



## FOWNHOPE PARISH COUNCIL



### DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7<sup>th</sup> DECEMBER 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, Peter Davis, Ben Straker

**In attendance:**

M Preedy (Parish Clerk)  
CSO Martin Butcher  
10 members of the public

**1. Apologies for absence**

**Resolved:** Apologies were accepted from Cllr Ann Corby

**2. Declarations of interest**

Cllrs Williams, Hardwick and Simmons declared prejudicial interests in item 8 b). Cllr Shuker declared a personal interest in item 8 b). Cllr Jolley declared a prejudicial interest in items 11 a) b) c).

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

**Resolved:** Minutes from the meeting held on the 9<sup>th</sup> November 2011 were approved and signed by the Chairman.

**4. To receive brief verbal report from ward member**

Councillor Hardwick reported on the forthcoming ward walk with Amey Herefordshire.

CSO Martin Butcher updated the Council on recent incidents in the parish, which fortunately were only minor.

**5. Public Forum**

*This item was chaired by Cllr Clark*

Residents raised concerns over the proposed development at Westholme, in particular whether the s.106 obligation on the land had been legitimately rescinded. It was agreed that the residents should meet to fully discuss concerns. Cllrs Williams, Clark and Hardwick would attend meeting.

Concern was raised by a Brockhampton resident over the planning application made by Caplor Farm for three portacabins. It was argued that the character of the farm had changed over the last decade to a commercial enterprise rather than a farming enterprise.

**6. Finance**

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

**Action**

**Cllrs Williams, Clark  
& Hardwick**

**Clerk**

b) No feedback had been received from the draft budget publicised.

**Resolved:** the budget was confirmed (see appendix a) and the precept was set at £16,000.

c) **Resolved:** a contribution of £55.00 to the Society of Local Council Clerks membership was approved.

d) **Resolved:** the Finance Group would consider a grant policy.

7. Cllr Williams informed the Council that the Memorial Hall Committee had decided to allow the hall to be hired out for free over the Jubilee period for Jubilee events. Next Jubilee meeting is on 25<sup>th</sup> January. Unfortunately Cllr Williams will be unable to chair meeting, so a replacement is needed.

## 8. Planning

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

- Westholme, Fownhope, HR1 4NN – Proposed erection of two family dwellings (amended plans). *'Scale of proposed dwellings still considered to be inappropriate for the site. Single storey dwellings more suitable and in keeping with surrounding dwellings especially considering the raised level of the site. The position of the dwelling in plot 1 is now within the protected root zone and therefore not supported. The planning group are aware that a section 106 agreement exists on the site and until this has been officially discharged no development can be granted.'*

Two planning application permissions were noted: Oldstone Farm and Bowens Cottage.

*Cllrs Williams, Hardwick, Simmons and Shuker did not take part in the following discussions. The following item was chaired by Cllr Clark*

b) **Resolved:** Comments were made in respect of the following applications;

- Caplor Farm, Fownhope, HR1 4PT – Siting of three purpose made portacabin offices. *The Parish Council would like to support the application as it regularises what is already in situ and they feel the employment generated at Caplor Farm benefits the Fownhope economy. The Council is satisfied that there will be no visual intrusion affecting Fownhope, are satisfied that the scale of development proposed will have no adverse effects on the highway network, and that the diversified farm enterprise has made a significant contribution to local environment projects.'*
- Lucksall Caravan Park, Mordiford, HR1 4LP – access routes and porous hard standings on part of the rally field. *'The Parish Council would like to support the application as it regularises what is already in situ however, they would like to reinforce that the site should only be used for 28 days per year because of flooding concerns. It is noted that permission should be sought before development occurs.'*

c) Thanks were expressed to Cllrs Straker, Shuker and Clark for compiling the LDF response (appendix b).

9. The statement as to community engagement was approved. The Parish Council noted that all criteria for accessing the Power of Wellbeing had been fulfilled and therefore accredited itself with the power.

Clerk

Finance Group

## 10. Bus service to Ross on Wye

**Resolved:** the quote from George Young Coaches of £90 per day was approved. The service would start on 9<sup>th</sup> March and the route and timetable would be widely publicised. There would be a review in July to determine the success of the trial.

