



FOWNHOPE PARISH COUNCIL



FINAL MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9th NOVEMBER 2011 AWAITING COUNCIL APPROVAL

Present:

Gareth Williams (Chairman), David Clark (Vice-Chairman), John Hardwick, Fred Jolley, Mike Simmons, Dave Shuker, Derek Colley, Hilary Mansell, Margret Rolls, Ann Corby, Peter Davis

In attendance:

M Preedy (Parish Clerk)
9 members of the public

1. Apologies for absence

Resolved: none

2. Declarations of interest

Cllr Jolley declared a prejudicial interest in items 10 a) and b). John Hardwick declared a prejudicial interest in item 8 a)

3. Approval of the Minutes from the last meeting

Resolved: Minutes from the meeting held on the 5th October 2011 were approved and signed by the Chairman.

4. To receive brief verbal report from ward member

Councillor Hardwick's report covered the following items; the new logo for Herefordshire Council, ESG, potential Eastern river crossing, and the new rural forum.

5. Public Forum

A statement was read out by Cllr Jolly on behalf of residents concerned about the two proposed dwellings at Westholme. Ward member Cllr Hardwick relayed information that Highways, Welsh Water and the Conservation officer had all supported the plans. Cllr Hardwick has informed the Planning Officer of local concerns and has asked that the application be heard by the Planning Committee. The Clerk will alert Cllr Jolley should the application be heard by the Planning Committee.

6. Finance

a) **Resolved:** the Finance report was approved

b) Cllr Colley presented the budget recommendations from the Finance working group. Cllr Davis offered to provide a commentary to accompany the budget in a forthcoming issue of the Flag.

Resolved: draft budget to be placed on noticeboard and website for comment. Precept and budget to be confirmed at next meeting.

Action

Clerk

**Cllr Davis
Clerk**

c) **Resolved:** Mr Frank Marsh was appointed as the Internal Auditor for the current financial year

Clerk

d) **Resolved:** hire of Tesco room and purchase of refreshments for the Community Led Plan open meeting were approved.

e) **Resolved:** donation of £50 to be made to Herefordshire Heartstart for providing first aid training (Local Government Act 1972 s.137 expenditure)

f) **Resolved:** Cllr Jolley (Hall booking secretary) to organise free room hire for Community defibrillator training

Cllr Jolley

g) **Resolved:** asset register adopted. To be reviewed annually.

h) **Resolved:** not to provide a donation to Citizens Advice Bureaux

7. Cllr Williams gave an update from the recent Jubilee meeting. Several different ideas have been put forward for funding by the Parish Council.

Resolved: Jubilee plans need to be fully costed out before the Parish Council can commit to providing funding.

8. Planning

a) The planning group made the following comments between meetings:

- Bowens Cottage, Common Hill Lane, Fownhope, HR1 4PS

Dismantling of steel barn. *'Support in principle, but would ask for confirmation from Herefordshire Council Ecology that the barn is viewed and checked for any signs of Owl or Rare Bat occupation prior to demolition. New access to be created over the stream must be constructed with sufficient diameter pipe to allow unrestricted flow during full flow condition. These conditions are of paramount importance.'*

- Lucksall Caravan Park, Mordiford, HR1 4LP - Proposed retention of existing canopy and proposed extension over existing seating facilities. *'The Parish Council support the application'*.

- Westholme, Fownhope, HR1 4NN - Proposed erection of two family dwellings. *'Concern voiced over the scale of the two proposed dwellings. All properties surrounding the site are bungalows and it was considered that 2 x two-story 4 bed dwellings were too imposing in relation to existing. Single story dwellings would be more appropriate. The planning group were under the impression that there may be a restrictive covenant on the site disallowing further development and ask for confirmation as to whether this is fact. The planning group were minded to support the application subject to the proposed suggested detail change of scale and dependent that there is no covenant on the site'*.

- Oldstone Farm, Fownhope, Hereford, HR1 4PJ – *Proposed conversion of and alterations to a range of period barns to create 2 residential dwellings.* The Parish Council support the application.

b) **Resolved:** Cllrs Clark, Shuker and Straker to make comments in respect of the Local Development Framework and circulate to all Councillors. Comments to be presented to next Parish Council meeting if possible.

Cllrs Shuker, Clark and Straker

9. Cllr Clark gave an update on the trial bus service to Ross on Wye.

Resolved: Quotes from bus service operators to be presented to next Parish Council meeting for approval.

Cllr Clark

10. Recreation field

a) Feedback from the joint meeting between the Parish Council and the FRFA was given. Plans may be extended to cover further Pavilion improvements.

Resolved: Cllrs Jolley, Williams, Colley and Simmons and FRFA to work on plans and likely budget.

**Cllrs Jolley, Williams,
Colley and Simmons**

b) Cllr Jolley provided a report from the recent FRFA meeting.

Resolved: Parish Council to approve agreement with Strollers Cricket Club as hirers of the Recreation Field at next meeting, after legal expert has reviewed.

