MINUTES OF AN ORDINARY MEETING OF THE CREDENHILL PARISH COUNCIL HELD IN THE YOUTH AND RESOURCE CENTRE ON 15 MAY 2013

Present: Mr J Davies (vice Chair)
Mr J Beavan (JB), Mr A Slater (AS), Mr R Rose (RR), Mrs D Pullen (DP), Mr A French (AF), Mr J Dover (JDover), Mr P Burridge (PB), Mr B Harris (BH), Mr J Spreckley (JS). (Parish Councillors)

In Attendance
Mr B Matthews (BM) - District councillor
Mrs J Everall (clk) - Parish clerk
8 members of the public.

Item 1 Apologies/Disclosure of Interests
A Apologies – none
B Disclosures of interest – none.

Item 2 Visiting Speaker
A District Councillor Bob Matthews:

- Informed the PC work for the resurfacing work on Station Road is scheduled for June.
- Reiterated the significant savings that are needed to be made by HC.
- Confirmed there is a back log on repairs.
- Discussed his resignation as Group leader of the independents but would continue to serve the parish until 2015.

B Police report. The clk read out the following:
An offence of Criminal Damage occurred between 6pm 23rd Feb and 9am 24th Feb at Credenhill. Persons unknown made their way to a residential estate within the village and approached the victim's vehicle which was parked on roadside opposite partner's address. They have gone to the passenger side of vehicle and used a sharp implement to then score 2 x 1ft long scratches into the sliding door. They have then gone to rear panel on passenger side and scored 2 further 1ft scratches into paintwork which have gone deep into the metal.

A Domestic Assault occurred at 1.59am 3rd March at Credenhill between a recently divorced couple whereby the male punched the female in the face causing a black eye and reddening to the face. As a result he was arrested and CHARGED with assault.

An offence of Criminal Damage occurred between 6pm 3rd March and 11am 4th March at Credenhill. Persons unknown have inserted an unknown implement into the sidewall of a tyre of a secure and unattended vehicle that was parked on the roadside.

An offence of Criminal Damage occurred between 6pm 5th March and 9am 7th March at Credenhill. Persons unknown have made their way into residential estate of rural village and approached the victim's vehicle which was parked on roadside close to home address. A sharp implement has been used to score a number of scratches along the entire side of the vehicle.

An offence of Assault occurred between 4pm and 4.56pm on 14th March at Credenhill. It would appear that a domestic assault occurred between a serving soldier and his wife regarding a divorce. As a consequence he was arrested and later CAUTIONED for the offence.

A Burglary dwelling occurred between 4am and 4.30am 16th March at Credenhill. The unknown Offender approached the terrace dwelling house via a back alleyway and a back garden. They entered via insecure patio doors and walked through the conservatory lounge and up the stairs. He used a mobile phone as a torch and was disturbed when the occupant woke up to see him standing at the top of the stairs. Offender left via same route and the victim followed and saw person of same description appear from garage door opposite the end of the alley. The offender was arrested and CAUTIONED on 28th March.

An offence of Possession with Intent to Supply a controlled drug occurred at 4.10am 5th April in Credenhill. Whilst on patrol, officers encountered a vehicle parked in front of garages in a residential location. Officers approached the vehicle and observed two males sat in the front seat. The suspect, who was the driver, was found in possession of +£600 and a search of the glove box uncovered a metal tin, containing two bags of a green leafy substance, and a small amount of cannabis resin. A bag containing a number of larger bags with a green leafy substance in it was found in the covered compartment of the centre console. The offender was arrested and CAUTIONED that same day.

A Make of without Payment occurred between 2am and 2.35am 14th April at Credenhill. The taxi driver collected a fare and transported a heavily intoxicated female passenger to an address in Credenhill. On arrival in Credenhill the passenger jumped from the vehicle without payment. Unfortunately a credit card belonging to the offender was left behind in the vehicle. Enquiries are continuing.

