

CREDENHILL PARISH COUNCIL

MINUTES OF A MEETING OF THE CREDENHILL PARISH COUNCIL HELD IN THE YOUTH AND RESOURCE CENTRE ON 20 FEB 08 AT 7.30 PM

(To be confirmed at meeting on 19 Mar 08)

| | Name | Appointment/Representing |
|---------------|---|---|
| Present | Mr A Round (AR) Mrs D Daw (DD) Mr J Beavan (JB) Mr J Daw (JD) Mrs C Lloyd (CL) Mrs D Pullen (DP) Mr R Shutt (RS) Mrs I Thompson (IT) Mr A Slater (AS) | Chairman of the Parish Council Vice Chairman of the Parish Council]]]] Parish Councillors]]] |
| In attendance | Cllr Matthews Inspector Gebbie Pam Epton Lawrence Hull Mr C Lippett (TPC) 3 Members of the Public | Hereford County Council West Mercia Police West Mercia Police West Mercia Police (Community Support Officer) Temporary Parish Clk |
| Apologies | Mr A Button | Parish Councillor |

| Item | Discussion and Decisions | Action By |
|---------------------------------|---|-----------|
| 1 Disclosure of Interests | Dawn Daw (Playgroup) Roger Shutt (Social Club) | |
| 2 Visiting speakers | <p>a. <u>Cllr Matthews</u> Outlined the following County Council business which affects the Parish:</p> <ul style="list-style-type: none"> • Site meeting at Kings acre on 21 Feb to discuss possible new roundabout. • The implications of the “Roof Tax”. Details to be ratified and published on 31 Mar 08. • The construction of the cattle market on the Roman Road. • Council tax rise – to be announced shortly. • School closures – Parish schools not involved, <p>b. <u>Inspector Gebbie</u> (PC Pam Epton and CSO Lawrence Hull also in attendance). Inspector Gebbie delivered a frank and open address to the council which covered the following:</p> <ul style="list-style-type: none"> • Direction and Control Complaint has been submitted. • Currently working with MOD Police at nearby military base to try and determine Joint Working Procedures – this is complex and is likely to take some time. • Police officers monitoring the village had recently been involved with youths regarding their behaviour. ASBOs and warning letters have been raised where required. At the present time, the levels of behavior appear to be static. However, Spring and light nights fast approaching. • Inspector Gebbie stressed that police resources are stretched and are primarily concerned in dealing with reported crime. In this respect it is important that the public report accurately any matters which they consider warrant police attendance. | |

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| <p>2 Visiting speakers (continued)</p> | <ul style="list-style-type: none"> In a response to a question posed by JB, Inspector Gebbie stated that police could enter Roman Park if disturbances (including under age drinking) are reported. The Roman Park, even though owned by the Parish Council is considered to be an open space. <p>The Chairman thanked Cllr Matthews and Inspector Gebbie for their input.</p> | |
| <p>3 Minutes of previous meeting</p> | <p>The minutes of the last meeting were proposed by DD seconded by DP as a true and accurate record. Carried.</p> | |
| <p>4 Matters Arising</p> | <p><u>Item 4c. Community Hall Lease</u> JB advised that he had spoken to solicitor, back in hands of Beaumont Davies. Update required at next meeting</p> | <p>JB</p> |
| | <p><u>Item 9 CCN</u> CL had contacted the outgoing editor and had picked up CCN material. Volunteer still required to fill post as editor – CL to take forward and report at next meeting</p> | <p>CL</p> |
| | <p><u>Item 10 Work for playgroup.</u></p> <p><u>Toilets</u> JD explained the revised design plans for the toilet area. This was accepted by the council – no further action.</p> <p><u>Fencing</u> JB had explained the details of the fencing requirement and outlined the quotes received from 3 different companies. After discussion it was agreed that the quote received from Ross Tree Services offered the best value for money. A detailed plan and explanation of the work and breakdown of costs is attached to these minutes. JB therefore proposed that a sum of £ 2640 + VAT be allocated from Parish Funds to meet the cost of the fencing work, seconded by CL, carried.</p> <p>JB is to:</p> <ul style="list-style-type: none"> Inform Ross Tree services of the decision. Liaise with landowners to permit contractors access to adjoining fields <p>Note: A quote to repair/replace barbed wire on top of the chain link fence at the entrance has not yet been received. Report at next meeting.</p> | <p>JB</p> <p>JB</p> |
| | <p><u>Item 11. Dogs</u> AS obtained information from internet regarding warning signs, TPC (assisted by JB) to pursue procurement and installation. AS also provided contact details of Hereford Dog warden – filed in parish records for future use. .</p> | <p>TPC /JB</p> |
| | <p><u>Item 13a Outstanding council action.</u> A reply had been received to a letter written by RS; unfortunately it did not provide the answers we required. A further letter was therefore to be written listing all the outstanding work.</p> | <p>TPC Chairman</p> |
| | <p><u>Item 13d. Steps and fence. – Bus stop – opposite village shops.</u> Letter to Hereford Housing had been acknowledged, work on fence commenced Repairs to steps not yet started. Report at next meeting.</p> | <p>TPC</p> |

