

CREDENHILL PARISH COUNCIL

MINUTES OF AN ORDINARY MEETING OF THE CREDENHILL PARISH COUNCIL HELD IN THE YOUTH AND RESOURCE CENTRE ON 21 JAN 09 AT 7.30 PM

	Name	Appointment
Present	Mr A Round (AR) Mrs D Daw (DD) Mr J Daw (JD) M J Beavan (JB) Mr R Shutt (RS) Mr A Slater (AS) Mrs I Thomson (IT)	Chairman of the Parish Council Vice Chairman of the Parish Council]] Parish Councillors]
In attendance	Mr B Matthews Pam Epton Mr Leon Mullett and Laura Leech Mr C Lippett (Clk) 2 Members of the Public	District Councillor West Mercia Police Hereford Council Youth Workers Parish Clk

Item	Discussion and Decisions	Action
1 Disclosure of Interests /Apologies	<p>a. <u>Disclosure of Interests</u> RS (as a member of the Social Club Committee) registered an interest in the Lease of the Social Club</p> <p>b. <u>Apologies</u> Mr A Button (AB), Mr Tony Boston Davies (TB), Mrs C Lloyd (CL), Mrs D Pullen (DP)</p>	
2 Visiting Speakers	<p>a. Cllr Matthews (District Councillor) provided information on the following:</p> <p><u>Footpath-cycle path to Stretton Sugwas</u> Despite the contents of the Council reply (through Bill Wiggin MP) to the Parish letter (see item 7a below). Cllr Matthews advised that the requirement is being considered in conjunction with the new cattle market planning and should appear on the cycle infrastructure list.</p> <p><u>Car park Boundary Hedge – Shops - Station Road</u> The hedge has now been cut and will be maintained in the future.</p> <p><u>Conversion of Baker Shop to Chip Shop</u> The public meeting is likely to be convened within the next 3 weeks. Clks Note: Email sent 22 Jan 09 meeting convened at Brockington at 2 pm on 4 Feb 09. JD will attend as our representative, report at next meeting.</p> <p>b. PC Pam Epton (West Mercia Police) gave a report of activity in the Parish since the last meeting. A resume of this information is shown below:</p> <p>A wall of a property in Meadow Drive was damaged when a number of bricks were kicked off at the beginning of December.</p> <p>Windows have been damaged again at a property in Station Road. This time, a total of 8 windows were broken at 'Town well'.</p> <p>Someone walked over the bonnet of a car parked in Trenchard Avenue and caused damage between the 23rd and the 28th December.</p> <p>The BT kiosk was damaged when someone ripped the handset from the connecting cable.</p> <p>Fence panels were damaged in Station Road between 29/30th December.</p> <p>A youth was arrested at the beginning of January for breaching his ASBO. He was fined £200 when he appeared in Court.</p> <p>The council were informed that it would be beneficial if a member of the Youth Inclusion Team (Adam Michnok) attended the next Parish Council meeting on the 18th February to deliver a short talk on the function and work of the team. Clks Note Invitation emailed 28 Jan 09, copied to Leon Mullett (see item 2c below), no response received as at 11 Feb 09</p> <p>c. Leon Mullett (Senior Youth Worker – Hereford County Council) spoke about the work he and his colleagues are doing with the youth element of the village on Thursday evenings. They have spent considerable time talking to youths and eliciting information, they have concluded that there is very little for these young people to do, everywhere they go in the village (Roman Park, outside the shops etc) they are invariably challenged. They also aware that there are several young people who have been in trouble with the police but consider that</p>	JD

