



**MINUTES OF AN ORDINARY MEETING OF CREDENHILL PARISH COUNCIL
HELD IN THE YOUTH AND RESOURCE CENTRE ON 21 March 2018**

PRESENT:

Councillor Mr Terry Smissen Parish Council Chairman
Councillor Mr Andrew Slater Vice-Chairman
Councillor Mr Ray Rose
Councillor Mr John Beavan
Councillor Mrs Emma Baxter
Councillor Paul Burrige
Councillor Mr Paul Warrington
Acting Parish Council Clerk/RFO – Lee Harper-Smith

Ward Councillor Mr Robert Matthews

Tom Hancock - Balfour Beatty
Emma Cole - Balfour Beatty
Stuart Lindsey - Balfour Beatty

Sally & Harriot from Heartstart (<http://herefordshireheartstart.org/>)

Also present

Three members of the public were present.

The Chairman opened the meeting at 7.30pm

1.0 Apologies for Absence

Councillor Doctor Richard Baxter
Councillor Mrs Dot Pullen
Councillor Mr Adrian French
Mrs Marion Scott – Parish Council Clerk/RFO
Councillor Mr Andrew Round - letter of resignation received

Action Clerk: To write a letter of thanks to Councillor Mr Andrew Round for his service and contribution to the Parish Council.

2.0 Declaration of Interest & Dispensation

2.1 No declarations of interest received.

2.2 No applications for dispensations received.

3.0 Speakers:

Balfour Beatty representatives provided an update on the proposed changes to Station Road.

Following the informal consultation and feedback received from the village the plans have been adjusted to take into account concerns raised and suitable suggestions.

The new plans were distributed during the meeting (copies are being held by the clerk).

Balfour Beatty confirmed that the formal consultation is expected to start on or around Thursday 29th March. The chairman raised a concern that not all residents of the village had received the informal consultation documents.

Balfour Beatty agreed to work with the Parish Council to ensure that all residents within the village and those nearby who are affected by the changes will receive the new consultation documents.

Councillor Mr John Beavan asked if the vertical structures had been accepted by the bus companies – Balfour Beatty confirmed that both bus companies have now agreed with the new plans in particular the design of the vertical road structures.

Ward Councillor Mr Robert Matthews asked if there had been any similar examples within Herefordshire that had been completed. Balfour Beatty confirmed that a similar example can be seen on Venn's Lane with exception of the pedestrian crossings the vertical structures were of the same specification.

All documents will be made available on the parish website when the formal consultation begins.

Clarification of the road sweeping arrangements was sought by Councillor Mr John Beavan - Emma Cole clarified that Credenhill does not receive routine road sweeping however it can be requested on ad hoc basis by emailing the locality steward.

Ward Councillor Mr Robert Matthews provided updates on the following:

1. MoD have accepted ownership of footpath and will report back once they have agreed a way forward.
2. Removal of Trees at Meadow Drive were being investigated.
3. Cross Farm – Still ongoing negotiations with developer
4. Dovecote – Still ongoing discussions with local police regarding parking at the end of Dovecote.
5. Taste for Adventure – Trees and hedges will be resolved ASAP.

Heartstart Herefordshire

Sally & Harriot gave a talk on why it is important for defibrillators to be installed in rural areas. If somebody is having a heart attack then they need a defibrillator using within 8 minutes, it could take longer for the ambulance to arrive! They are designed to be used by an untrained individual. A brief demonstration was provided.

They now only cost around £750 (previously several thousand). Part funding is available from the British Heart Foundation. They are required to be stored in a heated container.

Servicing - the battery & pads require changing every 3 years; (if it's a lithium battery then it could be as much as £125 however some operate on household batteries). They recommended that the Parish should also get the small pads for children as well as the adult ones. A set of pads cost about £50. Positioning, it would ideally be near the shop. Whilst security is a concern it is more important that the defibrillator can be accessed easily, many of the Parishes do not have locks in place and have not experienced issues of theft or vandalism.

Recently in Herefordshire a defibrillator had saved the life of a child several days after installation.

4.0 Public Question Time

Opportunity for members of the public to raise issues or ask the Parish Council questions.

Matters were raised regarding the removal of 3 trees at Meadow Drive, the trees are on Hereford Council land however have been removed by a private contractor.

