

CREDENHILL PARISH COUNCIL

MINUTES OF AN ORDINARY MEETING OF THE CREDENHILL PARISH COUNCIL HELD IN THE YOUTH AND RESOURCE CENTRE ON 17 DEC 08 AT 7.30 PM

	Name	Appointment
Present	Mr A Round (AR) Mrs D Daw (DD) Mr J Daw (JD) M J Beavan (JB) Mr A Button (AB) Mr Tony Boston Davies (TB) Mrs C Lloyd (CL) Mr R Shutt (RS) Mr A Slater (AS) Mrs I Thomson (IT)	Chairman of the Parish Council Vice Chairman of the Parish Council]]] Parish Councillors]
In attendance	Mr B Matthews Pam Epton Mr Harry Fitch Mr C Lippett (Clk) 5 Members of the Public	District Councillor West Mercia Police Private Sector Housing Advisor (HECA) Parish Clk

Item	Discussion and Decisions	Action
1 Disclosure of Interests /Apologies	<p>a. <u>Disclosure of Interests</u></p> <ul style="list-style-type: none"> • RS (as a member of the Social Club Committee) registered an interest in the Lease of the Social Club • AR (As the owner of a property in the immediate vicinity) registered an interest in the planning application to convert the old bakery into a chip shop. <p>b. <u>Apologies</u> Dot Pullen (working)</p>	
2 Visiting Speakers	<p>a. Cllr Matthews (District Councillor) provided information on the following:</p> <ul style="list-style-type: none"> • <u>Car park Boundary Hedge – Shops - Station Road</u> Area manager had been contacted and arrangements made for hedge to be cut and fallen leaves and rubbish at foot of hedges to be removed. Area managers contact details passed to parish Clk who will monitor progress. Clks Note: The hedge has now been cut. • <u>Bus Service</u> A letter had been received from “First Bus” outlining why Credenhill were not included in the additional buses introduced on 15 Dec 08. The letter was read out to the parish council. Clks Note: A similar letter has since been received by the Parish Council, this has been forwarded to the lady who first made the complaint. • <u>Code of Conduct</u> Cllr Matthews advised that much emphasis is now placed on this requirement and we must ensure that all our parish business is conducted within the formal rules of the code of conduct. • <u>Footpath-cycle path to Stretton Sugwas</u> Engineers have spoken to landowners, no problems anticipated, Cllr Matthews reported that he is keeping a very careful watch on this requirement and speaks regularly to Hereford Council executives. <p>b. PC Pam Epton (West Mercia Police) gave a report of activity in the Parish since the last meeting. A resume of this information is shown below.</p> <ul style="list-style-type: none"> • Several reports of Anti Social Behaviour received. Main areas of concern are Station Road and Hillside View. These reports involve youths knocking on doors and running away, running in and out of gardens damaging plants, etc and generally being a nuisance to residents. No youths have been identified, but there are three youths who have been issued with ASB warning letters regarding similar behaviour outside the shop and in Glebe Close and these particular youths’ behaviour is being monitored. • Six chickens have been stolen from a local farm. There is no evidence to suggest who may be responsible for this offence. • A property in Meadow Drive has had damage caused to a wall. This is probably caused by youths congregating near the shop and sitting on the wall. Any youths seen disrespecting anyone’s property will be dealt with in a positive manner. 	