| 5 Financial Matters | a. <u>Bank Account</u> The latest bank statements were made available for perusal by those serving on the parish council. There were no observations/queries on the contents of the statements. | Chairman | | | | | | | | | | | | | | | | | | | |
|--|---|---|-------|------------------|--------|----------|---------------------------|--------|-----------|--------------------------------|---------|--------|--------------------------------------|-----------|---------|----------------------------|--------|-----------|-------------------------------|--------|-------|
| | b. <u>Payments (for services provided) from Parish Funds</u> The following invoices were presented at the meeting: | | | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th>Payee</th> <th>Service Provided</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>J Beavan</td> <td>Refuse sacks for handyman</td> <td>£24.00</td> </tr> <tr> <td>C Lippett</td> <td>Duties as temporary parish clk</td> <td>£298.71</td> </tr> <tr> <td>B Moss</td> <td>Hedge laying – Youth/Resource centre</td> <td>£1,800.00</td> </tr> <tr> <td>T Jones</td> <td>Wreath for Remembrance Day</td> <td>£18.50</td> </tr> <tr> <td>C A Lloyd</td> <td>Bulbs and Compost for village</td> <td>£25.50</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td>£2,166.71</td> </tr> </tbody> </table> <p>Proposed by CL seconded by IT that the invoices listed above are paid from Parish Funds. Carried. Cheques to be issued TPC Note. Until a Parish Clk has been formally appointed, the Chairman will retain the council cheque books and issue cheques as required</p> | | Payee | Service Provided | Amount | J Beavan | Refuse sacks for handyman | £24.00 | C Lippett | Duties as temporary parish clk | £298.71 | B Moss | Hedge laying – Youth/Resource centre | £1,800.00 | T Jones | Wreath for Remembrance Day | £18.50 | C A Lloyd | Bulbs and Compost for village | £25.50 | Total |
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| Total | | £2,166.71 | | | | | | | | | | | | | | | | | | | |
| c. A bill for £265.20 was received from the Social Club for the shared metered water bill. There was some concern regarding the method of calculation to determine the payment by the parish council. The history behind water bill payments was to be examined and explained at the next meeting. | Chairman TPC | | | | | | | | | | | | | | | | | | | | |
| 6 Correspondence Received | All correspondence was reviewed, the following decisions were made. a. <u>Mrs Bowles – Credenhill resident Enquiry regarding production of CCN.</u> Reply to be sent. b. <u>RE Daniel & Company Ltd Ground maintenance quote for 2008.</u> Proposed by DD seconded by DP that quote be accepted, carried. Acceptance letter to be sent. c. <u>Consultation on the validation of planning applications- Herefordshire Council Environment.</u> AS to provide response by 29 Feb 08 (TPC Note – please provide copy for Parish Records) d. <u>Mr Rose quote for grass cutting 2008.</u> Proposed by JB seconded by JD that quote be accepted, carried. Acceptance letter to be sent. e. <u>Herefordshire Association of Local Councils - Parish Talk Grant</u> Grant of £300 available if Parish Council take on a major communication project. RS was nominated as the project officer for this task and assisted by CL was to look into the possibility of setting up a website for the Parish Council, update required at next meeting. | Chairman TPC Chairman TPC AS Chairman TPC. RS/CL | | | | | | | | | | | | | | | | | | | |
| 7 Grant for OAP | Proposed by CL seconded by DD that a grant of £135 be allocated to help meet the costs of the Dec 07 OAP Christmas Party. Carried. Cheque and letter to be raised and forwarded to Social Club Chairman | Chairman TPC | | | | | | | | | | | | | | | | | | | |
| 8 Improvement to Steps and Fence by bus stop– opposite shops | See item 13d under Item 4 – Matters arising | | | | | | | | | | | | | | | | | | | | |
| 9 Clearing Roads In village | Letters sent to Hereford Council (Environment Department and Mr Thompson – Letter from RS). Reply received from Mr Thompson who indicated that there is very little that can be done to make those responsible for creating the mess to clear it up. A response letter to be sent to Mr Thompson stating our disappointment and asking for station road to be swept and the drains cleared. Report at next meeting | Chairman TPC | | | | | | | | | | | | | | | | | | | |

