

# **MINUTES OF AN ORDINARY MEETING OF THE CREDENHILL PARISH COUNCIL** **HELD IN THE YOUTH AND RESOURCE CENTRE ON 19 SEPTEMBER 2012**



Credenhill Parish Council

**Present:** Mr A Round (AR) (Chairman),

Mr J Beavan (JB), Mr R Shutt (RS), Mr R Rose (RR), Mr A Slater (AS), Mr J Davies (JD), Mr J Spreckley (JS), Mrs D Pullen (DP) Mr A French (AF), Mrs N Holder Jones (NHJ) (Parish Councillors)

## **In Attendance**

Mr. R. Pritchard

CSO Dean Wall.

Mr B Matthews(BM) - District councillor

Mrs J Everall (clk) - Parish clerk

12 members of the public.

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

A **Apologies** – Mr J Daw, Mrs D Daw, Mrs S Gummery, Mrs Louisa Rawstron (Parish Councillors)

B **Disclosures of interest** –R Rose (grass cutting/payment) J Spreckley (item 13 AOB).

## **Item 2 Visiting Speakers**

a. CSO Dean Wall- Reported on the following:

- Criminal damage to changing rooms on Roman Park has been undetected and no further action.
- Has spoken to owners of vehicles parking on the pavements in Station Road
- Thursday 30<sup>th</sup> August a male in the village was arrested for drunk and disorderly issued with £80 FPN.

b. Mr. R. Pritchard

- Gave a brief report on a possible development for approximately 5 houses to be built on land near the A480, Station road junction. He stressed that the plans are at a preliminary stage and would appreciate parish comments. He confirmed that there would be no access to the school.
- Neighbours to the land attended and raised their concerns over the safety of the added junction, effect on property values and explained that their current properties are listed.

No further action is required until a planning application is submitted.

Mr Pritchard also commented on the noise/ odour from the Magna Castra farm. RR suggested he keep a diary of the times and forward this information to Hereford council.

c. District Councillor Bob Matthews

- Reported on the remedial work to be carried out on Station Road starts on the 21<sup>st</sup> September.
- Updated the PC with regard to the Stretton foot/cycle path work is 3 weeks behind and should be completed mid October.
- Thanked locals who attended the Raw Striker planning meeting earlier in the day the application was refused, however, the applicants are still able to appeal.
- Confirmed that Hereford council had withdrawn the objections to the mobile home on land at Mill Farm and will now proceed with a planning application.
- Requested that in future planning meetings a member of the PC be authorised to speak on behalf of the PC.
- Agreed to chase up the localities team to attend a parish council meeting.

## **Item 3 Public Questions –**

a. **Raw Striker planning application.**

Mr Burridge thanked BM for his involvement in the Raw Striker application and requested that a residents association be set up to deal with this issue should there be any future developments. PC agreed.

b. **15 Magnis Close**

Neighbours to the rear of 15 Magnis close raised their concerns over a proposed two storey planning application. Both properties would be overlooked and the proposed extension would have larger windows than currently installed. JS stated the regulations regarding 22metres window to window. PC agreed to forward these concerns. Clk note: send PC comments. Done 1/10/12

c. **Flood Alleviation Scheme.**

Paul Bevan (chairman of the social club) queried the length of time the remedial works will take this autumn; PC replied that at least 7 weeks. Once again the car park will be restricted. Mr Bevan was instructed to contact the clk immediately should any problems occur with the remedial work. The PC has instructed HC to install lights before work commences. Contractors are to use their compound/field to store all materials. Mrs Pritchard (Imagination station Manager) also asked if the level of noise and dust would be repeated JS confirmed that the PC have worked hard to overcome many problems but there would be a degree of disruption to all involved and recommended she contact HC direct with her complaint. JS reiterated the need for all problems to only be reported to the clk when work begins. BM added that if no progress is made with HC then Mrs Pritchard should contact him.

