



FOWNHOPE PARISH COUNCIL



MINUTES OF THE MEETING OF FOWNHOPE PARISH COUNCIL HELD AT FOWNHOPE PAVILION ON WEDNESDAY 7TH APRIL 2010 AT 07.30 PM

Present:

Parish Councillors:

- D Colley Chairman
- J Boothman
- D Clark
- A Corby
- P Daines
- J Hardwick
- F Jolley
- J Jones
- H Mansell
- D Pascoe
- G Williams

J Bateman Parish Clerk

Six members of the public were present.

Ward Councillor Pemberton was unable to attend owing to potential conflicts of interest during the pre-election period.

PC James had sent his regrets at being unable to attend

CSO Smith was in attendance prior to the Meeting for a discussion to give an update up-date on local crime issues. He emphasised the need to report all suspicious incidents to the police.

1. Apologies for Absence.

Decision: Apologies for absence were accepted from Cllr M Williams

ACTION

Clerk

2. Declarations of interests. A non-prejudicial interest in Item 13 – FRFA Activities- was declared by Cllr Jolley

3. Minutes of the last meeting. .

Decision: The minutes of the last meeting were accepted as a true record.

Clerk

4. Public Consultation on agenda items. Members of the public were asked if they wished to comment on any of the agenda items. With reference to Item 6c it was observed that the maintenance of some areas of the Churchyard were lacking and that this reflected badly on the Village. Whilst the Council shared this concern it was pointed out that it was not the owner of the land and had no management function for it. However, it had provided financial assistance for the cost of upkeep in the past and intended to do so in the future.

5. Common Hill SSSIs. Mr Geoff Newman of 'Natural England' briefed the

Council outwith the meeting on his organisation's aspirations for the Common Hill SSSIs. As part of its remit for the upkeep of all SSSIs Natural England had carried out a review of those on Common Hill. It now wished to develop a 10-year improvement and maintenance plan. In particular it was anxious to restore grass coverage in stages to 1982 levels. Funding would be available to pay for contractors to carry out the work and it wished to enter into a partnership under which the Council would exercise management of the project.

**Cllrs
Boothman
Daines
Jones
G Williams**

Decision: Further discussions would take place with Natural England to draft an agreement on the management of improvements to the SSIs.

6. Finance:

Decisions:

a. Payment was approved for the Website Upkeep (£35.18), RoSPA Playground Inspection Fee (£50.85), Clerk's Salary (£604.33), Clerk's Expenses (£96.55), HALC Subscription (£236.19) and the donation of £500 to St Mary's Church towards the cost of maintaining the Churchyard.

Clerk

b. An explanation would be sought for the increase in the cost of the insurance premium.

Clerk

b. The spending plan for the next FY at Annex A was approved.

Clerk

c. Approval was given for expenditure on Lengthsman and P3 projects up to the value of the grants received. Approval for supplementary Lengthsman projects funded directly by the Council would continue to be given on a case-by-case basis.

**Cllrs
Clark
Colley
Clerk**

7. Parking to the Rear of the Memorial Hall. There had been a number of instances of inconsiderately parked vehicles blocking the public footpath to the rear of the Memorial Hall. The opportunity to achieve a timely and cost-effective solution had been taken for which retrospective approval was sought.

Decision: The sum of £145 was approved to pay for the installation of posts to restrict parking. Abstention: Cllr Hardwick.

Clerk

8. Flood Prevention Measures. Discussions had taken place with Herefordshire Council's Land Drainage Consultant on problems with surface water affecting properties at the bottom of Common Hill Lane and in the area of Tan House Bridge. The Consultant had been given copies of past reports and proposed solutions. He had appeared receptive and it now remained to be seen if any action would result.

9. Parking in Caplor Lane. There was little likelihood of getting yellow lines established in Caplor Lane before mid 2011. It appeared that temporary bollards had been used on some occasions to good effect. However, it was clear that the parking-signs were not having the desired effect, possibly because they were sited insufficiently prominently. The responsibility for parking by church-users was a Church Council responsibility.

Decision: The Church authorities would be approached and encouraged to take control of the situation.

Cllr Corby

10. Stocks. The refurbishment of the Stocks had been completed.

Decisions:

An 'opening ceremony' would take place on Thurs 29 Apr 10 commencing at 7.00 PM..

An explanatory plaque would be installed, possibly in the lyche gate.

**Cllrs
Clark
Colley**

10a. Footpath Access in Haugh Wood. There were a number of problems with blocked footpaths in Haugh Wood.