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	<p>the majority of the youth population are well behaved. They are of the opinion that some effort could be made to provide a youth meeting place within the village where structured discussion and activities could be undertaken under the direction of the Youth Workers. The council generally agreed with this philosophy and agreed that as a start point the possibility of using the Community Hall as a meeting place on Thursday evenings should be explored. In this connection following a proposal by JD seconded, by DD it was resolved that if the hall was hired, the costs would be met from Parish Funds. It was also suggested that the CCN and Parish Notice Boards could be used to publicise details once known. In the interim, DD was asked to approach the Community Hall Committee for their agreement and arrange a visit by the Youth Team to examine the facilities and explain the intended use of the building during their Thursday sessions. The Clk was to keep the youth team informed of developments, report at next Meeting</p> <p>d. The Chairman thanked all the visiting speakers for their input</p>	DD/Clk																							
3 Public questions	<p>a. Mr Rose asked if the litter bin located at the gates to the Roman Park could be moved forward to prevent people illegally parking in front of the gate. After discussion it was agreed that it would be more practical to retain the bin in its present location and install a lockable single steel post in front of the gate. The clk is to obtain an estimate to get this work done and report at the next meeting. Clks Note: Quote requested</p> <p>b. Mrs Patrick asked if a "No ball game" sign could be put up in her street. The Clk will deliver sign and fittings to her house; she has offered to arrange for it to be affixed to suitable support. Clks Note. Sign delivered 22 Jan 09</p>	Clk																							
4 Minutes of previous meeting	Following a proposal DD by seconded by JB it was resolved that the minutes for the meeting on 17 Dec 08 are accepted as a true and accurate record of the proceedings																								
Explanatory Note <i>Agenda item 5 (Matters arising) covers all the outstanding actions from previous minutes, they will continue to be included until the required action is completed and closed.</i>																									
5 Matters Arising	<p>a. <u>Item 6e (20 Feb 08) Website</u> Because of the hospitisation of her husband, CL was unable to attend the meeting, an update on the website will be provided at the next meeting . Clks Note: This item will be moved to the "Reports" for the Feb Meeting until the website is launched</p>																								
6 Financial Matters	<p>a. The clk reported that the 07/08 accounts records had been audited. Other than a comment on not meeting the deadline for the accounts to be submitted, there were no observations. Clks Note The backlog of audits are now complete</p> <p>b. The following invoices were presented at the meeting:</p> <table border="1" data-bbox="360 1279 1302 1413"> <thead> <tr> <th>Payee</th> <th>Service Provided</th> <th>Amount (£)</th> </tr> </thead> <tbody> <tr> <td>C Lippett</td> <td>Litter picking (2 months)</td> <td>£147</td> </tr> <tr> <td>C Lippett</td> <td>Parish Clerk (1 month – includes purchase of new printer)</td> <td>£222.53</td> </tr> <tr> <td>Mazars</td> <td>Audit Fee</td> <td>155.35</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td>£524.88</td> </tr> </tbody> </table> <p>Following a proposal by JD seconded by IT it was resolved that the invoices listed above are paid from Parish Funds Cheques to be issued. Clks Note: All cheques raised and delivered/posted 22 Jan 09</p> <p>c. <u>Income</u> The following income had been received since the last meeting:</p> <table data-bbox="469 1608 911 1715"> <tbody> <tr> <td>£242.07</td> <td>HBOS Share dividend</td> </tr> <tr> <td>£24</td> <td>Advertising – CCN</td> </tr> <tr> <td>£440</td> <td>Rent from playgroup</td> </tr> <tr> <td>£2,317.24</td> <td>VAT Refund</td> </tr> </tbody> </table>	Payee	Service Provided	Amount (£)	C Lippett	Litter picking (2 months)	£147	C Lippett	Parish Clerk (1 month – includes purchase of new printer)	£222.53	Mazars	Audit Fee	155.35	Total		£524.88	£242.07	HBOS Share dividend	£24	Advertising – CCN	£440	Rent from playgroup	£2,317.24	VAT Refund	
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	<p>The following correspondence has been received since the last meeting</p> <p>a. A reply from Bill Wiggin MP in response to our letter regarding the road/cycle path from Credenhill to Stretton Sugwas. Attached to his letter was one from the Head of Highways Hereford County Council (HCC) stating that our case would be considered in the new year and if approved added to the cycle infrastructure list maintained by HCC. Clks Note: List checked 0n 20 Jan 09, no mention of our requirement, email sent to HCC asking what the situation was, no reply as yet. Cllr Matthews indicated that our request would be considered in the near future as part of the new cattle market development and possibly included in the list –see item 2a above). Clk to monitor.</p>																								

