



MINUTES OF AN ORDINARY MEETING
OF CREDENHILL PARISH COUNCIL
HELD IN THE YOUTH AND RESOURCE CENTRE ON 17 APRIL 2019

PRESENT:

Councillor Mr. Terry Smissen Parish Council Chairman (TS)
Councillor Mr. Andrew Slater Vice Chairman (AS)
Councillor Mr. John Beavan (JB)
Councillor Revd. Rana Davies-James (RD)
Councillor Mrs. Dot Pullen (DP)
Councillor Mr. Martin Leaton
Councillor Miss. Rebecca Norton (RN)
Councillor Miss. Deanna Pennington (DE)
Councillor Mr. Paul Burridge (PB)
Councillor Miss. Jenni Hurcomb (JH)
Ward Councillor Mr. Bob Matthews (BM)
Parish Council Clerk/RFO – Mr. Lee Harper-Smith (Clerk)

Also present

Police Constable Bart McDonagh
Police Community Support Officer Skye Jenkins
2 members of the public

The Chairman opened the meeting at 7.30pm

1. Apologies for Absence

Councillor Mrs. Emma Baxter (EB)
Councillor Mr. Paul Warrington (PW)

2. Declarations of Interest & Dispensations

- 2.1. RD declared an interest in item 12.3
- 2.2. None Received

3. Speakers - Opportunity for visiting speakers to address council and the public in attendance.

- 3.1. Update received from Ward Councillor Bob Matthews.

BM had a meeting with Dave Tristram and Hall Committee; as a result the community hall will be making a further application to the lottery.

A meeting with Hereford Council regarding the Orchard House development had taken place; a number of S106 projects had been discussed to help improve transport and highways:

- Footpath to start on 26th then land to be signed over to Herefordshire Council
- SID placed along A480
- Waterside Bus turning area
- Bus pull in on A480 near Tree

Herefordshire Council agreed to revisit the site to review the highway safety concerns raised by the Parish Council on behalf of the residents. Herefordshire Council will write back to us once completed. Once Footpath widening work has been completed on the A480 the traffic calming measures on Station Road will be scheduled and communicated to residents.

BM requested that the Parish Council write a letter to Herefordshire Council about resurfacing A480 from Camp to Stetton Sugwas – Clerk to action. (Case Ref: CAS-721441-F3M9S4)

4. Public Question Time

RD highlighted safety concerns over the exposed culvert within the green space at Magnis Close. Clerk to follow up with Mike Gill

Police Community Support Officer Skye Jenkins introduced herself and commented that the area is good and she looks forward to patrolling Credenhill on her rounds. The MOD are being trained to use speed guns and there is an opportunity to work with the Safer road partnership to get some of the community trained on speed guns in the future to deal with the ongoing concerns about speeding in the community.

Skye will again be speaking to Farmers before harvest time to ensure agricultural vehicles pass safely through the village.

The police will continue to work with the parish council and request early notification of any community events. (Clerk to email about circus once the date is confirmed)

Dovecote lane parking issues were raised as an ongoing issue. The chairman also highlighted that parking at the entrance to most of the estate roads were in a similar situation; the Dovecote Lane issue is more prevalent due to school traffic. It was mentioned that parking spaces could be provided on the Green Space in Dovecote Lane and Magnis Close if parking was restricted at the end of Dovecote Lane. Issue to be reviewed after the traffic calming measures on Station Road are completed.

PC Bart McDonagh to provide the Parish with no waiting cones.

5. Minutes – It was proposed by JH that the Minutes are a true record of the Ordinary Parish Council Meeting held on 20th March 2019, seconded by DP.

6. Financial Report – Appendix A

- 6.1. Confirmation of Bank Balances
- 6.2. Receipts
- 6.3. Invoices for Payment
- 6.4. Defibrillator Appeal

Proposed by JH to accept the financial report as a true record and issue cheques as detailed, seconded by DE.

Following a review of the Defibrillator funds AS proposed that £300 is donated to Herefordshire Hearstart as a contribution to their free training program from the Defibrillator Fund, seconded by PB.