Action for clerk: To investigate with Balfour Beatty and to report back at the next meeting.

5.0 Minutes

Following a proposal by Vice-Chairman Mr Andrew Slater and Seconded by Councillor Mrs Emma Baxter, it was resolved that the Minutes of the Ordinary Parish Council Meeting held on the 7th March 2018, having been previously distributed were unanimously confirmed as true records and signed by the Parish Council Chairman.

6. Financial Information:

Account balance 31 January 2018
Current account: £1,876.90
Reserve account: £30,008.35
Total bank balance: £31,885.25

Direct Debits

British Gas (23.02.2018) SEB Car Park Lights	24.94
British Gas (23.02.2018) SEB Changing Rooms	19.89
Welsh Water	7.00
Herefordshire Council Waste Collection	123.50
Total payments	£175.33

Payments received:

Rent (1.02.2018)	750.00
Countrywide Maintenance (overpayment repaid)	48.00*
Interest	2.70
Total received	£800.70

Cheques to authorise:

C. Powell (February Litter picking)	244.38
C. Powell (February Cleaning)	90.00
M. Scott PC/RFO (February)	336.00
M. Scott – Expenses	60.00
HMRC (Clerk/RFO)	84.00
H.F.A.S. (Fire Alarm Service)	96.00*
Total	£910.38

Debtors

Rent £3500 – £576.50 from sale of equipment held by Credenhill P.C.

£2,000 to be transferred from Reserve Account.

* Includes VAT at 20%

Closing balance £31,600.24 (Opening balance £31,885.25 -285.01)

Community Account: £1,828.93

Community Reserve Account £28,011.05

Deposit – Credenhill Pre-School: £750.00

Deposit – Credenhill Youth Club £545.26

Prepayment – Chris Atkinson (Roman Park repairs) £465.00

Proposed by Vice-Chairman Andrew Slater and Seconded by Councillor Paul Warrington that it was **resolved** that the above payments are paid from the parish funds.

Action Vice-Chair: Transfer £2000 from reserve account to current account.

7.0 Planning Applications Received

No planning applications received.

8.0 To receive reports from working groups

8.1 Community Hall (AF)	No report received
8.2 Footpaths (PB)	No issues reported or observed.
8.3 Planning (TS/AS)	Already discussed in item 7.0.
8.4 Shops (DP)	Letters had been sent to the business proprietors in the parade of shops regarding the boundary hedging and litter. Works completed.

Action for Clerk: Ask Craig Powell to monitor and report back should the litter become a problem again.

8.5 Flood Alleviation Scheme JB/RR	Nothing to report
8.6 Schools (EB)	Update provided regarding recent opening arrangements during adverse weather.
8.7 Roman Park (TBC)	Window has been replaced

9.0 Diary Actions

- 9.1 Fire Alarm and Emergency Lights at Youth and Resource Centre. Work carried out.
- 9.2 Fire Extinguisher check at Youth and Resource Centre

10.0 Matters arising since last meeting:

- 10.1 Up-date on spider frame and wood bark for play equipment.

The quotes (previously circulated) were discussed and it was agreed that the Sturdy Fencing quote was not only the cheapest but was also more comprehensive. A motion to accept the quote received from Sturdy Fencing was proposed by Vice Chair Mr Andrew Slater and seconded by Councillor Mrs Emma Baxter. The motion was carried unanimously. It was resolved that the Clerk should make arrangements to have the work carried out as soon as possible and to ensure that a suitable weed membrane was used during the works to ensure that maintenance would be kept to a minimum.

Action Clerk: Contact sturdy fencing to make arrangements for works to be carried out.

- 10.2 Key Register – Update deferred until the Clerk was back.

10.3 Replacement kitchen for Youth and Resource Centre – Discussion took place, further information needed before agreement can be made.

Roof insulation at Youth and Resource Centre.

Action Clerk: Look into possible funding/grant schemes for the roof insulation.

10.4 Letter received from resident regarding removal of trees in Meadow Drive.
Addressed further up in the meeting.

11.0 Confirmation of the next Ordinary Meeting, Time, Date & Venue.

7.30 pm, 18th April 2018, Youth and Resource Centre.

The Chairman declared the meeting closed at 8.30pm.

Councillor Mr Terry Smissen Chairman

Signed.....

Date.....