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	<ul style="list-style-type: none"> • Numerous windows have been damaged to a property in Station Road. No offenders identified, but Rural Team investigating. • Six youths were found in the grounds of Court Farm. They were all taken home to their parents and advised about trespassing. • Report of suspicious males seen in Centurion Way, going door to door selling double glazing. PC Epton was in the village when this report came in and conducted a search of all housing estates, but was unable to trace any persons going door to door. • Report of youths trying to break into St Mary's Primary School. It turned out that the persons weren't trying to break in, PC Epton emphasised that West Mercia Police would rather attend reports of this nature and find that everything is in order rather than no-one ring in and it be discovered later that an offence has been committed. <p>In response to a report from a resident in Meadow Drive about youths being a nuisance and the Police attending an hour and a half later, PC Epton offered her apologies. She emphasised that people should always report incidents when things are happening even if the police attend long after the youths have gone. Unfortunately, when reports are received about nuisance youths, there are other jobs from around the County that take priority and this is why there is a delay in Officers attending. She assured the meeting that her rural team will continue to have such reports resourced as soon as possible.</p> <p>c. Mr Harry Fitch (Private Sector Housing Advisor (HECA)) gave a short and interesting talk on energy efficiency and affordable warmth; he distributed some information leaflets and energy saving light bulbs on completion of his talk.</p> <p>d. The Chairman thanked all the visiting speakers for their input</p>	
<p>3 Public questions</p>	<p>a. Mr and Mrs Everall, Mrs Cleary and Mrs Patrick all posed questions about the recently received planning application to convert the old baker shop (in Meadow Drive) into a chip shop. (During the discussion Cllr Matthews gave advice on planning procedures but not on the content and nature of the objections that were raised). JD read out a statement which would be sent back to the planning authorities representing the views of the parish council, in essence this contained all the objections that had been mentioned, it was also decided that we would ask for a parish representative to be available when the planning application is discussed publicly. It was also suggested that the members of the public who complained should write individually to the planning authorities and if necessary also request to attend the planning meeting. Clks Note: Done</p> <p>b. Mrs Patrick advised that a youth worker was visiting the shop area on Thursday nights, the Parish Council have no information on this. Cllr Matthews offered to obtain phone number and details of this person. Clks Note: Contacted representatives from Hereford County Council who will attend the Jan 09 parish meeting to brief the council on the function of the youth service.</p> <p>c. Mrs Patrick asked that the broken glass alongside Jasmine House is cleared up. Clks Note. Done by parish contractor on 18 Dec 08</p>	
<p>4 Minutes of previous meeting</p>	<p>Following a proposal DD by seconded by JB it was resolved that the minutes for the meeting on 19 Nov 08 are accepted as a true and accurate record of the proceedings</p>	
<p>Explanatory Note <i>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.</i></p>		
<p>5 Matters Arising</p>	<p>a. <u>Item 6e (20 Feb 08) Website</u> CL reported that no significant developments had taken place since the last meeting but progress expected in new year. Report at Next meeting. Clks Note: Suggest we move this item to "Reports" for the Feb Meeting until the website is launched</p> <p>b. <u>Item 7 (19 Nov 08) Lights in Mill Road</u> Letter received from Hereford Council stating that they would supply and install 2 street lights in Mill Close, connection costs to the electricity supply would need to be met from Parish funds. (approx £1000) Following a proposal by JD seconded by CL, it was resolved that a sum of £1000 is allocated for the installation of the lights. JD was to check that the residents had no objections to the planned location of the new lights before they were installed. Clk to write to council to notify our decision Clks Note JD reported that no objections were received from residents, Clk has written to council to notify our decision. This action is now closed.</p>	<p>CL</p>

