

CREDENHILL PARISH COUNCIL

MINUTES OF AN ORDINARY MEETING OF THE CREDENHILL PARISH COUNCIL HELD IN THE YOUTH AND RESOURCE CENTRE ON 13 MAY 09 AT 7.30 PM

	Name	Appointment
Present	Mr A Round (AR) Mrs D Daw (DD) Mr J Daw (JD) M J Beavan (JB), Mrs Carol Lloyd (CL) Mrs D Pullen (DP) Mr R Shutt,(RS) Mr A Slater (AS) Mrs I Thomson (IT)	Chairman of the Parish Council]] Parish Councillors]
In attendance	Mr Bob Matthews Mr Leon Mullett Mr C Lippett (Clk) 4 Members of the Public	District Councillor Hereford County Council Senior Youth Worker Parish Clk

Item	Discussion and Decisions	Action
1 Disclosure of Interests /Apologies	<p>a. <u>Apologies</u> Mr A Button</p> <p>b. <u>Disclosures of Interest</u> Mrs Thomson and Mr Shutt, as members of the social club committee declared an interest in any matters concerning the Social Club.</p>	
2 Visiting Speakers	<p>a. There was no representative from West Mercia Police, the following details of incidents in Credenhill since the last meeting has been sent by PC Pam Epton</p> <ul style="list-style-type: none"> • A car was damaged in Oak Road when the rear windscreen wiper was ripped off and thrown in a nearby garden. No offender identified. • Report of obscene graffiti on play items in Roman Park and on the railings opposite the shop. This was cleaned off by the Police, • Report of obscene graffiti on the wall of 15 Meadow Drive and on the wall of the Dr's surgery. Enquiries on-going to identify the offenders • There have been 8 reports of Anti Social Behaviour in different parts of the village, but mainly in the Oak and Elm Road areas. Offending youths have been identified and the following action will be taken by the Police and Kemble Housing Association <ul style="list-style-type: none"> ○ 2 youths to be served Anti Social Behaviour first warning letters. ○ 1 youth to be served a formal warning for Anti Social Behaviour ○ 1 youth to become subject of an Acceptable Behaviour Contract. This will restrict his movements in certain areas of the village. ○ Kemble Housing will also be serving Acceptable Behaviour Contracts on two families. <p>b. <u>Mr Bob Matthews- District Councillor</u> Covered the following points:</p> <ul style="list-style-type: none"> • Congratulated the Parish Council on the way they conducted their business and their pro-active approach during the last 12 months. • Feasibility study for footpath/cycle path from Credenhill (entrance to military base) to Stretton Sagas was now complete. Cllr Matthews indicated that he had discussed the requirement with many senior executives of Hereford County Council (HCC) and is satisfied that significant progress is now being made on this project. • The planning application for the new Cattle Market will now be submitted in Jun 09. • HCC Chief Executive will be visiting the ward in the near future. Cllr Matthews will inform the Chairman/Clk when the date and time is known, there may be some parish council involvement. • HCC (Steve Thompson) has confirmed that the widening of the road in Hendon Drive has been moved up the work priority list and will hopefully be completed soon. Clk to monitor. • Following enquiries made to the highways department, he had now received a reply from Andrew Lee- Jones confirming that the requirement to impose a 20 mph speed limit on Station road outside St Mary's school is 20th on the priority list. No forecast completion date can be given. 	