The Power of Wellbeing was accessed as the bus service provides social, environmental and economic benefits to the community and compliments Herefordshire Councils' Sustainable Community Strategy.

Clerk  
Cllr Clark

## 11. Recreation field

a) An overview of the improvement plans for the Pavilion were provided.

**Resolved:** The Parish Council would submit and pay for the planning application. Quotes from builders would be sought based on the plans drawn up by Cllr Colley. The Finance Group would discuss the quotes and report back to the February meeting.

Cllr Colley  
Finance Group

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

c) Several points were discussed in the Strollers Cricket agreement. Mr Campion had kindly agreed to discuss the agreement with all parties concerned.

**Resolved:** Cllrs Rolls, Simmons, Mansell, and Williams to meet to discuss agreement, then hold subsequent meeting with Strollers, FRFA and Mr Campion. The Clerk was given delegated power to authorise the agreement following legal advice from Mr Campion. Two Councillors would be required to sign agreement, as per recommendation.

Cllrs Rolls, Simmons,  
Mansell and Williams  
Clerk

## 12. Highways

a) Cllr Rolls gave an update from the recent Highways training she had attended at HALC.

**Resolved:** The Clerk would write to the Safer Roads Partnership to request speed monitoring on the B4224 through Fownhope.

Clerk

b) **Resolved:** the surface of the footway between the Green Man and Memorial Hall would be reported to Amey as unsuitable for mobility scooters.

Clerk

c) Silt under Tan Brook bridge to be chased by Cllr Hardwick

Cllr Hardwick

d) Proposals for winter gritting were discussed.

**Resolved:** The purchase of up to 6 grit bins was approved. Grit bins would be kept stocked throughout the winter either through Amey or using Parish Councils reserves filled by a contractor. The Clerk was given the authority to approve expenditure. The purchase of a manual grit spreader at approximately £200 was approved. Clear communication of plans would be placed on the noticeboards/website.

Cllr Clark, Colley  
Clerk

e) **Resolved:** Plans for the proposed bus stop relocation near Lucksall were approved.

f) **Resolved:** the Council will consider installing a dog mess bin on Ferry Lane at the next meeting

13. Cllr Clark gave a report on completed and forthcoming P3 work. 44 P3 schemes will be completed this financial year.

Cllr Clark

14. Cllr Colley noted work recently completed by the lengthsman. Kindly a resident had donated a substantial number of shrubs to replace those which had died during last winter at Court Garden.

**Resolved:** send letter of thanks to the resident. The lengthsman was asked to clear the footway between the shop and Lower House Gardens

Clerk  
Cllr Colley

15. Cllr Clark updated the Council on progress with the community library project. There will be an Open Meeting on 4<sup>th</sup> January, 7.30pm at Faulkner House. Awards for All bid had been submitted.

**Resolved:** Parish Council and Library Group to submit application for laptops from the Technology Grant fund.

Cllr Clark and Rolls  
Clerk

16. **Resolved:** first Community Led Plan Steering Group meeting – 16<sup>th</sup> December, 7.00pm Pavilion.

17. Mr Campion had offered free legal advice to the Parish Council but if agreements needed drafting his firm could undertake this work on a fee basis.

**Resolved:** The Parish Council agreed to this offer.

Cllr Hardwick

18. Cllr Colley updated the Parish Council on scrub management plans on Common Hill.

**Resolved:** Cllr Colley would pass on details of the meeting with Natural England to discuss specific details of management and the Parish Councils responsibilities.

Cllr Colley

19. Concerns regarding hazardous parking around the school were discussed. The request from school to erect a barrier at the end of Biggs lane and caution signs were also discussed.

**Resolved:** write to the school highlighting concerns and give permission for erection of barrier but not signs. Contact Faulkner House to enquire whether car park could be used for parking. Inform CSO Butcher to advise on parking issues.

Clerk

20. **Resolved:** Feedback from the ward boundary review meeting was noted.