3 Training sessions have been completed so far and following a poll conducted by the clerk on facebook it is clear that further sessions are required. The clerk will make arrangements to book another 3 sessions.

7. Planning Applications

P183958/F – 18 Trenchard Avenue - Proposed single detached dwelling - Undecided

P190089/O - Land at Orchard House - Outline application for up to 69 residential units with all matters reserved except for access - Undecided

P190192 - Land adjacent to Cross farm - Removal of Condition 21 of planning application 174431/F. To allow porch to Barn 2 – Undecided

P190524/V - 1 Renaissance House Station Road - Certificate of lawful development for a single storey side extension and single storey rear extension – Undecided – Now withdrawn.

P184208/F - Land at Tree Cottages Station Road - Proposed erection of a new single storey dwelling and garage – Undecided (02/04/2019)

P190945/F – Long Friday Farm - Proposed agricultural workers dwelling – Clerk to respond on behalf of the council in support of the application as long as the appropriate agricultural conditions are applied.

Pre Application – Land adjacent to St Mary’s Primary School - 120 Houses - No Update

Ward Councillor Matthews left the meeting.

8. To receive reports from working groups

- 8.1. Finance (A. Slater, T.Smussen) - Correspondence received from external auditor in relation to year end accounts. Clerk to prepare year end accounts.
- 8.2. Community Hall (T. Smussen) – See appendix. B
- 8.3. Footpaths (P. Burrige) – No reports
- 8.4. Shops/Businesses (D. Pullen) – No update
- 8.5. War Memorial (D. Pennington) – DE has reviewed the display at the memorial left from remembrance Sunday and discussed it with a number of residents. DE has received mixed views about if it should be left as it is or if some or all of the Wreaths be removed. DE proposed to remove some of them. Proposed by ML and seconded by RN.
- 8.6. Flood Alleviation Scheme (J. Beavan) – No update received from solicitor in relation to the Deed of Easement or compulsory purchase. Clerk to chase up.
- 8.7. Schools (E. Baxter) – No update.
- 8.8. Roman Park – General (J. Hurcomb, B. Norton) – No progress yet.
- 8.9. Social Club (P. Warrington) – No update

9. Matters arising since last meeting:

- 9.1. Update provided on Parish and Ward Elections.
- 9.2. Update provided on Village Maintenance Tender process. All 3 contracts have been awarded to Highground Maintenance based on the lowest price received given that reputation and sustainability of all contractors were equal. The new contract represents a saving on previous

contractors prices. The clerk will monitor the new contractors while they get used to their new contracts.

- 9.3. The correspondence received in relation to reducing the speed limit on the C1103 between Credenhill and Burghill was discussed. BM will speak to Highways to see if visual deterrents could be placed to.
- 9.4. The correspondence received from Pinders Circus was discussed, the council were happy with their reassurances in relation to generator noise and a September date. Clerk to work on a firm date.
- 9.5. ROSPA Report
 - 9.5.1. Quote to repair play item – A budget of £150 was proposed by AS and seconded by RD.
 - 9.5.2. Bark depth under A frame – JH & RN to follow up.
- 9.6. Update on Community Open Day – AS proposed to set aside a budget of £500 for the clerk to make arrangements for the Community Open Day on 8th June 2019, seconded by RD.
- 9.7. Update on Insurance Review – Clerk provided update on Insurance review and is working to get 4 quotes for the May Meeting.

10. Public Question Time – Further Opportunity for members of the public to raise issues or ask the Parish Council questions.

It was raised that the grass cutting standard was not suitable – Clerk to follow up.

TS gave an update on a meeting he had attended – Appendix C

11. Confirmation of the next Annual General Meeting & Ordinary Meeting, Time, Date & Venue.

7.00 pm, 15th May 2019, Youth and Resource Centre AGM immediately followed by May Ordinary Parish Council Meeting.

Items 12 and 13 were dealt with in closed session; members of the press and public were asked to leave and this point in the meeting.