## **Item 4 Confirmation of Previous Minutes**

Following a proposal by DP seconded by RS it was **resolved** that the minutes for the meeting on 18 July 2012 are accepted as a true record of the proceedings.

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

a. Preschool tenancy- David Nowells response to the request for a 5 year lease was that this would prevent the PC having any access to the building. As such he will continue to find a solution. More to follow

b. Quotes for dog fouling signage .A quote for £23.69 for A4 signage has been received from Amey. Following a proposal by JS seconded by RS it was **resolved** that the quote be accepted for 10 signs to be made. Clk note: contact Amey and order. Done 3/10/12

c. Quote from Dudley fencing ref. Gate security. RR felt this price was high and requested the Clk obtain further quotes. Clk note: report back.

**Item 6 Financial Report** The clerk reported the following:

**a. Payments**

Mazars	342.00 (External Auditors)	
Pip Print	473.00 (Aug/Sept CCN)	
WJ Fenn	822.00 (Installation of electric supply to street lights at community area)	
C Powell	684.00 (7hrs per week litter, 12.5 handy, July- Sept)	
R Rose	650.00 (July/Aug Grass cutting)	
J Everall	590.00 (5.9 hrs per week parish clerk July – Sept)	
D Tyler	560.00 (Hedge cutting)	<b>TOTAL: £4121.12</b>

**b. Receipts**

Preschool	1,366.20 (August rent)	
Football fees	250.00 (July – Sept)	
CCN ad	40.00	<b>TOTAL: £1656.20</b>

**c. Parish Account balance (31/8/12) £13,492.07**

Following a proposal by DP seconded by JD it was **resolved** that the above payments are paid from the parish funds

**7. Finance meeting (J. Beavan to lead)** A finance meeting was held on the 21/8/12 the following recommendations were made. All payments and income to be received before the month end and to be proposed and seconded at the next meeting. All standing orders are to be minuted. Financial information is to be sent with draft agenda to PC. Quotes and consent is to be obtained for all work. Finance working group to view accounts quarterly. RR proposed to adopt these proposals RS seconded this action.

**8. Clerk/ handyman's contract (J. Beavan to lead)** JB queried whether Mr. Powell (handyman) should also be part of the PAYE scheme as a contractor. Clk reported that HMRC advised that Mr. Powell will need to discuss his tax returns with the tax office. Clk note: Discuss. Done. Clerks contract has been amended to show holiday entitlement and additional information on sickness and maternity benefits. This will be forwarded to the financial working group and be reviewed. Following a proposal by RR and seconded by JB it was **resolved** to pay the statutory holiday entitlement of 5.6 weeks per year pro rata.

**9. Completion of annual audit. (clk to lead)** The audit has now been returned with notes regarding the HBOS shares. Mazars recommends the shares are transferred to the PC and then sold as recorded in the minutes 17/9/2008. Clk Note: Action. Letter prepared for chairman to sign. JB requested a copy of the audit be sent to the financial working group. Clk note: forward. Done.

**10. Business arising from correspondence received since last meeting. (Clk to lead):**

Audit commission – A letter has been received stating confirmation of appointment of Grant Thornton UK LLP will act as the PC external auditors next year.

Mr. Upton – An email was sent 27/7/12 regarding parking on the brow of the hill outside the school. Clk has forwarded the complaint to the school.

Mr. Richardson – Wrote to request the minutes be available to the public prior to the following meeting. The PC refused this request as the minutes are not valid until they are signed at the next meeting.

Mr. Richardson – queried the PC withdrawal of support for the 20mph flashing signs. The PC felt the signs had a limited effect and have since involved the Road safety partnership to resolve the issue of speeding within the village. The monitoring boxes are due shortly within the village and BM added that St. Marys School is still on HC list for possible reduction to 20mph enforcement.