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| 10 Responsibility for clearing rubbish Yazor Brook | Letter sent to Hereford Council (Environment) – no reply as yet | Chairman TPC |
| 11 Reports | <p>a. <u>Roman Park</u> JB reported that he had obtained some provisional quotes for re-inforcing the fencing around the roman park. After discussion, it was agreed that this would be a worthwhile project. Quotes had been received from David Lowe using concrete posts for £880 + VAT and Garth Bradbury using wooden posts for £573.67 +VAT. To be discussed and finalized at the next meeting – JB to lead.</p> <p>JB also reported that lime used for marking the football pitches was being deposited under the hedge fronting the park, letter to be sent to football managers to remind them of their responsibilities.</p> <p>The question of car parking in front of the Roman Park entrance was mentioned. When the new waste bins are positioned at the entrance a letter was to be sent to persistent offenders.</p> | <p>JB</p> <p>Chairman TPC</p> <p>Chairman TPC</p> |
| | <p>b. <u>Planning</u> AS advised that 2 planning applications for properties on adjoining parishes should be returned to the planning office with no comment – agreed He also asked for an extension to be requested (to 20 Mar 08) for the planning application in respect of 1 Trenchard Avenue. Report at next meeting</p> <p>TPC Note. A separate planning folder has now been raised and can be viewed by council members if required. AS also outlined the availability of all Credenhill planning applications on the internet.</p> | <p>Chairman TPC</p> <p>AS</p> |
| | <p>a. Playgroup use of Youth/Resource Centre.</p> <p>b. Improvement to railing on pathway alongside Headway Building. (CL to lead on this requirement)</p> <p>c. Location and installation of benches in Roman Park. (Chairman to lead on this requirement)</p> | <p>CL</p> <p>Chairman</p> |
| 13 Any other Parish Business | The Chairman reported that the ESG flood solution plan was gathering in momentum and we will be required to provide a positive input into the scheme in the near future. He considered that it would be wise to appoint a project officer at this time, JD offered to fill this post A separate file for the ESG project had been raised – this was passed to JD. Update required at next meeting. | JD |
| 14 Meeting Closed/Open | <p>At this point the meeting was closed to allow members of the public to address the council. The following matter arose.</p> <p>A gentlemen (resident in the new housing complex at the top of the village) requested that security lighting be provided in the play park area off Dovecote Lane. After some discussion it was agreed that as a first step we need to determine who is responsible for the area, our planning specialist (AS) was to make enquiries and report at the next meeting.</p> <p>The meeting was re-opened at the conclusion of this matter.</p> | AS |
| 15 Next Meeting | The next meeting will be held on 19 Mar 08. Agenda and these minutes will be distributed no later than 7 days before the meeting. | All to note. TPC |
| 16 Meeting Closed | The chairman closed the meeting at 9. 45 pm | |

Original signed
A ROUND
 Chairman
 Date: 19 Mar 08

Attachment: Plan and breakdown of costs for fencing project - Youth/Resource Compound

Distribution:

Parish Council:

External

Mr A Round
 Mrs D Daw
 Mr J Beavan
 Mrs C Lloyd
 Mr A Button
 Mr J Daw
 Mrs D Pullen
 Mr R Shutt
 Mr A Slater
 Mrs I Thompson

Cllr Matthews

Parish Clk (for minute file)

