

**MINUTES OF THE MEETING OF FOWNHOPE PARISH COUNCIL HELD AT FOWNHOPE
PAVILION ON WEDNESDAY 6 FEBRUARY AT 07.30 PM**

Present:

Parish Councillors:

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

Parish Clerk:

J Bateman

Six members of the public were in attendance.

The Meeting was preceded by a discussion on local crime issues with CSO Smith.

1. Apologies for absence.

Apologies were accepted from Cllr Hardwick.

Ward Cllr Pemberton had sent her regrets at being unable to attend.

2. Declarations of interest.

None.

3. Approval of the Minutes of last 2 Council meetings.

Despite best efforts it had not been possible to obtain the minutes for the meeting held on 5 Dec 07 from the Locum Clerk

Decisions:

The minutes for the meeting held on 20 Dec 07 were accepted as an accurate record.

Efforts to obtain the missing minutes would continue.

If the missing minutes were not obtained within one week councillors would be asked to consult their notes of the meeting and to forward outstanding items for inclusion in the next agenda.

4. Public Consultation Session.

The Council's Internal Auditor expressed misgivings over the manner in which the Council's accounts were being kept and the way in which the last audit had

ACTIONS

Clerk

Chairman

**Clerk
All Councillors**

been conducted. The new clerk concurred and had already made significant changes.

Decision: The Clerk would work closely with the Internal Auditor to ensure that in future the accounts were kept properly.

Clerk

5. Actions to achieve traffic calming on the B4224

Whilst the Council supported in principle the B4 campaign to improve safety along the B4224, it was necessary to examine each of the campaign proposals individually. The Council would then put those proposals which it supported forward to Herefordshire Council for consideration. Other parishes along the B4224 should be informed of the initiative with a view to future participation.

Decisions:

B4 Campaign proposals would be distributed to all councillors for review.

Clerk

The subject would be placed on the next agenda.

Clerk

Other parishes affected would be briefed and invited to participate.

Clerk

The B4 Campaign organiser would be kept informed of the Council's actions and asked for assistance when necessary.

Clerk

6. Widening of the pavement adjacent to West Villas.

It was desirable to widen the pavement adjacent to West Villas. This would involve the owners of Nos 1 and 2 West Villas giving up a small amount of land from their gardens.

Decision: The owners would be contacted outlining the proposals and seeking agreement.

**Clerk
(Cllr Colley to assist)**

7. implementation of Parish Plan actions.

There was a danger that the momentum in implementing some of the actions detailed in the Plan would be lost.

Decision:

All councillors would review the Plan actions individually.

All

The topic would be placed on the next agenda.

Clerk

8. Repairs to the pavement edge at Common Hill.

It was determined that no action was required on the pavement at Common Hill. However, it was apparent that a raised drain was dealing inadequately with water run-off in the Medical Centre car park.

Decision:

The Centre Practice Manager would be made aware of the Council's concerns.

Clerk

(Secretary's Note: The Chairman has now undertaken to do this)

9. Provision of a bus shelter.

Herefordshire Council had agreed to provide a bus shelter, to be partially funded by the PC, during the next financial year. It was necessary to agree on the timing, design and siting of the shelter in advance of this.

Decision:

A dialogue would be opened with Herefordshire Council to obtain agreement.

Clerk

10. Progress in updating the Terrier Register.

A request for Terrier data was being circulated. The data collected would be collated and circulated for final review prior to producing a definitive statement of the Council's holdings and responsibilities.

Decision: All councillors would respond to the appeal for Terrier data by 27 Feb 08.

All

11. Accounts:

Invoices for payment.

Decisions:

Payment was authorised for the following invoices:

HALC for meeting posters	£3.00
Lengthsman	£474.00

Clerk

The possibility of carrying forward last year's Lengthsman underspend would be investigated.

Clerk

Arrangements for the transfer of land next to Court Orchard.

Clerk

Arrangements for the transfer to the Council of the parcel of land at Court Orchard, henceforth to be known as Biggs Lane, were in the final stages. An invoice for £440.52 had been received from the Solicitor acting for the Council. In the light of the Biggs family's generosity in donating the land it was felt that the Council should offer to pay for their costs as well.

Decision: An offer for the Council to pay the Biggs's solicitor's bill would be made.

Clerk

Payment of Locum Clerk.

Decision:

No payment would be made pro tem.

Clerk

Financial support for the Community First Responder Scheme.

Decision: The Finance Group would consider whether a donation to the

Finance Group

First Responder Scheme would be appropriate and report back to the Council.

12. **Minor information points and items for the Next Agenda.**

The new mower had been delivered.

The Scouts would be giving the Tom Spring Memorial a clean in June.

The Chairman would arrange for the hedge around the sports field to be cut back.

The Clerk would attempt to make future bookings for a waste skip to be available at Fownhope

'Acceptance of Office' and 'Declaration of Interests' forms were still missing. The Clerk would be raising replacements unless they were found within 4 weeks.

The Clerk would be drafting Financial Regulations and a Complaints Procedure for consideration by the Council.

The Clerk would draft a set of updated Standing Orders for consideration by the Council.

Grants were readily available for the upkeep of public footpaths. Details of the Parish Paths Plan were forwarded to the Footpaths Group.

Items for the next meeting:

Marshy ground on the footpath along Ferry Lane. (Cllr Jolley)

Dog Fouling. (Cllr Pascoe)

Play area swings. (Cllrs G & M Williams)

Sports award. (Cllr Jones)

Field pond drainage. (Cllr Jones)

(Sec's note: The owners of these items are requested to be ready to lead on them at the next meeting.)

**Chairman
5 Mar 08**