



FOWNHOPE PARISH COUNCIL



MINUTES OF THE PARISH COUNCIL MEETING HELD ON 5th OCTOBER 2011

Present:

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

In attendance:

M Preedy (Parish Clerk)

Action

1. Apologies for absence

Resolved: Apologies for absence were accepted from Cllr P Davis.

2. Declarations of interest

Cllr Jolley declared a prejudicial interest in items 10 c) and d)

3. Approval of the Minutes from the last meeting

Resolved: Minutes from the meeting held on the 6th September 2011 were approved and signed by the Chairman with the following amendments: item 8 remove 'Bron Y Coed', item 19 include 'to acquire map offered by Mrs Corby to position in Lych gate'

4. To receive brief verbal report from ward member

Councillor Hardwick provided a briefing note from the recent Local Development Framework meeting and encouraged individuals to respond to the current consultation. Councillor Hardwick is currently a member of two task and finish groups, one looking at procurement and the other looking at the planning system. A query was raised over pre-application advice. Councillor Hardwick is due to meet with Amey to discuss highway problems in the ward especially with regard to resurfacing.

5. Public Forum

Nothing raised

6. The Council discussed the benefits of allowing the public to speak about any issues not on the agenda during the public participation slot rather than before the start of the meeting.

Resolved: during the 'Public Participation' session residents can speak about items on the agenda as well as raising new items. In addition to this, and at the discretion of the Chairman, residents would be given the opportunity to speak at the relevant agenda item. At the end of the meeting residents would also be given the opportunity to speak, should they wish (this will not be minuted).

7. Finance

- a) **Resolved:** the Finance report was approved
- b) Cllr Colley provided a report from the Finance meeting.

Resolved: Internal Control document adopted. Risk Assessment document adopted with the amendment that the council would seek *preferably* three quotes for contracts. Cllr Clark to compose asset register/terrier of Council assets and responsibilities.

Cllr Clark

c) **Resolved:** budget for 2012/2013 to be discussed at next Finance Meeting for recommendation to the November Parish Council meeting.

Finance Group
Clerk

d) **Resolved:** comments raised in the 2010/2011 audit were noted.

e) **Resolved:** contribute £100 towards the clerks training

8. Planning

a) Three applications received within the last week would be discussed by the Planning Group and reported back to the next meeting.

Planning Group

b) Cllr Hardwick gave feedback from the Local Development framework meeting

9. Cllr Clark gave an update on the trial bus service to Ross on Wye. Dormington and Mordiford Group Parish Council had agreed to contribute to the 6 month trial. Feedback was awaited from Woolhope and Brockhampton. The trial would include usage figures and feedback from users. Likely operators are still to be contacted.

Resolved: The Parish Council agreed to commit to the trial within the budget of approximately £600

Cllr Clark
Clerk

10. Recreation field

a) **Resolved:** lengthsman to re-position litter bin to signpost at the end of the car park

Cllr Colley

b) **Resolved:** Clerk to speak to Welsh Water about reducing the height of the hedge surrounding the sewage works.

Clerk

c) Cllr Jolley reported that an 'Awards for All' grant of £10,000 had been awarded for the improvement works to the Pavilion. Congratulations were given to Cllr Jolley.

Resolved: A meeting between the FRFA and the Parish Council would be arranged to discuss Pavilion improvement plans.

Clerk

d) No FRFA meeting had been held since the previous Parish Council meeting

11. Cllr Clark gave an update on P3 work. Request for work on the Rights of Way network had been received from Amey.

Resolved: Clerk to discuss with Amey scope of control over P3 work.

Clerk

12. Cllr Colley reported that the lengthsman still had previous work agreed outstanding

13. Cllr Clark updated the Council on progress with the community library project, 9 volunteers had come forward. The likely venue would be Faulkner House, owned by Herefordshire Housing. Rent would be approximately £600.

Cllrs Clark and Rolls

14. Councillors were asked to provide comments on the vision document to Cllr Williams or the Clerk.

Cllr Williams
Clerk

15. The benefits of starting a new Community-Led Plan were discussed. A Steering Group, set up as a working group of the Parish Council, would be formed at an Open Meeting. A grant of £1800 would be available but the Parish Council would be expected to contribute towards the production of the CLP.

Resolved: the Parish Council would support the production of a new CLP and make a contribution towards the costs. The Clerk would arrange the date of an Open Meeting which Lynda Wilcox (HALC) would chair.

Clerk

16. Concerns were raised regarding the size of the lorries passing over Mordiford bridge.

Resolved: The Clerk to raise with Dormington and Mordiford Group Parish Council

Clerk

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

- Jubilee update
- Participatory budgeting results
- Winter gritting programme
- Common Hill Scrub Management

Next Meeting 9th November 7.30pm

The meeting closed at 9.00pm.

Signed:

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Chairman

Date

Payments approved:

Payee	Details	Budget heading	Excluding VAT	VAT	Total amount
M. Preedy	Salary – Sept	Salary Expenses	£280.67 £27.91		£308.58
Mazars	External Audit	Audit costs	£135.00	£27.00	£162.00
FRFA	Hire of hall	Meeting room hire	£40.00		£40.00
HALC	Bursary	Training	£100.00		£100.00

Running totals for main budget headings (excluding above payments)

Clerks Salary	General Admin	Lengthsman	Lengthsman Supp	P3	Improv Projects
£ 1643.50	£ 2715.21	£ 734.50	£ 592.71	£ 1,983.10	£ 4296.07

Grants	VAT	Loan repayments	Total expend
£1,000.00	£ 1,181.23	£ 988.01	£ 15,134.33