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6 Financial Matters	<p>a. The clk reported that the 07/08 accounts records had been submitted for audit, the notification that accounts were available for inspection by the public had been displayed on parish notice boards for 20 days.</p> <p>b. The following invoices were presented at the meeting:</p> <table border="1" data-bbox="360 241 1302 450"> <thead> <tr> <th>Payee</th> <th>Service Provided</th> <th>Amount (£)</th> </tr> </thead> <tbody> <tr> <td>Dudley Fencing</td> <td>Fencing Roman Park</td> <td>8387.15</td> </tr> <tr> <td>C Lippett</td> <td>Parish Clerk (2 months)</td> <td>467.03</td> </tr> <tr> <td>Quick skip</td> <td>Partial road sweep of village</td> <td>238.51</td> </tr> <tr> <td>Daniel</td> <td>Grass cutting</td> <td>455.40</td> </tr> <tr> <td>Howard Fabrications</td> <td>Replace chain link fencing – Youth Centre</td> <td>411.25</td> </tr> <tr> <td>Computershare</td> <td>Administration charge for missing dividend payments</td> <td>30.00</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td>9989.34</td> </tr> </tbody> </table> <p>Following a proposal by CL seconded by IT 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 18 Dec 08</p> <p>c. <u>Income</u> The following income had been received since the last meeting:</p> <table data-bbox="469 645 916 701"> <tr> <td>£217.95</td> <td>Interest from reserve account</td> </tr> <tr> <td>£14</td> <td>Advertising – CCN</td> </tr> </table>	Payee	Service Provided	Amount (£)	Dudley Fencing	Fencing Roman Park	8387.15	C Lippett	Parish Clerk (2 months)	467.03	Quick skip	Partial road sweep of village	238.51	Daniel	Grass cutting	455.40	Howard Fabrications	Replace chain link fencing – Youth Centre	411.25	Computershare	Administration charge for missing dividend payments	30.00	Total		9989.34	£217.95	Interest from reserve account	£14	Advertising – CCN	
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7 Correspondence Received	The only correspondence received since the last meeting was the electoral roll for 2009. (This is held by the Clk)																													
8 Reports (updated at every meeting)	<p>a. <u>Roman Park</u> (Including Phase 2)</p> <ul style="list-style-type: none"> • No significant development on Phase 2.. • Concern was expressed about the stability of the support posts for the newly constructed fence in the Roman Park. The Project Officer (JB) reported that he had spoken to the contractors who were aware of the problem and would come back to when the posts had settled in and the soil firmed up. It was agreed that the Clk should write to Dudley fencing to formally notify the observations of the council. Clks Note. Dudley fencing visited site on 22 Dec 08 to rectify faults. <p>b. <u>HALC/NALC</u> Nothing of significance to report.</p> <p>c. <u>Footpaths</u> JD reported that a map of the footpaths will be published in the next edition of the CCN. He and RS will walk the footpaths in the new year.</p> <p>d. <u>Lease</u> JB read out the contents of a letter received from Carver Jones outlining their thoughts on the way ahead for a lease for the social club. . A map of the Credenhill Community complex was also produced, this had been obtained by AB through his connections with the ESG project, and this is a recent drawing which, subject to the agreement of those concerned, can be used in any future discussions on the site. A copy of this plan is attached. Meaningful discussion took place involving JB, AB and RS on completion of which it was agreed that the following action would be taken:</p> <ul style="list-style-type: none"> • A reply to the Carver Jones letter is necessary to answer specific questions that had been raised. (In this connection Anthony Jones – Treasurer Community Hall was investigating when the Social Club and Community Hall were divided). Clks Note: Still awaiting information from Mr Jones. • The clk is to draft a letter (for signature by AR) to the Chairman of the Social Club requesting their current thinking and views on the lease and suggesting that a meeting is convened between the Social Club and the Parish Council to attempt to find a suitable answer to this problem. It was also suggested that the secretary of the Social Club and the Parish Clk are present at the meeting so that the proceedings are documented. Clk Note: There has been recent significant developments regarding this matter. After discussion between AR, JB and AB it was decided that it would be nugatory to send a letter to the Social Club at this time. Review at next meeting. <p>e. <u>ESG</u> A company called `Archaeological investigations` has carried out a series of digs along the line of the proposed spillway and is collating the information gained. A report will be produced early next year. George Baker of Capita Symonds has informed JD that Gerrard Wiliams and Charles Pickles of the ESG group would like to attend the next parish council meeting to update us.</p>																													

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	<p>f. <u>Planning</u> AS reported that he had investigated planning applications for the following and considered that there no objections to be raised by the Parish Council (The planning application for the conversion of the old baker shop into a chip shop is recorded at item 3 of these minutes):</p> <p style="padding-left: 40px;">Jasmine House - Removal of lean to 5 Cranwell Drive - Extension 18-20 Meadow Drive - Wall mounted display unit</p> <p>g. <u>Speed and weight limitations</u> Traffic monitoring devices will now be placed on Station Road in Jan 09.</p>	
9 Agenda items for next meeting	No items were requested	
10 Any other Parish Business	<p>a. AR reported that he attended the first meeting of the village fete committee. In this connection, (as in previous years) following a proposal by AB seconded by IT it was resolved that a grant of £500 is allocated from Parish Funds to offset the setting up costs of the fete.</p> <p>b. Road surrounding sewer cover in Glebe Close is crumbling. To be reported to council for repair. Clks Note Done</p> <p>c. Complaints made about the overhanging hedge outside Popular cottage – Station Road. Letter to be drafted for signature by Chairman and sent to occupants Clks Note Done</p>	
11 Next Meeting	The next meeting will be held on 21 Jan 09	

The chairman wished all present a happy Christmas, thanked them for their efforts over the last year and closed the meeting at 9.30 pm

ORIGINAL SIGNED

A ROUND

Chairman

Date: 21 Jan 09

Distribution:

Parish Council:

All Councillors

Parish Clk (for minute folder)

External

Cllr Matthews

Mr L Richardson

Mr Robinson Chairman Credenhill Social Club