. New speakers have been successfully installed following receipt of a grant from the Fownhope Fringe; 2. The FRFA have asked the Scouts to sort items they wish to keep in the Scout Hut and will arrange to clear any items no longer required; 3. The Jacobsen will require further maintenance work in the region of £1000 during the winter; 4. A consultation to ask residents what they would like to see on the Recreation Field has begun; 5. A demonstration of a robot mower is being arranged; 6. Concerns have been raised about the condition of some areas of the tarmac track. <p>b) FRFA Representative: Members considered nominations to fill a vacancy following the resignation of Cllr Dan Teague. The FRFA has nine trustees, six elected by the FRFA and three nominated by the PC. It was RESOLVED: To approve the nomination and appoint Helen Phillips as a PC Representative for the FRFA.</p> <p>c) Graffiti: Members were informed of inappropriate graffiti on the skate ramp. Greenfields have recommended that acetone is carefully used to remove it, following an initial patch test. It was RESOLVED: that Cllr Braybrook would try and remove the graffiti in the first instance.</p> <p>9) To Comment on Planning Applications for Determination by Herefordshire Council:</p> <p>a) 214056: 1 Nash Cottages, Fownhope, HR1 4PS. Erection of a single storey, rear extension to original dwelling. Members considered the application noting that no reference had been made to ensure the application complied with the Fownhope Neighbourhood Plan or the Climate Emergency. Concerns were also raised about the large glazed area across the rear of the building; the potential for significant light pollution; the new walling that may impact on neighbours; and that plans to maintain the existing shared access have not been clarified.</p>	<p>HT</p> <p>HT/DQ</p> <p>HT</p> <p>HT/DT</p> <p>HT</p> <p>MS</p> <p>KB/HT</p> <p>201/12 /2122 3 of 5</p>
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	<p>It was RESOLVED: to request that the above concerns are addressed in a Design and Access Statement but in the meantime to OBJECT the application.</p> <p>10) To Note Planning Responses Submitted to Herefordshire Council under Devolved Powers: a) 213934, Swan Barn, Fownhope, HR1 4PJ. Proposed shed to be used to store canoes. The structure has a concrete floor, steel frame (invisible from the outside) and is clad in larch to blend in with the existing house and outbuilding cladding. The roof is a 'slate effect' tin roof in an effort to look similar to the existing house and outbuilding slate roofs. Supported with comments.</p> <p>11) To Note Planning Decisions Made by Herefordshire Council: It was noted: a) 213320, 23 Scotch Firs, Fownhope, HR1 4NW. Proposed single storey rear and side extension including new porch. Approved with conditions. b) 203919, Land North West of Mount Pleasant, off B4224, Fownhope, HR1 4PT. Installation of 14.97m high monopole structure and associated works. Withdrawn.</p> <p>12) To Consider Other Matters Relating to Planning: a) Local Plan Pre-Consultation Survey: Members agreed at the last meeting that the Planning Working Group would propose a response to the survey on behalf of the Parish Council. It was RESOLVED: to approve the response via email before submission.</p> <p>13) Finance: a) Finance Report: Members received a financial report noting combined bank balances are currently £44,623.74. Invested Funds £26,949.12. A report comparing budget against actual expenditure was provided. It was RESOLVED: to approve the report.</p> <p>b) Draft Budget: Members considered the draft budget for 2022/2023. It was RESOLVED: to approve the draft budget and set the precept for 2022/2023 at £32,000.</p> <p>c) Interim Internal Audit Report 2021/2022: The report has not yet been concluded.</p> <p>d) Nature and Climate Grant: Members received an update on the response from the public consultation. It was noted that the most popular proposal was the installation of electric vehicle charging points. The Parish Council is able to access funding for 75% of the costs through an existing government grant; the remaining 25% could be funded either through this grant or other future environmental grants. It was RESOLVED: that the Parish Council would write to local businesses to ask if they would agree to host any charging points, if funded by the Parish Council, and to apply for the grant if a location is secured within the time frame.</p> <p>e) Clerk Salary: It was RESOLVED: to approve payment of the Clerk's Salary for December between meetings.</p> <p>f) Invoices: It was RESOLVED: to ratify the following payment made between meetings under devolved powers:</p> <ul style="list-style-type: none"> • FRFA, Meeting Room Hire Oct 21, £36.00 <p>It was RESOLVED: to approve the following invoices for payment:</p> <ul style="list-style-type: none"> • Suzi Bruce, Grass Cutting, Comm Gardens, £25.00 • Suzi Bruce, Lengthsman, £210.00 • Helen Tinson, Clerk Salary November, £649.04 • Helen Tinson, Work from Home Allowance, Sept-Nov £39.00 • Helen Tinson, Clerk Expenses, Sept-Nov, £138.20 plus £13.20 VAT 	<p>HT</p> <p>DQ</p> <p>HT</p> <p>HT/KB</p> <p>HT</p> <p>HT</p> <p>202/12 /2122 4 of 5</p>
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