Item 3 Public Questions – 8 in attendance.
A member of the public was concerned by an apparent lack of police presence in Credenhill. PC instructed clk to invite PC James to attend the next meeting. Clk note: Done PC's unable to attend meeting.
Concerns were raised regarding the parking of vehicles close to the school entrance on Station Road. Clk note: write to school and nursery.

Item 4 Confirmation of Previous Minutes
Following a proposal by DP seconded J Dover by it was **resolved** that the minutes for the meeting on 17th April 2013 are accepted as a true record of the proceedings.

Item 5 Business arising from Previous Minutes (Clk to lead)

a. Magna Castra Farm – Mr Willmont sent a report to update the PC regarding issues at the farm. An application was due to be submitted for the slurry tank and revised planting.

b. Pavement sweep. - Completed wc 17th June.
c. Graffiti/Fence on station Road – Graffiti is ongoing and Herefordshire housing will repair the fence in due course.
d. Post Office. – No further information.
e. Football contracts – AR has forwarded the documents to each team. Misfits sent a letter querying the price increase. PC confirmed increase was for the cleaning completed by Mr Powell. Clk note: contact misfits. Done23/5
f. Speeding consultation. – No further requests to view this information have been made.
g. HBOS shares – clk reported the shares can be transferred and sold at a cost of £45 or 1.5% commission. Mr Round had suggested that he purchase the shares from the PC. The share price today is 59.90p PC own 242. It was **resolved** the PC accept Mr Rounds offer. RR proposed and JB seconded this action. Clk note: inform Mr. Round. Email sent 23/5
h. Roman Park pavement – A drawing was forwarded to the PC. A discussion took place over the ownership of the triangle outside the entrance. Clk note: contact owner to gain permission for repairs. Email sent 23/5

Item 6 FINANCIAL INFORMATION: MAY

Payments MAY 2013

Supplier	Total	account balance	Date
Pip printing MAY CCN chq.	367.6		
C Powell - Litter.28.25 hrs cleaning/handyman 8.25hrs	292		
J Everall- 38.5 hours + £7 phone/ broadband allowance. 1st - 30th April Chq	392		
R Weston - grass cutting march	325		
Welsh water – RP. Direct Debit	59		
British gas - RP electric direct debit	30		
British gas - preschool gas direct debit	80	639.55	17/04/2013
British gas - car park lights	20		
British gas - preschool electric direct debit	100		
Total for month	**1665.60**		

Receipts (During April 2013)

Credit From	amount
CCN adverts	40
Imagination station Feb/Mar	2484
social club/ hall electric payment	69.56
precept first payment	8,400
amey water bill Roman park	630.37
Total receipts for Month	**11,623.93**

Debtors	amount
total outstanding payments	

Petty Cash payments April 2013

Paid to / Purchase	total
stamps one stop	3.60
Ryman's files	3.99
Total	**7.59**

Current bank balance 30/4/13 - £22,631.44

Following a proposal by AS seconded by JS it was **resolved** that the above payments are paid from the parish funds.

Item7 Boundary on Roman Park clk read out a quote for the replacement fence. However JDover was tasked with obtaining further information on possible funding. Report back at next meeting.

Item 8 Neighbourhood planning (clk to lead) The clk reported that no responses had been received from a recent CCN advert. J Dover who attended a recent training session regarding the NP suggested delivering a leaflet to each home and returning to discuss the issue with each household. Pc agreed to this action and instructed clk to invite Sam Banks to next meeting. Clk note Action

Item 9 Litter/ handyman contract. The finance group suggested Mr Powell should hold liability insurance and stand by this decision. Mr Powell is to continue on hourly contract and inform PC of any extra hours. Clk note. Action

Item 10 Clerks rate of pay. During a recent finance meeting a member suggested the clks rate of pay be reviewed. After discussion it was **resolved** to increase her payments to SCP24 £10.84 per hour JS proposed and J Davies seconded this action.