11. Cllr Clark reported that work would soon start on installing 6 gates identified in the April P3 report as well as 2 new gates. A reply from Tim Thompson regarding Amey's control over P3 was noted.

Cllr Clark

12. Cllr Colley reported on the work the lengthsman was currently undertaking. The lengthsman was requested to litter pick the lay-by near Oldway chapel and look at flooding problems at the bottom of Woolhope Road.

Resolved: quote of £80 from Mr Barrell to cut back the hedges on the recreation field approved.

Cllr Colley

13. Cllr Clark updated the Council on progress with the community library project. Report at appendix a).

Resolved: Parish Council to sign-up to hirer agreement with Herefordshire Housing for the community room at Faulkner House. Parish Council to pay for room hire for 1 year (£500). Agreement was also given to apply for external funding to cover expenditure such as book shelving.

Cllr Clark and Rolls

14. **Resolved:** Participatory budgeting ideas were noted. All ideas to be placed in the Flag to be prioritised by residents.

Clerk

15. **Resolved:** the Parish Council decided not to pursue the Ecohere project.

16. Cllr Colley agree to update the Parish Council on scrub management plans on Common Hill at the next meeting.

Cllr Colley

17. Highways

a) **Resolved:** Clerk to chase up grit bin request on Noverwood Drive.

Clerk

b) **Resolved:** Cllr Hardwick to highlight problems of Tan Brook bridge at ward walk with Amey. Clerk to inform concerned resident of action.

**Cllr Hardwick
Clerk**

c) The Parish Council had been accepted onto the community self-help winter gritting programme. 10 tonnes of salt to be ordered for storage at Caplor Farm.

18. **Resolved:** Cllr Hardwick to attend ward boundary review meeting on the 22nd November.

Cllr Hardwick

19. **Resolved:** Power of Wellbeing training confirmed for 6th December. Clerk to organise some refreshments.

Clerk

20. The following items were raised for the next meeting;

- Parking outside the school
- Traffic calming/speeding in the village
- Adopting solicitor for the Parish Council
- Grant/donation policy
- Common Hill Scrub Management

Next Meeting 7th December 7.30pm

The meeting closed at 9.40pm.

Signed:

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Chairman

Date

Payments approved:

Payee	Details	Budget heading	Excluding VAT	VAT	Total amount
M. Preedy	Salary – October	Salary Expenses	£280.67 £39.61		£320.28
D Colley	Play area repair expenses	Lengthsman supp	£27.02		£27.02
Herefordshire Council	Uncontested election fee	Elections	£109.72		£109.72
HALC	Finance training	Training	£100.00		£100.00
M Dyer	P3 work	P3	£73.00		£73.00
DB Yates	Painting of telephone box on Common Hill	Parish Improvement projects	£98.00		£98.00

Running totals for main budget headings (excluding above payments)

Clerks Salary	General Admin	Lengthsman	Lengthsman Supp	P3	Improv Projects
£ 1924.17	£ 3118.12	£ 734.50	£ 591.71	£ 1,983.10	£ 4296.07

Grants	VAT	Loan repayments	Total expend
£1,000.00	£ 1,208.23	£ 988.01	£ 15,843.91

Appendix a)

FOWNHOPE COMMUNITY LIBRARY

Fownhope looks set to have its own community library, restoring a facility lost in the 1950s. The Council has consistently pressed to restore the service which was backed by a parish referendum as far back as 1999! The Parish Council set up a steering group which has met twice, appointed some acting officers, visited Peterchurch library, and had two meetings with the county librarian who will provide a stock of books for the village library to add to the many that we expect will be donated by the public. We plan to be open every Wednesday afternoon in Faulkner House with a range of books, talking books, magazines, DVDs and

CDs for loan and coffee and tea will be available to make this a social occasion. We will have community information including copies of planning applications to save people the journey into Hereford. A survey form has been distributed around the parish for those interested in using the library, or who might wish to help or donate books. So far up to 20 people have volunteered to help so it seems that it will be feasible to hold two sessions per week, similar to the service provided by the county library at Weobley and Leintwardine.

It is hoped to include a book circle and a computer/internet users self help group, subject to broadband access, probably in a second phase. A start-up budget has been prepared to provide fixed and portable bookcases and display 'carousels' and other library material. A large part of the start-up costs will be met by volunteer time and donations of books etc. Several sources of grant aid have been identified. A public meeting is planned for January 4th in Faulkner House. We hope the library will be up and running by early March.

The Parish Council is invited to:

- Agree to support the Community Library within its general recreation powers
- To assist with the grant applications including payments required before grants are paid, and claim back VAT
- Encourage neighbouring parishes to support the service
- To agree a hiring arrangement with Herefordshire Housing Association and meet the rental costs and cover insurance
- To appoint representatives to the Community Library management committee, elected annually at a public meeting which will produce an annual report and accounts for the public and Parish Council

David M Clark

Margret Rolls Nov 2011