

**HOW CAPLE SOLLERSHOPE AND YATTON PARISH COUNCIL**  
Councillors are summoned to attend a meeting of the Parish Council  
on  
**Tuesday 12 September 2023 at 7pm**

At Brockhampton Village Hall

Members of the Public and Press are cordially invited to attend

**AGENDA**

- 1. To receive apologies for absence**
- 2. To receive declarations of interest and written dispensation requests**
- 3. To consider the minutes of the Parish Council meeting held on the 11<sup>th</sup> July 2023**
- 4. Public Participation:**
  - 4.1. To receive report from the Ward Councillor
  - 4.2. To receive report from PCSO Kirsten Kysow, Safer Neighbourhood Team
  - 4.3. To receive representations from the Public
- 5. Community:**
  - 5.1. To consider West Mercia Police Community Charter and agree top three priorities for Q3 23/24
- 6. Planning:**
  - 6.1. To comment on planning applications for determination by Herefordshire Council:
    - 6.1.1.**223581: Sollers Hope Farm, HR1 4RW.** Proposed Shepherds Hut for use as holiday let, hot tub, composting toilet and outside walk-in shower and change of use of lad to mixed use.
    - 6.1.2.**232355: The Old Forge, How Caple, HR1 4TE.** Conversion and extension of the existing studio/barn attached to the main dwelling house (revised scheme of previously submitted application 200856)
  - 6.2. To ratify comments submitted to Herefordshire Council between meetings under devolved powers:
    - 6.2.1.**232220: Land at Foxhalls Farm, Sollershope.** Proposed erection of an agricultural workers dwelling, including a new garage and associated works. SUPPORT.
  - 6.3. To consider responding to a national request for support in relation to the lack of weight applied to an adopted NDP (Appeal ref APP/P3420/W/23/3314808)
  - 6.4. To consider planning/highways issues concerning the larger access at U7009/U70020 junction
  - 6.5. To consider response to Wye Valley AONB Consultation on Planning and Position Statements
- 7. Finance:**
  - 7.1. To receive financial report
  - 7.2. To agree a date for the Finance Working Group Meeting (budget preparation)
  - 7.3. To consider consultation feedback concerning use of Coronation Raffle money
  - 7.4. To consider payments to three parish churches as per approved budget 2023/24

- 7.5. To consider request for donation towards proposed outreach support services in Ross on Wye for Herefordshire veterans
- 7.6. To consider funding for printed newsletter
- 7.7. To consider any invoices due for payment:
  - 7.7.1.Helen Tinson, Clerk Salary (July and August), in accordance with contract
  - 7.7.2.Helen Tinson, Reimbursement of Clerk Expenses, HP Instant Ink and Postage £7.58 plus £1 VAT
  - 7.7.3.Terry Griffiths, Lengthsman, £440.00 plus £88.00 VAT
  - 7.7.4.Terry Griffiths, PROW, £375.00 plus £75.00 VAT

**8. Highways and Footpaths:**

- 8.1. SIDs: to receive update and agree action as required
- 8.2. Lengthsman: to consider work for Lengthsman
- 8.3. Footpaths: to consider work for Lengthsman

**9. Policies and Procedures:**

- 9.1. To consider the following policies:
  - 9.1.1.Publication Scheme
  - 9.1.2.Data Protection Policy
  - 9.1.3.General Privacy Notice
  - 9.1.4.Subject Access Request Form

**10. Clerk's Report:** To receive the Clerk's report

**11. Next Meeting:** To note the date of the next meeting 7<sup>th</sup> November 2023, and propose agenda items

- 11.1. To further consider vision for 4-year Parish Council Plan and agree action as required

**Signed:** Helen Tinson, Clerk

**Dated:** 7<sup>th</sup> September 2023