Decision: Talks would take place with the Forestry Commission to remind them of their responsibility to maintain footpath access.

Cllr Clark

11. Common Hill Telephone Box. Following the acquisition of the telephone box it might be possible to move it to the centre of the village and use it for the display of Tourist Information.

Decision: The topic would be placed on the agenda for the Annual Parish Meeting to gauge public opinion.

Clerk

12. Parish Clerk Employment. In view of the exceptional nature of the business to be transacted in this item, it was decided in the public interest that it be discussed in private at the end of the Meeting, after members of the public had left the room, and minuted separately.

13. FRFA Activities. An update on recent FRFA activities was given.

14. Future Meeting Dates.

Decision: Future meetings would be scheduled for 2 June, 7 July, 1 Sep, 6 Oct, 3 Nov, 1 Dec, 9 Feb, 2 Mar, 6 Apr and 4 May.

15. Minor Items, Announcements and Updates on Projects.

A County Emergency Co-ordinators Meeting had taken place at which the roles of co-ordinators and the requirement for Emergency Plans had been discussed.

Property owners at West Villas had reached an agreement with Herefordshire Council on ceding some of their land to enable the pavement to be widened. It was hoped that remaining obstacles would soon be overcome to enable the project to go ahead.

A replacement for the Freighter Scheme would be discussed at the next meeting.

The feasibility of widening the gap between the posts alongside the Recreation Field play area to allow direct pushchair access was being investigated.

**Chairman
5 May 10**

Annex A: Spending Plan for FY 10/11.

Fownhope PC Budget 10/11

Notes			Budget	
	Routine Expenditure			
1	Memorial Hall PWLB Loan repayment	£	1,995	
	Clerk's salary	£	3,600	
	Clerk's travel & expenses	£	500	
	HALC Subs	£	300	
	Insurance	£	1,200	
	RoSPA Inspection fee	£	60	
	Website expenses	£	75	
	Audit costs	£	300	
	Hire of meeting room	£	220	
	Training and meetings	£	100	
2	Lengthsman	£	1,314	
3	Lengthsman Supplement	£	1,500	
	Miscellaneous Charges	£	1,500	
4	Rec Field General Projects	£	1,000	
5	P3	£	2,743	
	Total	£	16,407	
	New Expenditure			
	Stocks Renovation	£	1,396	Carried forward from FY 09/10.
	Biggs Lane ramp Improvements	£	1,500	Carried forward from FY 09/10.
	Churchyard care contribution	£	500	
	Parish Facilities Improvement Projects	£	5,000	
	Rec Field Track Maintenance Fund	£	500	Transfer to Ring Fenced Funds
	Election Expenses Fund	£	750	Transfer to Ring Fenced Funds
	Rec Field Fund	£	1,000	Transfer to Ring Fenced Funds
	Total	£	10,646	
	Routine Expenditure	£	16,407	
	Forecast New Expenditure	£	10,646	
	Forecast Total Expenditure	£	27,053	
	Forecast Income			
	Carried forward from FY 09/10	£	37,856	Assumes a notional value of £22,557
	P3 Grant	£	2,800	for the Government Bond.
	Precept	£	16,000	
	EON Wayleave	£	62	
	Interest on Investments	£	616	
	Lengthsman Grant	£	1,314	Sum awaiting confirmation
	Sub total	£	58,648	
	Summary			
	Forecast Total Expenditure	£	27,053	
	Ring-fenced Funds	£	12,332	
	Minimum Reserve	£	4,000	
	Forecast Income	£	58,648	
	Surplus	£	15,263	

<u>Ring fenced Funds:</u>						
Within the general reserve fund the following amounts have been ring-fenced for future identified needs or projects.						
				Value	EOY 09/10	EOY 10/11
				Rec Field Track Maintenance Fund	£ 1,600	£ 2,600
6				Rec Field Fund	£ 6,232	£ 7,232
				Venture Play Area	£ 1,000	£ 1,000
				Election Expenses	£ 750	£ 1,500
				Total	£ 9,582	£12,332
Notes						
1	Repayment of loan taken out to pay for Mem Hall @9.5% int.					
2	Lengthsman Grant is for roadside maintenance.					
3	Lengthsman Supplement covers other maintenance & inc £300 for Scotch Firs grass cutting.					
4	Rec Field Gen projects Fund for enhancing the existing facilities.					
5	Budget = £2,800 less £57 overspend from 09/10.					