



FOWNHOPE PARISH COUNCIL



MINUTES OF THE MEETING OF FOWNHOPE PARISH COUNCIL HELD AT FOWNHOPE PAVILION ON WEDNESDAY 3RD NOVEMBER 2010 AT 07.30 PM

Present:

Parish Councillors:

- G Williams Chairman
- J Boothman
- D Clark
- D Colley
- P Daines
- J Hardwick
- F Jolley
- J Jones

J Bateman Parish Clerk

Four members of the public were present.

Ward Councillor Pemberton had sent an apology for being unable to attend.

1. Apologies for Absence.

Decision: Apologies for absence were accepted from Cllrs Corby, Mansell, Pascoe and M Williams.

2. Declarations of interest. Cllrs Jolley and Jones declared a non-prejudicial interest in Item 10.

3. Minutes of the last meeting.

Decision: The minutes of the last Meeting were confirmed as an accurate record.

4. Public Consultation. Members of the public were invited to comment on, or ask questions about, any of the agenda items. None responded.

5. Finance: It was noted that an invoice, dated 30 Sep 10 for £2,855 plus VAT, from Meredith Plant Hire for work on the Biggs Lane ramp had been accepted by the Finance Group as the most acceptable. In accordance with the decision taken at last July's meeting authorisation for the work to go ahead was now being given.

The Budget and Precept for the next Financial Year were discussed. Whilst the investment in Government Stock appeared to be prospering, the Financial Group would continue to monitor it closely together with the possible advantages of early repayment of the PWLB Loan. Financial support to other organisations was considered.

ACTION

Clerk

Clerk

Decisions:

An annual sum of £1,000 would be donated to St Mary's Church towards maintenance of the churchyard. This sum would be released following the receipt of a satisfactory statement of accounts for the preceding financial year and a budget for the coming year.

Clerk

An annual sum of £1,000, to be known as the Revenue Support Fund, would be donated to the FRFA to supplement its finances. This sum would be released following the receipt of a satisfactory statement of accounts for the preceding financial year and a budget for the coming year.

Clerk

Informal advice had been received that next May's election cost was unlikely to exceed the amount already ring-fenced in the Council's reserves for this purpose. Written confirmation would be forthcoming in the near future.

Decisions:

The budget at Annex A was provisionally agreed, with the precept remaining at £16,000. Final approval would be given at the next meeting, following confirmation of the election costs and a period of public exposure.

Clerk

6. P3 Projects. An update on current, past and planned P3 work was given. Footpath FWD10, which had been blocked at Lea Brink for many years, was discussed.

Decision: A public meeting of interested parties to determine a mutually acceptable way ahead on FWD10 would be convened on 12 Nov 10, in time to inform the next meeting of the Regulatory Committee scheduled for 7 Dec 10. Maximum publicity would be given to this meeting.

**Hd Footpaths
Gp**

7. Lengthsman Projects. An update on current, past and planned Lengthsman work was given. The budget for Lengthsman work was almost expended.

Decisions:

A sum of <£500, to be taken from the Lengthsman Supplement Budget, was approved for the future payment of routine Lengthsman tasks.

Lengthsman and Lengthsman Supplement tasks would continue to be recorded separately.

The requirement for prior approval of Lengthsman Supplement expenditure would remain.

**Lengthsman
Manager
Clerk**

8. Appointment of a New Clerk.

Decision: Ms Mel Preedy would take over as the new Clerk with effect from 1 Jan 11..

The actions being taken to ensure a seamless transition between clerks were outlined. The incumbent clerk was thanked for his services.

9. Earth Heritage Trust. The Trust, a non-profit making organisation based at Worcester University, was seeking Council support for its efforts to

promote the maintenance of Rudge End Quarry .

Decision: The Trust would be sent a generally worded letter approving any moves to improve and maintain important geological sites. However, any specific endorsement of the Trust's activities would be avoided until more was known of them.

Clerk

10. Improvements Recreation Field Entrance. Deferred to the next meeting.

11. Telephone Kiosk Painting. Deferred to the next meeting.

Clerk

12. Court Garden Bench. Deferred to the next meeting.

Clerk

13. Lucksall Bus Stop. Herefordshire Council had declined an offer for a site meeting to discuss moving the Stop to a safer location and was not intending to take any further action on the issue

Clerk

Decision: A letter would be sent, detailing the safety implications of leaving the Stop in its present location, to Cabinet Member (Highways and Transportation), copied to the Ward Councillor.

Clerk

14. Storage of Council Records.

Decisions:

Council documents of no current interest or importance would be archived in a container to be co-located with the Community Archives.

Approval was given for the expenditure of <£120 on the purchase of a suitable cabinet

Cllr Clark

15. Minor items and Announcements.

The meeting was briefed on Planning Group activities and on the response given to the most recent LDF consultation exercise.

Local policing to deter vandalism would be placed on the next agenda.

The Highways Dept was being contacted yet again urging them to proceed with the widening of the pavement at West Villas.

Details of a recent Funding Seminar would be distributed to all councillors in the near future.

**G Williams
Chairman**

Draft Budget – FY 2011/2012

Forecast Expenditure	
Mem hall PWLB repayment	£1,957
Clerk salary	£3,800
Clerk expenses and travel	£700
HALC subs	£300
Insurance	£1,500
Rospa play equip inspect fee	£60
Website	£100
Audit costs	£200
Meeting room hire	£400
Councillor training	£500
Lengthsman supplement	£1,500
Misc expenses	£1,500
Churchyard care contribution	£1,000
FRFA Revenue Support Fund	£1,000
Parish Improvement Projects	£1,220
Total	£15,737
Addition to Ring-Fenced Funds	
Rec field track maintenance	£500
Rec field fund	£1,000
Total	£1,500
Forecast Total Expenditure	£17,237
Forecast Income	
Precept	£16,000
Wayleave	£90
NatWest Interest	£20
Gvt Bond	£1,127
Total	£17,237

Notes:

Any in-year surplus of income over expenditure will be added to the Council's reserve funds for expenditure on Parish improvement projects.

Any in-year surplus of expenditure over income will be covered by the Council's reserve funds.

Ring-fenced funds at EOY 2011/2012 will stand at:

Rec field track maintenance	£2,099
Rec field fund	£6,732
Election expenses	
Venture Play Area	£1,000