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<p>2 Visiting speakers (Continued)</p>	<ul style="list-style-type: none"> • Outlined the special conditions for re-cycling arrangements which HCC are introducing. Also answered specific questions from council members. • Mentioned that he and the Clk had given a radio interview to BBC Hereford and Worcester regarding the increase of strength at the nearby military base. • Confirmed that following a request that he had submitted he had received written confirmation that a grant of £6032 will be forthcoming to help offset the costs of the proposed improvements to the Roman Park play facilities. Clks Note The Chairman thanked Mr Matthews for obtaining this significant contribution, the cheque has been received and banked. <p>c. <u>Leon Mullett Senior Youth Worker HCC</u> Reported on the progress made on the development of youth activities in the village on Thursday evenings. These evenings are well supported and a variety of activities (Arts, sport, cooking etc) have been enjoyed by the youngsters, he mentioned that CSO Dean Wall was very supportive and had made a significant contribution, unfortunately there was no offers of long term help forthcoming from local residents. He expressed his concern at the accident in the community hall when one of his staff fell through a trap door which had been left open and incurred some quite nasty injuries; she was still off work and emotionally may not want to return to work in the village. (Clks Note: JD has now secured the trap doors and raised a risk assessment which has been sent to the to the Chairman of the Hall) Leon was concerned that he may not have sufficient staff to carry on with project but is in talks with his manager to continue the work which he considers as a long term commitment. He considers that a youth strategy for the village needs to be drawn up to determine the way ahead. In the meantime he will carry on providing the service, and indicated that he will probably revert to the streets and the Roman Park during the summer months. He asked that urgent work is undertaken to repair the main door to the community hall, following a proposal by JD seconded by JB it was resolved that parish funds should be used to repair the door as soon as possible. Clks Note. Chairman Community Hall consulted and agreed, letter sent 16 May 09. Door has been repaired.</p> <p>d. On conclusion of this agenda item, the Chairman thanked all visiting speakers for their input into the meeting.</p>	
<p>3 Public questions</p>	<p>a. Mr Nelson outlined the history of his quest to get the Foul and Storm water draining system in the Persimmon Estate adopted by Welsh Water. Letters were exchanged between Welsh Water, Persimmon Homes (Wessex) Limited, Hereford County Council and himself during the period Oct 05 to Jul 06. Unfortunately, no action had been taken by any of the agencies involved to initiate the adoption. Mr Nelson had recently suffered a blockage in the sewer system serving his residence and on contacting Welsh Water to rectify the problem he was informed that the sewers had not been adopted by Welsh Water and were therefore were not their responsibility. He therefore requested that the parish council now write to the agencies concerned to determine what the current situation is, he also requested that in view of a decision by DEFRA that all private sewers will be taken over by water firms in the future, we should also consider writing to our MP to inform him of the circumstances and asking for support for his support to overcome the problem. The Clk is to draft appropriate letters(for signature by the chairman) to the agencies concerned to, in the first place, find out what the current situation is and then decide on an appropriate course of action. Clks Note Letter sent 16 May 09 to Persimmon Homes, reply awaited.</p> <p>b. Mr Chant asked if a flashing speed check sign could be located on the road before the bridge at the bottom end of Station Road. JD advised that a recent survey had indicated there was not a speeding problem in the village and the cost of providing such a facility could not be justified.</p> <p>c. Mr Rose asked if the annual letter to Glebe Close residents regarding the boundary fence of the Roman Park at the rear of the gardens in Glebe Close had been sent. The Clk replied that a letter would be drafted and delivered within the next 2 weeks. Clks Note Letter drafted 14 May 09 and passed to JB for confirmation of content, letters delivered to houses 7 Jun 09</p>	
<p>4 Minutes of previous meeting</p>	<p>Following a proposal by JB seconded by IT was resolved that the minutes for the meeting on 15 Apr 09 are accepted as a true and accurate record of the proceedings.</p>	