Mr. J. Bisset – Wrote to the PC regarding the land at waterside. This is currently inaccessible due to the flood alleviation works and has not been maintained. A license to access the land via Herefordshire's housing's land on Waterside has now been obtained. Funding has been agreed to install gates and arrange for some essential work to be undertaken. He also hopes to develop the area involving local schools and manage the site as a community biodiversity asset. This issue is ongoing. Clk note: update at next meeting.

Code of conduct training for clerks. Clk to attend on the 25/9/12 and report back

Revd Rana Davies- James – Following on from a recent accident involving a vehicle turning out of the church junction a request has been made to install a sign showing the left hand turn to make motorist more aware. BM offered to arrange a site meeting to discuss further. Meeting held 9/10/10

Neighbourhood planning questionnaire. Clk to include in next meeting.

**Item 11 - Reports (updates) concerning the working groups within the Parish council**

a. Finance (D Daw/ J Beavan/ A Slater/ R Rose). None.

b. Roman Park – (A Slater/D Pullen/D Daw) AR requested the contract for the football teams be sent out to the councillors to review. Clk note: request copy from Dawn. RR reported on the teams cutting the grass on Roman Park and dumping the clippings along the boundary fence. Also there's a quantity of white paint around the perimeter and on footpaths. AR agreed to speak to those involved. JB commented on the lights being left on during matches. The light sensors need to be checked. AR to report back.

c. Footpaths (J Daw/R Shutt) including complaint ref Ecroyd park, this is a dispute between neighbours not for the PC to become involved with. Dovecote Lane resident has kindly agreed to cut back hedge/nettles however, there is some confusion over who is responsible for this piece of land.

d. Planning (A Slater) Approval has been given for 11 Halton Way and Milfirth.

e. Flood Alleviation Scheme (J Spreckley/ J Beavan/ J Daw/ R Rose) Email has been received from HC they intend to use their powers of compulsory purchase order and enter the site on 24/9/12. The dispute over the resurfacing of the car park is ongoing. HC has agreed to resurvey the culverts upon completion of the remedial work. The PC has requested the installation of the lights prior to work commencing and that these are with a time switch

f. Website/CCN (J Daw) none.

g. Community Hall (J Davies) JD reported that both the Chairman and secretary are resigning and both posts need to be filled.

h. Schools (S Gummery) None.

**Item 12 - Agenda items for next meeting**

Update on the post office

Working groups update

Charges of community lights and sulo bins.

**Item 13 - Any other business**

Ar agreed to remove the pallet near the tree at the A480 junction and the Zumba sign. RS also to remove any Credenhill Canter signs remaining.

RR requested the clk chase up the following: Mr. Ball regarding the pavement outside Roman Park. Water bill from the social club and road sweep. Clk note: add to list.

DP has received a complaint from the one stop store regarding the farm odour. PC advised they contact HC direct.

JS reiterated the enforcement appeal for the mobile home on land at Mill Farm was withdrawn as HC accepted the need for the home for the resident to be on site for the welfare of the horses.

RS requested the hedge be cut and litter removed around the shops. As these are privately owned the PC cannot enforce this issue. JD agreed to cut the hedge by the telephone box. Clk to forward letter. Done. 8/10/12

RS reported the Credenhill canter was a great success and raised over £3,000 for charity. The organiser wishes to run this event again next year. The chairman congratulated all who were involved in this worthwhile event.

AR commented on the fence running along Station road is in a bad state and requested the clk contact Herefordshire housing association to repair. Clk note: make contact. Done 8/10/12

The clk asked the PC permission to gain further information concerning a youth Parish council. Also, the possibility of the PC supporting 20 Christmas trees to be installed along station road within resident's gardens but producing an uniformed effect. The PC requested costs involved. Clk note: obtain prices. Done.

Finally the clk reported on the ongoing problem with the parish laptop. The laptop will be sent for repair if possible. Repair complete.

**Item 14 - Date of Next Meeting** (17 October 2012 at 7.30pm)

The Chairman closed the meeting at 9.55pm

Original signed

A ROUND

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