

**MINUTES OF AN ORDINARY MEETING OF THE CREDENHILL PARISH COUNCIL  
HELD IN THE YOUTH AND RESOURCE CENTRE ON 18 NOV 09 AT 7.30 PM**



**Present:**

Mr A Round (AR) (Chairman) Mrs D Daw (DD) (Vice Chairman)  
Mr J Beavan(JB), (AB), Mr J Daw (JD), (CL), Mrs D Pullen (DP), Mr R Shutt,(RS) Mr A Slater (AS), Mrs I Thomson (IT) (Parish Councillors)

**In Attendance**

Mr B Matthews District Councillor  
2 Members of the public  
Mr C Lippett BEM (Clk) Parish Clerk

**Item 1 Apologies/Disclosure of Interests**

- a. Apologies Mr A Button, Mrs Carol Lloyd, Rural team West Mercia Police  
b. Disclosures of Interest Mrs Daw, (Playschool), Mr Shutt (Social Club)

**Item 2 Visiting Speakers**

- a. District Councillor Bob Matthews. Reported on the following:

1. Following the meeting with Michelle Morgan (Amey Customer Services Manager) and Steve Thomson (Amey Territory manager) on Monday 16 Nov 09, Mr Matthews reported that the proceeds of the meeting had been brought to the attention of senior executives of Amey and Herefordshire Council. Mr Clive Hall (Amey) will be visiting Credenhill on Thursday 19 Nov 09 to view the outstanding requirements at Credenhill, he will be guided by Councillor Matthews, Parish Councillor Irene Thomson and the Parish Clerk will be present at Hendon Drive to discuss the road widening requirement. **Clks Note:** Work will start on Hendon Drive on 3 Dec 09
2. A meeting has been convened with Senior Herefordshire Council executives on Monday 25 November to discuss infrastructure requirements (including the footpath/cycle path from the Military Garrison entrance to Stretton Sugwas) for the planned new Cattle Market. No specific information available at this time.
3. The intention to place monitoring devices on Dovecote Lane (to measure speed and frequency of vehicular traffic) would be pursued by Councillor Matthews.

- b. West Mercia Police (WMP)

An email had been received by the Parish Clk from WMP reporting the following incidents:

1. On Monday 16<sup>th</sup> November 2009, between the hours of 13:00 and 16:00 a resident of Credenhill had the rear entrance to their property partially forced open.
2. On Wednesday 04<sup>th</sup> November 2009, a resident living along Station Road has suffered damage to their front wall.
3. Between Friday 23<sup>rd</sup> October and Sunday 01<sup>st</sup> November 2009, a resident living along Station Road Credenhill had a green wheelie bin removed/stolen from outside the front of their property.
4. WMP police have been monitoring the speed along Station Road at various times during the day, they would like to do this more frequently, however we only have one monitoring device between four Local Policing Teams. They will continue to carry out these random checks..

**Item 3 Public Questions**

Playschool Following on from the last meeting, IT, after consultation with playschool staff (AB was not present at the meeting and therefore unable to make a contribution) gave a presentation on the design and characteristics of a new sensory play area at the rear of the playschool, a detailed plan and description of the facilities required were provided for those present at the meeting. After some discussion on the proposed layout of the area and following a proposal by RS, Seconded by IT it was **resolved** that there were no objections to the provision of the sensory area providing that the need for any planning permission was obtained beforehand, there was no requirement for funding from parish resources and that future maintenance of the area would be arranged by playschool staff. At the conclusion of the presentation the Chairman thanked IT for the effort she had put into this project.

**Item 4 Minutes of Previous Minutes**

Following a proposal by DD seconded by DP, it was **resolved** that the minutes for the meeting on 21 Oct 09 are accepted as a true and accurate record of the proceedings.

**Item 5 Matters arising from Previous Minutes.**

- a. Play Park equipment. In the absence of AB, the Parish Clerk had obtained quotes from Kompan for the following equipment:

Crazy Daisy (£680 +VAT) and Stinger (£540 + VAT)  
Kompan agreed to waive the delivery charge of £133, total after discount is therefore £1220 + VAT.

Following a proposal by JD, seconded by AS it was **resolved** that this equipment is now ordered and paid for from Parish funds. **Clks Note.** Order submitted 9 Nov 09.

- b. Gas/Electricity Charges - Playschool The Clerk had used “Confused.com” on the internet and reported that if we change our gas supply to EBICo (Energy supplied by Scottish and Southern Energy) an annual saving of £92,98 could be made. It was agreed that this should be pursued and that the Clk should make the necessary arrangements to effect the change. **Clks Note.** Further enquires revealed that the building is deemed to be a business property and there would therefore be no benefit to switch the gas supply to another company.. IT reported that she had questioned the Community Hall over their electricity charges (the supply for the Playschool comes from the Community Hall) and that they were content that the charges that are currently being imposed are the best option for them

#### **Item 6 Financial Report**

- a. Following a proposal by IT seconded by DP, it was **resolved** that the following are paid from parish funds:

<u>Payee</u>	<u>Service Provided</u>	<u>Amount</u>
Social Club	Grant for OAP Christmas Party	£250.00
Poppy Appeal	Wreath for Remembrance Service Credenhill	£18.75
Glasdon UK	Orderly Barrow (for village handyman)	£655.63
4 Seasons Grd Care	Summer Grass cutting (Roman park and Parish Compound )	£1,666.32
PIP Printing	CCN October	£352.80
RMT Rose	Local grass cutting Oct	£300
C Lippett	Parish Clk (from 9 Sep to 10 Nov)	£561.30