21. **The following items were raised for the next meeting;**

- Public participation
- Participatory Budgeting feedback

**Next Meeting 1<sup>st</sup> February 7.30pm**

*The meeting closed at 10.05pm.*

Signed:

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Chairman

Date

**Payments approved:**

Payee	Details	Budget heading	Excluding VAT	VAT	Total amount
M. Preedy	Salary – November	Salary Expenses	£280.67 £77.79		£358.46
M Dyer	P3 work	P3	£640.00		£640.00
M Dyer	Lengthsman	Lengthsman	£252.00		£252.00
M Dyer	Play Area maintenance Hedge cutting	Lengthsman supplementary	£216.69 £80.00		£296.69
FRFA	Hire of room	Room hire	£32.00		£32.00
PiP Printing	Stationary	Administration	£18.17	£3.64	£21.81
HALC	Councillor training	Training	£125.00		£125.00

**Running totals for main budget headings (excluding above payments)**

Clerks Salary	General Admin	Lengths man	Lengths man Supp	P3	Improv Projects	Grants	VAT	Loan repay	Total expend
£ 2,204.84	£ 3,367.45	£ 734.50	£ 618.73	£ 2,056.10	£ 4,394.07	£ 1,050.00	£ 1,208.23	£ 1,208.23	£ 16,621.93

**Remaining budget 2011/12**

Clerks Salary	General Admin	Lengths man	Lengths man Supp	P3 *	Improv Projects *	Grants	VAT	Loan repay
£ 1,595.16	£ 1,892.55	£ 565.50	£ 881.27	£ 2,696.10	-£ 2,152.97	£ 2,450.00		£ 968.99

\*Includes 2010/2011 underspend

## Appendix a) Approved budget for 2012/2013

2010-2011 Budget	2010-2011 Year End	Income	2011-2012 Budget	2011-2012 To date	2012-13 Approved
£ 25.00	£ 9.85	Natwest Interest	£ 20.00	£ 2.57	£ 10.00
£ 16,000.00	£ 16,000.00	Annual Precept	£ 16,000.00	£ 8,000.00	£ 16,000.00
£ 87.00	£ 63.41	Wayleave	£ 90.00		£ 60.00
£ 1,314.00	£ -	Parish Lengthsman Scheme	£ 1,300.00	£ 2,299.50	£ 1,300.00
£ 2,800.00	£ 2,800.00	Parish Footpaths Scheme	£ 3,050.00	£ 3,050.00	£ 3,000.00
£ 1,100.00	£ 1,127.88	Government Bond	£ 1,127.00		£ 1,120.00
	£ 850.00	Grants (Community-Led Plan)			£ 1,800.00
£ 300.00	£ 795.39	Vat Recovered	£ -	£ 126.06	
<b>£21,626.00</b>	<b>£21,646.53</b>	<b>Total Income</b>	<b>£21,587.00</b>	<b>£13,478.13</b>	£ 23,290.00
		<b>Expenditure</b>			
£ 3,600.00	£ 3,159.42	Clerks Salary	£ 3,800.00	£ 1,643.50	£ 4,200.00
£ 500.00	£ 389.15	Expenses	£ 700.00	£ 305.44	£ 700.00
£ 1,995.00	£ 2,032.96	Memorial Hall PWLB repayment	£ 1,957.00	£ 988.01	£ 2,000.00
		Pavilion (poss) PWLB repayment			£ 2,000.00
£ 300.00	£ 236.19	HALC subscriptions	£ 300.00	£ 240.67	£ 300.00
£ 1,200.00	£ 1,251.80	Insurance	£ 1,500.00	£ 824.50	£ 1,000.00
£ 55.00	£ 44.22	ROSPA play inspection fee	£ 60.00	£ 53.06	£ 60.00
£ 30.00	£ 29.94	Website	£ 100.00	£ 56.89	£ 60.00
£ 300.00	£ 135.00	Audit costs	£ 200.00		£ 200.00
£ 220.00	£ 220.00	Meeting room Hire	£ 400.00	£ 217.00	£ 350.00
£ 300.00	£ 100.00	Training	£ 500.00	£ 315.00	£ 400.00
£ 1,500.00	£ 379.06	Lengthsman supp budget	£ 1,500.00	£ 592.71	£ 1,260.00
		Winter Gritting			£ 600.00
		Library			£ 500.00
		Trial bus service			£ 700.00
		Community-Led Plan			£ 2,300.00
£ 1,500.00	£ 1,219.46	Contingency	£ 1,500.00	£ 701.65	£ 1,250.00
		<b>Agency</b>			
£ 1,314.00	£ 1,314.00	Parish Lengthsman Scheme	£ 1,300.00	£ 734.50	£ 1,300.00
£ 2,800.00	£ 2,159.69	Parish Footpaths	£ 3,050.00	£ 1,983.10	£ 3,000.00
£ 240.00	£ -	Freighter Service	£ -		£ -
		<b>Grants</b>			
£ 1,000.00	£ 84.00	FRFA Revenue Support Fund	£ 1,000.00		£ 1,000.00
£ 500.00	£ 500.00	Church Yard Maintenance	£ 1,000.00	£1,000.00	£ 1,000.00
£ 5,000.00	£ 4,076.90	Parish Improvement Projects/PB	£ 1,220.00	£4,296.07	£ 1,500.00
£ -	£ -	Rec Field track maintenance	£ 500.00		£ -
£ -	£ -	Rec Field fund	£ 1,000.00		£ -
		Room for All			£ 2,500.00
		Jubilee			£ 1,500.00
£ -	£ 866.20	VAT Paid	£ -	£1,181.23	
<b>£22,354.00</b>	<b>£18,197.99</b>	<b>Total Expenditure</b>	<b>£21,587.00</b>	<b>£15,133.33</b>	£ 29,680.00
<b>£ 728.00</b>	<b>£ 3,448.54</b>		<b>£ -</b>		
	<b>£40,298.39</b>	<b>Opening Balance April 2010</b>			
	£43,746.93	Closing Balance March 2011			
	£ 6,732.00	Rec Field Fund			
	£ 2,099.00	Rec Field track Main			
	£ 750.00	Election Provision			
	£25,000.00	Government bond			
	£ 4,000.00	25% Precept Contingency			
	<b>£ 5,165.93</b>	<b>Total Unallocated funds</b>			

