

# **MINUTES OF AN ORDINARY MEETING OF THE CREDENHILL PARISH COUNCIL**



**HELD IN THE YOUTH AND RESOURCE CENTRE ON 15th APRIL 2015 at 7.30pm**

Credenhill Parish

## **Present:**

Mr J Davies (JDA-chair)

Mr A French (AF), Mr B Harris (BH), Mrs Dot Pullen (DP), Mr J Beavan (JB), Mrs J Stewart (JST), Mr Paul Burridge (PB), Mr R Rose (RR), (Parish Councillors)

## **In Attendance:**

Mr B Matthews (BM) - District councillor

J Stephenson (clk) - Parish clerk

Jenni Hurcombe (rfo) - Responsible Finance Officer

## **Item 1 Apologies/Item 2 Disclosure of Interests:**

1 Apologies - Mrs S Bradley (SB), Mr A Slater (AS), Mr J Spreckley (JS)

2 Disclosures of interest - None

## **Item 3 Open discussion/public forum:**

3.1 Visiting speaker - none in attendance

3.2 District Councillor Bob Matthews:

- Waterside:

After meeting with BM, JB and Herefordshire Housing it was agreed that Herefordshire Housing would make some improvements to the road/paths. They will provide the Parish Council with plans and drawings to consider before any work starts.

- Fieldhouse Kindergarten:

The fence around the front of the property will be moved back towards the building.

- Magna Castra:

Balfour Beatty are happy with the plans and the matter should soon be brought to a conclusion.

BM advised that the drainage of cow manure onto fields is legal and there is nothing that can be done about it.

- Repairs:

BM has reported a broken bollard in Ecroyd Park and sign in Mill Lane.

- Late Bus:

The late bus to Credenhill is running again.

3.3 Public Comments/Questions:

- Planning:

Two members of the public attended the meeting with concerns after the planning application for Threshers Barn has been submitted again. BM confirmed he had a discussion with the Planning Officer and was informed that all of the original objections have been removed. He also informed the Parish Council that should this application go ahead, new plans will be sent for comments.

- Community Hall:

A representative from the Community Hall asked if the raised beds at the front of the hall could be used to place recycled tyres with plants. The raised beds belongs to the Parish Council and the request was denied.

## **Item 4 Acceptance of Previous Minutes:**

Following a proposal by DP seconded by JD it was **resolved** that the minutes for the meeting on 18<sup>th</sup> March 2015 are accepted as a true record of the proceedings.

## **5.Financial Information: March 2015**

Account balance 30<sup>th</sup> March 2015

Current account: 5,056.44

No statement received as yet, balance as 27/02/15 Reserve account: 4,653.39

**Total bank balance: £9,709.83**

Payments made during March.

**Cheques (authorised at last meeting)**

|   |        |
|---|--------|
| C Powell (22.75 hrs litter)   | 193.34 |
| J Stephenson (clerk- 24.5hrs plus 10hrs hols @ £9.94 )  |        |
| J Stephenson (expenses key holder, broadband)   | 364.32 |
| J Everall 24/2 - 10/03 (RFO - 15.5 hrs @ £14 +<br>£10 broadband, stamps, ink files and £21.68 |        |
| Mileage £6.30)  | 254.98 |
| Pip Print ( March CCN)  | 429.32 |
| HMRC  | 525.95 |

**Direct Debits**

|  |       |
|--|-------|
| Orange phone(monthly)                            | 24.60 |
| Welsh water (changing rooms)                     | 6.50  |
| British Gas car park lights reduced payments now | 30.00 |
| British Gas changing rooms reduced payments now  | 61.71 |

**Total payments** **£1,890.72**

Payments recieved:

|   |          |
|---|----------|
| Imagination Station (12/2/15) (February rent) | 1000.00  |
| Social Club annual rent                       | 1.00     |
| Total recieved                                | £1001.00 |

**Cheques to authorise: During meeting**

|   |          |
|---|----------|
| C Powell  | 232.88   |
| J Stephenson (clerk-28.5 hrs @ £9.94 )<br>(expenses, PC backup, broadband,) | 283.29   |
| J Everall (RFO -14 hrs @ £14 +£10 broadband)                                | 206.00   |
| Pip Print ( March CCN)  | 429.32   |
| Balfour Beatty Roman Park work  | 8,294.19 |
| Hall returned payment for water.  | 142.08   |
| HMRC final balance  | 0.21     |