- b. The following income has been received since the last meeting :

£8000 – second instalment of Precept  
£16 – CCN Adverts

- c. The Parish Council Bank Balance (including the expenditure and income above) is £22,340.70

#### **Item 7 – Correspondence received since last meeting**

The following items were received :

- 1, Insurance Claim. An email had been received from Allianz Insurance concerning an accident to a youth worker in the Community Hall. **Clks Note.** We have sent the information to our solicitor for legal advice before we formally respond to the email from Allianz, a holding reply has been sent.
2. Parish Freighter. A letter from Councillor Jarvis notifying that the charge for parish freighters will increase from £38 to £380 in July 2010. **Clks Note.** Fortunately Credenhill Parish Council do not avail themselves of this service.
3. Environmental agency – boundaries. A letter from the Environment Agency indicating that it is their intention to change the boundaries within England and Wales – details will be published in Apr 10. **Clks Note.** No anticipated impact on Credenhill Parish Council .

#### **Item 8 – Review of pay for Parish Clerk**

- a. The Clk left the meeting room during this agenda item. The Chairman outlined the reasons why he considered that this review was appropriate at this time, he informed the meeting that when the Parish Clerk first took up the post , the administration and accounting arrangements for the parish council were in a very poor state and it took considerable effort , initiative and expertise to put our business in order. In conjunction with the review the chairman explained that:

Mr Lippett had not asked for a review. (this was suggested by a Parish Councillor).  
He was declaring his earnings as a Parish Clerk and paying 22% income tax.  
He suspected that Mr Lippett was not recording all the hours he had worked on parish business.  
Mr Lippett was currently on the lowest hourly pay scale (£8.41) published by the Local Council of Clerks.

- b. Pay scales are determined by the allocation of a “Spinal Column Point” for the Parish Clerk. The allocation is determined by assessing the responsibility and duties of the clerk, (including accounts management), the number of parishioners in the parish, and the effectiveness of the service he or she provides. The higher the “Spinal Column Point” allocated , the higher the hourly rate of pay.

- c. After debate, and following a proposal by JD seconded by RS it was **resolved** that a “Spinal Column Point” of 27 is allocated with immediate effect for Mr Lippett ( attracting an hourly pay Rate of £11.93) and that an allowance of £5 a month is provided to cover phone calls and broadband use.

### **Item 9 Security Guards on Roman Park**

Mr Button was not available at the meeting, This matter will be covered in the new year.

### **Item 10 Quote for fencing Roman Park .**

Dudley Fencing had provided a quote of £5602.20 (+VAT) for the provision and erection of fence (102 m of 1.8 high polyester powder coated profile mesh panels with posts set in concrete) in the Roman Park. Following a proposal by JB seconded by AR it was **resolved** that the quote be accepted. It was also suggested that during the construction the brambles are removed from the hedge line and that the earth of the foot of new fence is levelled. **Clks Note.** Quote accepted by email on 19 Nov 09, requirements for brambles and levelling included in acceptance.

### **Item 11 Working Group Reports.**

a. Roman Park Nothing to report.

b. Footpaths Nothing to report

c. Lease. JB reported that the new lease for the Community Hall has been sent to their solicitors. **Action** IT to check with **Community hall to check progress .**

d. Planning AS reported that one application had been received ( DMCW/092626/RM – 9 Halton Way, New single detached dwelling). After completing his investigations/enquiries AS stated there were no objections from the Parish Council . **Clks Note:** Herefordshire Council informed 19 Nov 09.

e. ESG JD reported on the progress made since the last meeting. After attending a meeting with Gerrard Williams (ESG), the Clk had consolidated a list of some of the points that the council considered needed to be addressed during the construction process. This was forwarded to ESG , no reply has been received as yet. Andrew Lyke (Sunderland and Thompson LLP) was representing the Parish Council during negotiations and any further issues with ESG would come through him so that ESG are not in the position of being able to divide and conquer on matters.

f. Website and CCN Clk reported that the fault with the reporting form on the website had now been fixed.

g. Community Hall Nothing to report.

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

No items were required

### **Item 13 Any other business**

a. As the Parish Council had taken considerable steps to tidy up the community site, Mr Rose asked if the area behind and to the side of the Social Club could be cleared up. **Clks Note.** Email sent to Chairman of the Social Club 19 Nov 09.

b. Following a presentation given by Herefordshire Council earlier this month, RS asked if any progress was forthcoming on the provision of affordable housing in Herefordshire. The Clk reported that the consultation document (120 pages) is awaited from Herefordshire Council.

c. There was concern expressed that the wall on the property on Station Road ((left of the shops) was being gradually destroyed by young people congregating to catch the school bus in the morning and during the early evening. **Clks note:** Email sent to West Mercia Police 19 Nov 09 asking them to monitor the situation.

d. Chairman thanked council members for good attendance at remembrance service in Credenhill.

e. The Clk and AR agreed to examine the state of the bench at the bus stop on the A480 to determine if repair was possible or replacement required. **Clks Note:** The seat is damaged beyond economical repair, a request was submitted to the First Bus Company on 5 Dec 09 for a bus shelter (including seating) to be provided at the bus stop. No further action until a reply is received.

f. RS advised the council that he needed to declare that he was acting in an official capacity (Unite Trade Union) for the employees of Amey

### **Item 14 Date of Next Meeting**

16 Dec 09

The chairman closed the meeting at 9.00pm

**Original signed**

**A ROUND**  
Chairman  
16 Dec 09

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