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7 Correspondence Received	<p>b. A letter had been received from the owner of Town Well highlighting the recent outbreak of criminal damage to his property and requesting that the playground on Dove Cote lane (where young people tend to congregate during the evenings) be illuminated. He also asked if there are any other measures which the parish council could implement to stop this sort of criminal damage taking place. It was decided that the Clk would contact HCC asking about the possibility of installing lighting in the play park (we have asked before and because no electricity supply was available was told that it was not feasible) and reply to the owner when this information is gained. With regards other measures that could be taken by the parish, there is not much we can do other than to perhaps suggest that the boundary walls are heightened and security lights are installed around his property. The police are aware of the criminal activity and, within their resources are keeping a watch on the premises. Clks Note Email regarding lighting sent to HCC on 26 Jan 09, reply received 2 Feb 09 advising that lighting not feasible. Reply letter to Town Well owner sent 3 Feb 09</p> <p>c. Various information from HALC. Available in information folder for those that wish to view material, nothing of any significance.</p>	
8 Electricity Consumption Youth Centre	<p>The clk explained that the electricity used in the Youth Centre is included in the electricity charges paid by the Community Hall. It was agreed that the parish should pay the electricity costs now that the playgroup use the youth centre 5 days a week. Based on readings from the meter on the youth centre (which feeds into the community hall meter) the clk had recorded weekly usage and devised a formula to calculate payment over a 12 month period (commencing Jun 08) Following a proposal by DD seconded by IT it was resolved that the parish council pay 2 x 6 monthly installment of £316.50 (in Jan and Jul) DD was tasked to check with the Community Hall treasurer committee to determine the daily cost per unit before we finalise our calculations and payments. .</p>	DD
9 Reports (Updated every meeting)	<p>a. <u>Roman Park</u> AB was not present, IT was not aware of any items that needed to be raised at the meeting. JB reported that Dudley fencing had returned to rectify faults on the recently erected fencing.</p> <p>b. <u>HALC/NALC</u> Clk reported that he had received an indication that a team might possibly visit one of our meetings to observe our compliance with Code of Conduct requirements and give advice. This had not been confirmed as yet and would be dependant on the Council accepting the arrangements. Clk to monitor.</p> <p>c. <u>Footpaths</u> JD produced a map which he intended to place in the CCN. It was also decided that it would be beneficial if a copy of these maps could be placed in the Parish Notice Boards. JD to produce and deliver to Clk for display on notice boards.</p> <p>d. <u>Lease</u> JB reported that a revised plan of boundaries connected with the existing lease had been drawn up which would be considered by the Social Club Committee during their forthcoming AGM. Clks Note: The date of the separation of the Community Hall from the Social Club was 28 Nov 1986 (researched by DD), JB informed.</p> <p>e. <u>ESG</u>. No significant developments, there was concern that the project may be delayed with the present credit crisis. Mr Charles Pickles had confirmed that this was unlikely but also warned that is not immune from such action.</p> <p>f. <u>Planning</u> AS reported that no new planning applications had been received since the last meeting and that the requirement to move the bus stop sign further along Station Road at the junction with Oak and Elm Road was being investigated by Hereford City Council. (Transport)</p> <p>g. <u>Speed and weight limitation</u>. Traffic monitoring devices had now been installed on Station Road. Clks Note The devices have now been removed by the council, a report will eventually follow</p>	JD
10 Agenda items for next meeting	<ol style="list-style-type: none"> 1. Outside areas of youth centre (JD to lead) 2. Playgroup (DD to lead) 3. Invite Steve Thompson (Highways HCC) to give talk on future plans for Credenhill. <p>Clks Note email invitation sent 22 Jan 09, reply indicated that HCC Highways are about to be taken over by "Amey" as a Multi Activity Contract and that procedures are likely to be changed, therefore not much point in attending the meeting.</p>	
	<p>a. In response to a query from AS the council were advised that hedge opposite the school had now been trimmed and that the clk is in the process of clearing out all the rubbish at the foot of the wall.</p> <p>b. DD outlined a requirement to position a sensory play area (approx 20 sq ft) in the parish compound; this was part of Early Years Foundation stage as required by OFSTED. The council had no objections to this proposal (no funding from parish required) and asked DD to provide a detailed plan (bearing in mind the requirement for grass cutting and hedge trimming) for perusal by the council at the next meeting.</p>	

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<p>11 Any other Parish Business</p>	<p>c. DD produced quotes for the following in respect of the Community Hall:</p> <p>Replace missing or damaged down pipes £450 Replace 3 fire doors £1305 (In view of time since quotes first provided, Clk to confirm quote amounts before work undertaken) Clks Note. Not received as at 11 Feb 09</p> <p>Council acknowledged that the Community Hall have very little funds to pay for these necessary repairs and that the building needs to be made safe. Therefore, following a proposal by DD seconded by IT it was resolved that the costs of these repairs be met from parish funds.</p> <p>d. RS reported that there was a blockage in the sewage disposal system serving the Social Club, Community Hall, Football changing rooms and the Youth Resource Centre which needed urgent attention. Following a proposal by AS and seconded by JB it was resolved that the cost of clearing the blockage(as a one off) is met from parish funds Clks Note: The blockage was cleared on 23 Jan 09, contractors found that a pipe in the system had become detached and further work (involving the use of breathing apparatus and hoist) required. Invoice for clearance of blockage and quote for remedial work will be sent to Clk. (payment of the latter will need to be decided between the Social Club, Community Hall and Parish Council).</p> <p>e. IT reported that the traffic mirror that was originally sited at the junction of Station road with the A480 had been removed; the staff of Credential Court asked that it be replaced. Clks Note. Email sent to S Thompson (HCC Highways) stating that the original mirror was removed when new road signs were erected on the village green and asking that the mirror is returned and fitted, reply received no trace. Clk will obtain costing and report at next meeting.</p> <p>e. Questions were asked about the bus service terminating at Stretton Sugwas. Cllr Matthews suggested we invite Mr Davies (HHC –Transport) to a parish meeting to explain the thinking behind the changes. Clks Note. Email sent 26 Jan 09, Mr Davies reply indicated that this really was a commercial change in which he had no input and suggested that it would be better if a first bus representative attended.</p> <p>f. The Clk reported that during the recent cold spell there were problems with the Gas Central Heating system in the Youth Centre and that there were water leaks in the playschool activity room and the football changing rooms. Hereford Gas Services were called to undertake the necessary repairs as an emergency. The invoice came to £110, following a proposal by AR seconded by JD it was resolved that this is paid from parish funds. Clks Note. Paid 26 Jan 09</p>	<p>Clk</p> <p>Clk</p>
<p>12 Next Meeting</p>	<p>The next meeting will be held on 18 Feb 09</p>	

The chairman closed the meeting at 9.30 pm

ORIGINAL SIGNED

A ROUND

Chairman

Date: 18 Feb 09

Distribution:

Parish Council:

All Councillors

Parish Clk (for minute folder)

External

Cllr Matthews

Mr L Richardson

Mr Robinson Chairman Credenhill Social Club