## Appendix b) Local Development Framework response

### The development of Fownhope and neighbouring parishes

We support a reduction in the proposed development of housing in Hereford City, and understand the need for further development in market towns and rural areas. Fownhope is identified as a Rural Service Centre Hub. The village already has a relatively large and dense population in comparison with neighbouring parishes. We recognise the need for more housing across the county and in Fownhope. However, the proposal for 100+ houses in Fownhope over the next 20 years seems excessive.

We make the following observations:

- Fownhope is already at an optimum size as a settlement.
- There is a limited availability of locations that are suitable for development in Fownhope.
- The village could realistically accommodate 30 new homes. We would welcome this. These should be social housing, shared ownership, or similar, to address the demographic imbalances of the village i.e. to encourage and support young families to stay in the area.
- There are concerns about drainage and sewerage capacity for a greater number of homes.
- We are anxious about significant expansion in an AONB.
- Housing would sensibly be distributed in surrounding parishes to encourage the retention and growth of businesses and services. Some parishes (e.g. Kings Caple) are struggling to maintain schools, shops and services. The Parish Plan of Woolhope 2006, for example, cites the need for development to this end.
- It is difficult to find sites for business units in the village. In addition, Brockhampton already has unfilled units.

In the light of these observations, we would suggest a broader development of parishes in the Ledbury - Ross On Wye - Hereford triangle in order to sustain businesses, services and transport. This seems less problematic and more appropriate than a major focus on Fownhope alone.

### Hereford City

- The dependency on developers' money from phases of housing to fund an ambitious road building programme in the long term seems very risky and fraught with problems.
- A western bypass would benefit through traffic using the A49, but the attendant growth in housing to fund the eventual road will exacerbate traffic problems in the city. Thus the apparent solution (a bypass) will exacerbate existing problems, given the dependency of such a scheme on further housing to be completed over 20 years.
- There is a need for immediate action. A 'smart' computerised traffic management system could alleviate the ludicrous bottleneck at ASDA.
- Similarly a third river crossing to the West would help enormously.
- Would it be feasible to revive the old railway bridge in the short term as a dedicated bus route/tramway and cycle route across and into the heart of the city? This would make park and ride, north and south a more appealing and accessible prospect.