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<p>Explanatory Note 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.</p>																																																
<p>5 Matters Arising</p>	<p><u>Item 10 Meeting 15 Apr 09</u> The chairman reported that he had received a letter from Mr Fortey (who resides at Hendon Drive) requesting that some action is taken to review the width of Hendon Drive road and considerable damage to the grass verges caused by wide bodied vehicles and inconsiderate parking. Clks Note. Site meeting arranged by Mr Bob Matthews on Tue 21 Apr 09, (Mr Thompson HCC and Clk will also be present) to view problem. Email sent to HCC 21 Apr requesting authorisation for road widening, proceedings of the site meeting were encouraging. Clk to report at next meeting. Clks Note. See note from Cllr Matthews (item 2 b above), work will be completed soon, Clk to monitor. Letter sent to Mr Fortey 15 May 09</p>																																															
<p>6 Financial Matters</p>	<p>a. The Clk reported that a reconciliation of the accounts and the cashbook for the period 1 Apr 08 to 31 Mar 09 had been circulated to all council members, no comments was forthcoming. Following a proposal by JB seconded by IT it was resolved that the accounts records for this period are approved and now submitted for audit, Clk to arrange. Clks Note Submitted for internal audit 8 Jun 09</p> <p>b. There was much discussion regarding the renewal of the subscription for HALC/NALC. Following a proposal by JB seconded by CL and after a vote, it was resolved that the subscription would not be renewed. The alternative proposal by DD seconded by RS to renew the subscription was not supported by the council. Clk to draft letter to HALC to notify our decision. Clks Note. Done 15 May 09</p> <p>c. The Clk outlined the situation regarding the parish council's contribution to the water bill for the community site which has been paid by the social club. He had calculated that our contribution was £633.76 which accounted for the fact that no payments had been made for the last 2 years and that a tremendous amount of water was lost when a water pipe burst in the football changing rooms and was not detected for approx 2 weeks. The Clk advised that the calculations had been circulated to members of the financial working group who approved the calculations made. Following a proposal made by DP seconded by JD it was resolved that the sum of £633.76 is paid to the social club. Clks Note. Cheque raised and delivered to Social Club 13 May 09, this brings us right up to date, arrangements now in place to ensure that in future, water bills are accurately split between the parish, social club and the community hall.</p> <p>d. The Clk requested that the following bills are authorized for payment from parish funds:</p> <table border="1" data-bbox="349 1115 1185 1413"> <thead> <tr> <th><u>Payee</u></th> <th><u>Service Provided</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>R Rose</td> <td>Grass cutting</td> <td>£300</td> </tr> <tr> <td>4 Seasons</td> <td>Weed treatment and strimming – Roman Park and</td> <td>£230</td> </tr> <tr> <td>Ground Care</td> <td>Parish compound</td> <td></td> </tr> <tr> <td>Allianz</td> <td>Insurance</td> <td>£1,097.77</td> </tr> <tr> <td>T Baldwin</td> <td>Fire doors/down pipes – Community Hall</td> <td>£1,993.75</td> </tr> <tr> <td>Fete Committee</td> <td>Grant for village fete</td> <td>£500</td> </tr> <tr> <td>C Lippett</td> <td>Parish Clerk (2 months)</td> <td>£464.41</td> </tr> <tr> <td>PIP Printing</td> <td>CCN Production costs</td> <td>£351.48</td> </tr> <tr> <td>Social Club</td> <td>Contribution to site water bill</td> <td>£633.76</td> </tr> <tr> <td>A Button</td> <td>Mileage for attending meeting in Kington (playbuilder)</td> <td>£13.95</td> </tr> <tr> <td></td> <td>Totals</td> <td>£5,585.12</td> </tr> </tbody> </table> <p>e. Following a proposal by DD seconded by JD 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.</p> <p>f. The following income has been received since the last meeting</p> <table border="1" data-bbox="349 1602 1218 1745"> <tbody> <tr> <td>£8000</td> <td>First installment of parish precept</td> </tr> <tr> <td>£440</td> <td>Playschool rent</td> </tr> <tr> <td>£6</td> <td>CCN Adverts</td> </tr> <tr> <td>£198</td> <td>Contribution from Social Club for repair to site sewer system</td> </tr> <tr> <td>£198</td> <td>Contribution from Community Hall Club for repair to site sewer system</td> </tr> </tbody> </table>	<u>Payee</u>	<u>Service Provided</u>	<u>Amount</u>	R Rose	Grass cutting	£300	4 Seasons	Weed treatment and strimming – Roman Park and	£230	Ground Care	Parish compound		Allianz	Insurance	£1,097.77	T Baldwin	Fire doors/down pipes – Community Hall	£1,993.75	Fete Committee	Grant for village fete	£500	C Lippett	Parish Clerk (2 months)	£464.41	PIP Printing	CCN Production costs	£351.48	Social Club	Contribution to site water bill	£633.76	A Button	Mileage for attending meeting in Kington (playbuilder)	£13.95		Totals	£5,585.12	£8000	First installment of parish precept	£440	Playschool rent	£6	CCN Adverts	£198	Contribution from Social Club for repair to site sewer system	£198	Contribution from Community Hall Club for repair to site sewer system	
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<p>7 Village Fete</p>	<p>JD reported on the progress being made in preparation for the fete on 12 Jul 09, every thing was going to plan, no major problems anticipated. .</p>																																															