**Direct debits during April.**

|                              |       |
|------------------------------|-------|
| Orange phone(monthly)        | 24.60 |
| Welsh water (changing rooms) | 6.50  |
| Changing room eletricity     | 5.00  |
| Car park lights              | 30.00 |

**Total** **£9700.82**

**Debtors**

Electric refund ( preschool) £454.66 (received April)  
Electric over payment (changing rooms) £589.02 (received April)  
Hall - car park electric £22.16  
Social club - car park electric (including last years bill, can not find payment of £127.82) total  
£149.98  
Imagination Station rent March £1,000.  
Precept first payment (of 2) £9,250.00

**Total:** **£11,465.82**

Closing balance £9.01 ( Opening balance 30/03/15 £9709.83 - £9700.82)

**5.2 payments to be agreed.** Following a Proposal by: AF Seconded by AS it was **resolved** that the above payments are paid from the parish funds.

**5.3 payments received.** See above.

**5.4 Requests for financial aid:** Waiting for the accounts from the Community Hall before a grant can be considered. Accounts received from the Scouts, who have requested a grant for £450 for various projects including buying new badges.

**Item 6 Action points from Previous Minutes (Clk to lead):**

- Clk to meet with Betty Morris to look at lease and Fire Risk Assessment
- Clk to do a Fire Risk Assessment for Imagination Station
- Clk to chase Balfour Beatty regarding a representative attending a meeting to discuss the Lengthsman Scheme
- Printing quotes - Clk to discuss with AS

**Item 7 Carried forward from last meeting:**

- Outstanding PAYE payment - RFO has contacted the previous Clerk regarding this and is waiting for a reply
- Painting of Roman Park fence and fence around Chestnut tree - Clk updated Councillors that the painting will be starting within the next two weeks
- Imagination Station will bring a plan to the next meeting regarding the cladding to the front of the building

**Item 8 Contract for Responsible Finance Officer:**

It was proposed and seconded that from the 1st April the RFO will be contracted to two hours a week at £12.50 per hour

**Item 9 Weedkilling quote:**

A quote from Countrywide (the same company contracted for the grass cutting in Credenhill) was accepted. Proposed by DP and seconded by PB

**Item 10 Hedge Cutting:**

**Item 11 Business rising from correspondence received since last meeting:**

- 11.1 Credenhill Canter - 30<sup>th</sup> August 2015  
Clk to confirm which areas of land will be used.
- 11.2 Land by the property on junction of Station Road and Trenchard Avenue  
Clk to contact Hereford Housing to see who owns a strip of land where a fence has been put up right up to the pathway
- 11.3 Fencing running along Station Road (backing on to the gardens of Trenchard Avenue)  
Clk to contact Hereford Housing regarding the upkeep of the fences

**12. Working groups:**

Finance (JB, BH, AS) -

Roman Park (JD) - Clk to follow up letter sent to Sunderlands regarding the damaged fence in the Roman Park

Footpaths (PB) - PB has filled in pot holes in Mill Lane

Planning (AS, BH) - Discussed at point 3.3

Flood alleviation scheme (RR, JB, JSP) - Our Solicitors have still not received anything. Even JB has retired as a councillor, he has offered to see this through until completion.

Website (JST) - none

Schools (JD) - The Headmaster of St Marys School has sent a letter to the parents of all pupils asking them not to park at the top of the hill.

Community Hall (AF) - none

Shops and Businesses (DP) - none

**13. Any other business:**

- Clk to contact Imagination Station to ask them to put all toys away at the end of each day.
- Clk to contact Orange to discuss the contract of the Parish mobile.
- Clk to send a letter to all shops informing them the council is concerned with the state of the car park.
- Clk to ask Craig to weed in front of the Roman Park gate.
- Clk to contact Balfour Beatty to ask when the roads will be swept next.

**14. Agenda items for next meeting:**

- Lengthsman scheme
- Printing quotes
- Imagination Station - to discuss lease
- Review of Clerks salary - clk to bring standard rates for clerks to the meeting
- Website
- Audit of Parish Council
- Grants/donations

**Date of Next Meeting. 20<sup>th</sup> May 2015**

The Chairman closed the meeting at 9.32pm  
Original signed

Jason Davies (chairman)

Distribution: All Councillors, Cllr Matthews, Clk (for Minute folder), and  
Parish Website