

CREDENHILL PARISH COUNCIL

MINUTES OF THE ANNUAL CREDENHILL PARISH COUNCIL MEETING HELD IN THE YOUTH AND RESOURCE CENTRE ON 14 MAY 08 AT 7 PM

	Name	Appointment
Present	Mr A Round (AR)	Chairman of the Parish Council
	Mrs D Daw (DD)	Vice Chairman of the Parish Council
	Mr A Button (AB)]
	Mr J Daw (JD)]
	Mrs C Lloyd (CL)]
	Mr R Shutt (RS)] Parish Councillors
	Mrs I Thomson Mr A Slater]]
In attendance	Mr B Matthews	District Councillor
	Mr C Lippett (Clk)	Parish Clk
	5 Members of the Public	
Apologies	Mr J Beavan (JB)	Parish Councillor
	Mrs D Pullen (DP)	Parish Councillor

Item	Discussion and Decisions	Action
1 Previous minutes	The Chairman explained that although a meeting was held during 2007 no minutes had ever been raised by the previous Parish Clk.	
2 Chairman's Report	<p>The content of the chairman's report are as follows</p> <p>THE YEAR</p> <ul style="list-style-type: none"> • For the first half of the year, very little was achieved and the administration and organisation of the Council suffered through an apparent lack of interest and involvement by Ms Bloss as the Parish Clk, this unsatisfactory state of affairs came to a head in December 2007 when the Parish Council formally dismissed Ms Bloss from her position. • The second half of the year has been a lot more productive, Colin Lippett volunteered to fill the role of Parish Clk on a temporary basis from 1 Jan 08, after a process of selection, (during which he was subsequently found suitable) he was formally appointed to fill the post on 1 Apr 08, there were no objections from any Council Members. <p>ORGANISATION</p> <ul style="list-style-type: none"> • Much progress has been made since Jan 08, some of the more significant improvements are listed below: <ul style="list-style-type: none"> ➤ A "Governance" folder has been introduced which will eventually contain Standing Orders for the Council, (Including Financial Regulations), Job Descriptions for Council Sub Groups and council employees, (Parish Clerk and litter pickers). It is intended that this folder will provide the foundation around which Parish business is to be conducted. ➤ We now have a practical system of producing, distributing and displaying accurate Agenda's and Minutes for all Parish Meetings. 	

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	<p data-bbox="639 91 1289 219">➤ A more comprehensive record storage system has been introduced to ensure that parish records are maintained in date order and readily available for all to view.</p> <p data-bbox="639 255 1289 383">➤ I am currently looking at the structure and job description of each sub group within the Council; these will be announced at the next meeting.</p> <p data-bbox="352 421 660 454">FINANCIAL MATTERS</p> <ul data-bbox="472 495 1315 1205" style="list-style-type: none"> <li data-bbox="472 495 1315 591">• Not including invoices which will be authorised for payment at the Ordinary Meeting (following the Annual meeting). The balance of the Parish bank account is £39,071.72 <li data-bbox="472 629 1315 792">• The Parish Clerk is awaiting information from Customs and Excise regarding previous claims submitted by the Parish Council, once the information is received, an application for repayment of VAT paid over the last 2 years will be submitted. <li data-bbox="472 831 1315 1032">• The accounts are now due an External Audit, owing to missing document following the release of Ms Bloss from her employment as Parish Clk, reconciliation of accounting records has been extremely difficult, but progress is being made. HALC have been informed of our predicament and we have sought advice from them, nothing forthcoming yet. <li data-bbox="472 1070 1315 1205">• A set of financial regulations are currently being drafted by the Financial Sub Committee (John Beavan and Adam Button). These should be available for approval by the Council in the near future. <p data-bbox="352 1272 735 1305">NOTABLE ACHIEVEMENTS</p> <ul data-bbox="472 1346 1315 2092" style="list-style-type: none"> <li data-bbox="472 1346 1315 1413">• The CCN has thankfully been re-launched. Many thanks to Carol Lloyd and Glenda Hinds <li data-bbox="472 1451 1315 1615">• A Sub Committee (Jeremy Daw and Adam Button) has been formed to liaise with Hereford Council, planning agencies and contractors on the implications of the ESG flood solution. This is a most significant development which should move forward within the next 6 months. <li data-bbox="472 1653 1315 1720">• A Parish web site is currently being designed, again by Carol Lloyd and Glenda Hinds. <li data-bbox="472 1758 1315 1921">• Much work has been undertaken in the Parish “Compound”, (the Playgroup, who redecorated and improved the Youth/Resource Centre will occupy the building on 1 Jun 08) Improvements, (mainly to hedging and fencing) are self evident. <li data-bbox="472 1960 1315 2092">• A lap top computer and printer/scanner/photocopier for use by the parish clk has been purchased. New parish notice boards have also been purchased and located at the Post office and Shops. 	

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	<ul style="list-style-type: none"> • New seats have been provided in the Roman Park, the front gate has been re-painted and arrangements are in hand to reinforce the chain link fencing. • The Parish Clerk has raised a register of all outstanding work within the village and has established communication channels with the appropriate Hereford Council agencies. <p>THE WAY AHEAD</p> <p>The Chairman concluded his report by thanking all council members for their contribution over the year. He was optimistic that with the new sense of purpose within the council, much could be achieved during the next 12 months.</p>	
3 Public Questions	Mrs Patrick raised the question of the “lean to” by Jasmine House. She was advised that the planning application (submitted retrospectively) had been refused. This was mentioned to Mr Peter Yates (Hereford Council Planning Department) during his attendance at the Parish Meeting on 16 Apr 08, during which he confirmed that Hereford County Council is responsible for taking this matter forward, there is no further requirement for the parish council to get involved. Mr Matthews (District Councillor) offered to pursue this matter with the council – accepted.	Mr Matthews.

The chairman closed the meeting at 7.25 pm

A ROUND

Chairman

Date: 13 May 09

Distribution:

Parish Council:

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
Parish Clk (for minute folder)

External

Cllr Matthews