

**MINUTES OF THE MEETING OF FOWNHOPE PARISH COUNCIL HELD AT FOWNHOPE  
PAVILION ON WEDNESDAY 4 JUN 08 AT 07.30 PM**

**Present:**

Parish Councillors:  
M Williams                      Chairman  
J Boothman  
D M Clark  
D Colley  
P Daines  
J Hardwick  
F Jolley  
J Jones  
D Pascoe  
G Williams

Parish Clerk:  
J Bateman

Ward Councillor Pemberton was in attendance Prior to the meeting.

6 Members of the public were present.

Prior to the meeting Mrs Phyllis Dinnie was presented with the Sports Award Cup.

Cllr Pemberton briefed the meeting on the evolving Local Development Framework (<http://www.herefordshire.gov.uk/housing/planning/30579.asp> refers) and concerns that adequate infrastructure should be in place to support any increase in population resulting from housing development. She also emphasised the importance of the PC's comments on planning applications, which she invariably supported at Planning Sub Committee meetings.

**1. Apologies for absence.**

Apologies for absence were accepted from Councillors Corby and Mansell.

**2. Declarations of interest.** Councillor Pascoe declared a non-prejudicial interest in Item 5a.

**3. Approval of the last Minutes of the last meeting.**

**Decision:** The minutes of the last meeting were approved as an accurate record.

**4. Public Consultation Session on Agenda Items.**

Members of the public were invited to comment but declined.

**5. Accounts:**

**a. Invoices for Payment.**

**Decisions:**

Payments were authorised for Churchyard Maintenance (£500), Lengthsman (£255), Pavilion Hire (£140) and Mower Repair (£18).

**ACTION**

**Clerk**

**RFO**

<p>The Lengthsman's application for an increase in his hourly rate of pay by £1.50, to £9.50 per hour, was approved.</p>	<p><b>RFO</b></p>
<p><b>b. Biggs Lane Signs.</b></p>	
<p><b>Decisions:</b></p>	
<p>A sum of up to £325 was approved for the purchase of 2 signs for Biggs Lane.</p>	<p><b>RFO</b></p>
<p>The Finance Group was delegated to select suitable signs and go ahead with the project.</p>	<p><b>Hd Fin Gp</b></p>
<p><b>c. Scotch Firs Grass Cutting.</b></p>	
<p><b>Decision:</b> To award the contract to Sean Lynch for 14 cuts per year at a price of £25 per cut.</p>	<p><b>RFO Hd Fin Gp</b></p>
<p><b>d. Court Garden Unspent Funds.</b></p>	
<p>An underspend in excess of £400 was forecast for the Court Garden Project.</p>	
<p><b>Decision:</b> Any underspend would be used for the maintenance of the Garden.</p>	<p><b>Hd Fin Gp RFO</b></p>
<p><b>e. Stream Clearance at the Venture Play Area.</b></p>	
<p><b>Decision:</b> To pay a revised total of £250 for stream clearance (with one abstention - Councillor Daines).</p>	<p><b>RFO</b></p>
<p><b>f. Pond Clearance at the Recreation Field.</b></p>	
<p><b>Decision:</b> To pay £650 from the Lengthsman's supplementary funding to clear the pond (with one abstention - Councillor Daines).</p>	<p><b>RFO</b></p>
<p>Councillors were reminded that, unless delegated spending powers had been approved, all spending decisions should be authorised in advance at meetings of the full council. Items over £500 should be subject to competitive tender unless there was compelling documentary evidence that this was unnecessary. If in doubt the RFO should be consulted.</p>	
<p><b>6. Planning:</b></p>	
<p><b>a. Retrospective Application for Haughley Cottage DCCE2008/1234/F.</b></p>	
<p><b>Decision:</b> Recommended for approval.</p>	<p><b>Clerk</b></p>
<p><b>b. Planning Group update.</b></p>	
<p>Hd Planning Gp would be representing the Council's views at a meeting of the Central Area Planning Sub Committee on the application for a field shelter at Common Hill Lane (DCCE2008/0959/F).</p>	

**7. Tan House Bridge Silting:**

A report on the survey of silt beneath the Bridge had been produced. The build-up of silt under the Bridge was reducing its capacity by 50%. To achieve a satisfactory river-bed profile 13 tons of debris would have to be removed from downstream and 22 tons from upstream of the Bridge, together with 18 tons from underneath. It would not be possible to remove debris from underneath the Bridge mechanically. The survey had also revealed a potential weakness in the structure of the Bridge.

**Decision:** A letter would be sent to Herefordshire Council's Highways and Engineers Departments advising them on the survey and requesting a meeting.

**Clerk**

**8. West Villas' Pavement:**

The owners of Nos 1 and 2 West Villas had been approached informally and had indicated their willingness to co-operate in providing a small strip of land along the front of their properties to allow the pavement to be widened. It was likely that some financial compensation would be necessary. It was unclear what funding support could be obtained from Herefordshire Council for the project.

**Decision:** Herefordshire Council would be contacted to establish:

- The level of support from the Engineer's department.
- The possibility of obtaining funding.
- The legal aspects on change of ownership of the pavement.

**Clerk**

**9. Communications Policy:**

**Decision:** The Policy at **Attachment 1** was approved.

**Clerk**

**10. FRFA Constitution:**

**Decision:** The current position on changes to the FRFA constitution would be researched by the Council's FRFA representatives.

**Cllrs Jolley & Jones**

**11. Parish Plan:**

The Parish Plan Steering Group had considered the actions in the Plan to determine those which had now been achieved and those which still required further effort. A summary of their findings would be distributed to all councillors. Outstanding issues would be placed on the agenda at future meetings at the appropriate time.

**Hd Plan Steering Gp**

**12. Sandbags:**

The Chairman held a stock of 100 sandbags for use in the Parish during a flooding emergency.

**Decision:** There was no requirement at present to obtain any more sandbags.

**13. Parishioners Meetings:**

It was considered whether meetings, similar to those held by Common Hill residents, could usefully be held by parishioners in other areas.

**Decision:** There was sufficient opportunity for parishioners to raise points at Council meetings without the necessity for any further meetings.

**14. Minor information points.**

Work on the new bus shelter was scheduled to start within 5 weeks.

The FRFA representatives would be pursuing the issue of grass cutting.

Ross Tourist Information Office would be removing their redundant notice board.

Ownership of the surplus 4-drawer cabinet was being ceded to HALC.

Items for the next agenda:

- Camping at Cherry Hill.
- Publicity for Fownhope activities in the Hereford Times.
- Maintenance of the Recreation Field hedges.
- Maintenance of the Green Lane at Nover Wood Drive.
- Speed Indicator Devices.

**Jem Bateman**

Clerk  
5 Jun 08

Attachment:

Communications Policy.