Councillor John Beavan left the meeting.

12. Section 137 Grant Applications – The applications received for grants from the Parish Council under Section 137 of the Local Government Act 1972 were discussed and considered.

- 12.1. Credenhill Community Hall – Electric/Wiring Improvements

Discussion took place regarding the application at it was agreed that the full amount of the application, £5000 should be funded because a significant number of the village already benefit from the Community Hall.

- 12.2. Credenhill Sports & Social Club – Outdoor Repairs/Improvements

Discussion took place and it was agreed to partially fund the application to ensure that the urgent essential works to address the subsidence to the rear of the patio area can be addressed as a priority; £3000 of the total was agreed to be allocated to this application.

12.3. St Mary’s Church Credenhill – Churchyard Repairs/Improvements
It was agreed that the full amount of £1620 to replace the church yard gates would be funded.

It was proposed by ML and seconded by DP. A vote was taken and a show of hands 6 for and 1 against. The proposal was accepted by the Parish Council by a majority of those present.

Cheques were issued and added to the financial information for the meeting.

13. Parish Council Pension Scheme

Update received on changes to Clerk terms and conditions.

The Chairman declared the meeting closed at 21:50.

Councillor Mr. Terry Smissen Chairman

Signed.....

Date.....

Appendix A - Financial Information

Opening Balances	Current A/c	Reserve A/c	Total
As at 28/02/2019	4,751.13	25,335.43	30,086.56

Receipts	Current A/c	Reserve A/c	Total
01/03/19 Credenhill Nursery Ltd - Rent March 2019	450.00		
11/03/19 Credenhill Social Club Annual Rent 2019/20	1.00		
15/03/19 CCN Advertising – Wills at Home	85.00		
21/03/19 Credenhill Rangers FC – Changing Rooms Hire	125.00		
22/03/19 Welsh Water – Overpayment Refund	86.25		
29/03/19 Interest Received		4.03	
Total received	£ 747.25	£ 4.03	£ 751.28

Payments	Current A/c	Reserve A/c	Total
01/03/19 Water Services for Changing Rooms	18.50		
11/03/19 Herefordshire Council – Sulo Bin Hire Adj	1.25		
22/03/19 Electricity Carpark Lights	23.68		
25/03/19 Electricity Changing Rooms	17.25		
Total Cheques Cleared in Period (see below for details)	1,895.90		
Total payments	£1,956.58	£ 0.00	£1,956.58

Closing balances	Current A/c	Reserve A/c	Total
As at 29/03/2019	3,821.80	25,339.46	29,161.26

Cheques cleared in Period		Number	Current A/c
20/03/19	PIP Printing – March 2019 CCN	001078	341.60
20/03/19	Mr C Powell - Litter Picking and Cleaning February '19	001079	435.00
20/03/19	Credenhill Community Hall – Defib Training Room Hire	001080	90.00
20/03/19	Mr L Harper-Smith (Expenses February 2019)	001081	31.46
20/03/19	Mr L Harper-Smith (Clerk/RFO Salary February 2019)	001082	717.84
Total cheques cleared in period			£1,895.90

Cheques not cleared		Number	Total
20/03/19	Mr D Tyler – Remove Dangerous Tree	001083	280.00
Total payments			£ 280.00

Cheques to authorise		Number	Total
17/04/19	Mr L Harper-Smith (Expenses March 2019)	001084	77.26
17/04/19	Mr L Harper-Smith (Clerk/RFO Salary March 2019)	001085	600.36
17/04/19	Mr C Powell - Litter Picking and Cleaning March '19	001086	465.00
VOID	VOID	001087	VOID
17/04/19	Playsafety Ltd – Roman Park Inspection Report	001088	136.80
17/04/19	PIP Printing – April 2019 CCN	001089	387.80
17/04/19	Darren Street – Defib Training Refreshments	001090	180.00
17/04/19	Herefordshire Heartstart – Training Donation from Defib Fund	001091	300.00
17/04/19	Credenhill Community Hall – S137 Grant	001092	5,000.00
17/04/19	Credenhill Sports & Social Club – S137 Grant	001093	3,000.00
17/04/19	PCC Credenhill – S137 Grant	001094	1,620.00
Total payments			£11,767.22