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<p>8 Correspondence Received</p>	<p>The Clk reported that the following correspondence had been received since the last meeting:</p> <table border="0"> <thead> <tr> <th data-bbox="391 163 548 193"><u>From</u></th> <th data-bbox="683 163 821 193"><u>Concerning</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="391 220 548 296">Mr Nelson HCC</td> <td data-bbox="566 220 1203 296">Sewers –Persimmon estate (see item 3a above) Incident in Community Hall (See item 2c above). Passed to Chairman of the Community Hall</td> </tr> <tr> <td data-bbox="391 302 444 331">HCC</td> <td data-bbox="566 302 1167 331">List of polling stations European Parliamentary Elections</td> </tr> <tr> <td data-bbox="391 331 444 361">ESG</td> <td data-bbox="566 331 1227 361">ESG Follow up to presentation at last meeting (passed to WG)</td> </tr> <tr> <td data-bbox="391 361 444 390">HCC</td> <td data-bbox="566 361 984 390">Playbuilder Programme (passed to AB)</td> </tr> <tr> <td data-bbox="391 390 548 436">Mr Richardson</td> <td data-bbox="566 390 1239 436">Email notifying first sweep of parish paths by newly formed litter group.</td> </tr> </tbody> </table>	<u>From</u>	<u>Concerning</u>	Mr Nelson HCC	Sewers –Persimmon estate (see item 3a above) Incident in Community Hall (See item 2c above). Passed to Chairman of the Community Hall	HCC	List of polling stations European Parliamentary Elections	ESG	ESG Follow up to presentation at last meeting (passed to WG)	HCC	Playbuilder Programme (passed to AB)	Mr Richardson	Email notifying first sweep of parish paths by newly formed litter group.	
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<p>9 Reports (Updated every meeting)</p>	<p>a. <u>Roman Park</u> AB was not present but had produced a very comprehensive brief on the progress of the play park improvements which included the following timescale (yet to be confirmed):</p> <p>22 May Will Edwards from HCVYS @ Credenhill Primary School for consultation 27 May Report returned from Will Edwards 3 Jun Project Board meeting by HCC executives 4 Jun Final Consultation @ Credenhill School & Village Mid June Sign Off</p> <p>AB provided a draft consultation report (completed by Will Edwards) and an initial final drawing which was circulated to all council members. Kompan (the builders) envisage a lead time of 30 days. AB is confident that the 30th August deadline will be met.</p> <p>b. <u>HALC/NALC</u> JB gave a brief report on the contents of the SAM meeting on 20 Apr 09, there were no issues which affected the parish council. Clks Note: In view of the fact that we have not renewed our subscription, it is assumed we will not be invited to any more meetings, or receive any more correspondence from HALC/NALC. This working group will therefore be discontinued.</p> <p>c. <u>Footpaths</u> Nothing of significance to report.</p> <p>d. <u>Lease</u> JB reported that a meeting had taken place between the Parish Council and the Sports and Social Club and that considerable progress had been made. Verbal agreement was reached regarding the amendments to the lease, particularly the boundary definitions. The Social Club had undertaken to notify us in writing of their comments on the lease after the Annual General Meeting of the Club had taken place. In the meantime, it was suggested that the Clk contact the Secretary to remind them of this undertaking. Clks Note Email sent 14 May 09</p> <p>e. <u>ESG</u>. JB reported that in response to a communication from Gerrard Williams it was now proposed to convene a further meeting with ESG management team to further determine the action required by the parish council on a number of matters. Report at next meeting</p> <p>f. <u>Planning</u> AS reported that no new planning applications had been received since the last meeting.</p> <p>h. <u>Website/CCN</u> The contract for the provision of the website was nearing completion, CL and the Clk would work together to finalise the content of the site and determine the practical method of maintaining and updating the website. Mr Richardson had now undertaken CCN distribution commitments previously completed by RS.</p>													
<p>10 Agenda items for next meeting</p>	<p>a. Community Hall – involving a visit to the facility (AR to lead). b. Content and layout of CCN (CL and AR to lead) . c. Review of Playschool rent (AS to lead) d. BMX project (AR to lead)</p>													
<p>11 Any other Parish Business</p>	<p>a. JB reported that the ground under the new fencing in the Roman Park would be levelled and stones removed by Mr Sweetman in the near future. Clks Note. Work already authorised.</p> <p>b. AS reported that a sign regarding clearing up dog waste located on the alleyway alongside the shops had been vandalized. Clk will endeavour to obtain new signs from HCC. Clks Note. Email sent to Cllr Matthews 15 May 09</p>													

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	c. CL read out a letter from a parishioner regarding the response by the Chairman and another parishioner to a letter written by Mr Woods which appeared in a previous edition of the CCN. The author of the letter did not want his name disclosed and was quite critical of the effectiveness of the Parish Council, and in particular the Chairman. It was agreed that the letter would not be published in this edition of the CCN and that the editor would write to the author to invite him to meet up with the chairman and discuss the various points he had made. Ciks Note Email sent by CL, no response as yet.	
12 Next Meeting	The next meeting will be held on 17 Jun 09	

The chairman closed the meeting at 9.45 pm

Original signed

A ROUND
Chairman
17 Jun 09

Distribution: All councillors, Cllr Matthews, Mr Richardson, Mr Robinson (Social Club), Ck (for minute folder)