Item 11 -Business arising from correspondence received since last meeting. (Clk to lead):
Urban grass cutting grant – A grant is available to PC's for £200. Clk note: action Done 16/5
Dog noise – A local resident has complained about noise caused by a dog. PC suggested an advert be placed in the CCN. Clk note: action. Done 16/5
Parish insurance – clk reported the insurance is due for renewal soon. Clk note: Obtain quote and forward to PC. Done.
Preschool request. The preschool requested permission to hold a summer fete. Clk note: inform preschool permission is granted. Done 20/5.
Halc - requested if they could place an advert in the CCN. The PC replied that HALC would need to send payment.
Mr. Weston - Forwarded a quote for grass maintenance and repair at the preschool/hall. It was resolved that the PC accepts the quote for £150. RR proposed and JB seconded this action. Clk note Inform Mr Weston. Done 23/5
Parking in Waterside - A complaint has been received regarding football teams parking in Waterside. Clk note: write to teams and add to CCN. Clk note Action
Rospa - Are due to visit Roman Park shortly. BH agreed to meet with the representative. Meeting cancelled. Meeting held on 18th June. List made by clk of items needing repair.

Item 12 - Reports (updates) concerning the working groups within the Parish council
A .Finance - (D Daw/ J Beavan/ A Slater/ R Rose) JB reported on the following after a recent finance meeting:

- Reviewing the value of each of the parish buildings for the asset register. Add to next finance meeting.
- Clk suggested all invoices are brought to each meeting and signed by PC member but NOT signatories.
- Clk discussed the urgent need for a second signatory to be added along with new postal address once Andrew steps down. JB recommended there should be 3 signatories.
- Possibility of setting up internet banking.
- RR raised his concern regarding the large water bill the PC will receive shortly. Jdover suggested PC raise invoice and send. Clk note action DONE 23/5.
- J Dover recommended the Clk research a new supplier for Gas/ electric to reduce this cost. Clk note action
- Clk to complete variances sheet for audit.
- Clk to complete forms to enable VAT claims to be completed online.
- J Dover also recommended a new system for producing the monthly accounts for parish meetings.
- David Nowell has requested an update from the PC.
- J Dover proposed and JB seconded the accounts are now ready to be sent to the internal auditor. Clk note action. Done 22/5

b. Roman Park – (no representation) – A discussion took place with a homeowner whose property adjoins the park. There was some confusion over the ownership of the maintenance strip. The homeowner agreed to check their deeds and report back.
c. Footpaths - (P Burridge) none
d. Planning - (A Slater/B Harris) PC has received a planning application for Orchard house for a replacement corrugated garage and implement store with 2 bed single storey dwelling. 1 Cross Barns for a new porch and The Hollies, Tillington for the demolition of a dilapidated single storey extension and erection of single storey workshop and detached double garage. The PC has made no comments on these applications. Clk note inform planning office – Done 16/5/13 PC is still waiting for decisions on Sharaine and Mill Farm (Raw Striker).
e. Flood Alleviation Scheme - (J Spreckley/ J Beavan/ J Daw/ R Rose) – Andrew Lyke sent a report stating HC are still offering the settlement as previously discussed. PC instructed clk to contact HC regarding the gates not being locked around the site. Clk note: Action done 23/5
E.Website/CCN - (no representative)
f.Community Hall - (A French) – Hall has a new secretary and chairman. Concerned about the lack of a water bill from the social club.
g. Schools (J Davies) - none
h.Shops/Businesses - (D Pullen) None.

Item 13 - Agenda items for next meeting
Neighbourhood planning.
Boundary Fence
Grants/Funding update.
Lockable bin.

Item 14 - Any other business
BH informed PC of a possible planning application he may submit for 3, 2 bed bungalows at the rear of his property.
JB asked the clk to advertise the PC vacancies.
Clk reported some holiday had yet to be taken for last year and would add this to Mays hours.
Item 12 - Date of Next Meeting. **19 June 2013.**

The Vice Chairman closed the meeting at 9.45pm
Original signed

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