Appendix A - Financial Information

Debtors

Mr G Williams	Hedge Cutting by Cherry's Gardening Services at Onestop	150.00
XT Driving	CCN Advertising	48.00
Lloyd Instant Plumbing	CCN Advertising	48.00
Herefordshire Council	2018/19 P3 Grant Claim Submitted	590.00
HMRC	PAYE due to Tax code adjustment	23.72
HMRC	VAT Reclaim Submitted	1,474.53

Total outstanding **£2,334.25**

Creditors

Accounts Payable	Supplier Invoices not due for payment	111.87
	British Gas - Electricity/Herefordshire Council Sulo Bin Hire	
Defibrillator Appeal	Balance held	401.04
Credenhill Nursery Ltd	Deposit	450.00
NEST Pension	NEST Pension Balance Owing	173.88
Credenhill Youth Club	Balance of Funds	545.26
HMC	VAT Balance	-23.36

Total holding **£1,658.69**

Defibrillator Appeal

Funds Raised	Just Giving	341.94
	Cheques & BACS	1,145.00
	CASH	664.09

£2,151.03

Costs	Defibrillator & Cabinet	-1,479.99
	Training Room Hire	-90.00
	Training Refreshments	-180.00

(£1,749.99)

Total balance **£401.04**

GRANT Carriers for Causes Team - Groundwork UK £375.00 – Awaiting Payment.

Note: A transfer for £8000 from the Reserve Account to the Current Account to ensure sufficient funds for outgoings in the period has been requested.

Appendix B

Hall Meeting 8th April 2018

The meeting was opened at 7.30 pm and was attended by 6 members.

The Secretary opened where the chairperson presented the minutes of the last meeting. She said the bookings were good but she had lost two. The Cobham Helicopter booking has been cancelled along with the Street Kitchen who has decided it was not commercially viable. There are bookings for the election on the on the 2nd May 2018.

The Treasure discussed the financial statement and said that the account was holding its own. There had been some donations from AVIVA of £200.00, and a further sum of £7500.00 from the Garrison. The electric work had been completed and will submit it to the Parish Council along with their request for a grant to cover the cost. After a meeting with Dave Triston from the council it has been decided to re-submit an application to the Lottery Fund, as the work is going to cost more that first estimated. A follow up application will be submitted. Further fund raising is ongoing and £300.00 has been received from the Co-op. Other Super Markets have been contacted for support.

Since the Meeting a family Easter Bingo was held in the Social Club which raised over £450.00. It's fair to say that the committee is working hard to raise funds.

The meeting closed at 9.00pm.

Appendix C

HEREFORD MEDICAL GROUP PATIENT PARTICIPATION GROUP

The Hereford Medical Group Patient Participation group meets regularly to keep the members up to date with the progress of the new medical hub which will be near to the railway station.

The group was made up with mainly elderly with most of them having their own agenda, there was a few who were middle aged. The members are supposed to pass on the concerns of the patients living in their area as well as their own concerns; clearly this does not happen.

There were various speakers explaining their different rolls which lead to unsupervised discussions. I felt that it was a bit like lambs to the slaughter.

The Business manager explained the present situation and announced the paper work had been complete and the build will start in the next few weeks on the new hub. He also said that the surgeries Quay House and the part time surgery at Credenhill will remain. The concern with appointments is down to them unable to recruit new doctors and nurses but the situation does seem to show some improvements. They have taken on some new staff including 2 pharmacist, ECPS and Medical practitioners who have skills similar to a doctor, but unable to prescribe.

It was asked by some members for more information to be given by the villages and town magazines on the progress of the new build and the availability of services. It was stated that communication was sadly lacking.

It is believed that there will be some kind of bus service to the new hub.

There was a request for younger members to join the group to allow a balanced opinion.