

MINUTES OF AN ORDINARY MEETING
OF CREDENHILL PARISH COUNCIL
HELD IN THE YOUTH AND RESOURCE CENTRE ON 20 NOVEMBER 2019

PRESENT:

Councillor Mr. Martin Leaton Acting Chairman (ML)
Councillor Mr. John Beavan (JB)
Councillor Revd. Rana Davies-James (RD)
Councillor Mr. Andrew Slater (AS)
Councillor Miss. Rebecca Norton (RN)
Councillor Mrs. Dot Pullen (DP)
Councillor Miss. Jenni Hurcomb (JH)
Councillor Mr. Paul BurrIDGE (PB)
Ward Councillor Mr. Bob Matthews (BM) (Arrived at 8:10pm)
Parish Council Clerk/RFO – Mr. Lee Harper-Smith (Clerk)

Also present

14 members of the public

The Acting Chairman opened the meeting at 7.30pm

1. Apologies for Absence - To receive and accept apologies for absence.

Councillor Mr. Paul Warrington (PW)
Councillor Miss. Deanna Pennington (DE)
Councillor Mrs. Emma Baxter (EB)
Councillor Mr. Terry Smissen (TS)

2. Declarations of Interest & Dispensations

- 2.1. No declarations of interest received in agenda items from Councillors.
- 2.2. A written application for dispensation was received from PW in relation to items 6.3 & 10.2.

3. Speakers

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

- 3.1. John Williams – Update following public consultation event and formal planning application. An apology for absence was received from John Williams and from James Spreckley. The following statement was received from James Spreckley and read out by the Clerk.

“Our drainage consultants have taken up the issue of the highway drainage with Herefordshire Council as the Lead Local Flood Authority in support of the representations from 2 The Barlands, and we are awaiting an update.

We will continue to liaise with the LLFA to come up with a solution that deals with the highway drainage as well as the on-site drainage, and this will form part of the ongoing consideration of the planning application. John will update you as soon as we have anything meaningful to report.”

3.2. Update from Ward Councillor Bob Matthews.

- Quote received for the plans for the bus stop on A480 however the quote lacks any detail. Parish Clerk will obtain further details from Balfour Beatty before progressing.
- Still working with Herefordshire Housing to resolve issues with bus pull in at Waterside.
- Bypass is still under review. BM still pushing for an eastern route.
- Cycle path options being looked at including opening up the old railway line.

The chairman brought forward item 8, specifically P193794/O - Land South of A480 – Up to 100 Houses and asked the clerk to read out the statement prepared by the Parish Council’s Planning Committee. See appendix C.

4. Public Question Time

Opportunity for members of the public to raise issues or ask the Parish Council questions.

The acting parish chairman asked members of the public to raise only new or further comments in relation to the planning application to the south of A480 that were not already included in the statement.

A resident provided a written list of concerns before leaving the meeting. (All pertinent items within the list have been included in the statement). General discussion took place about items already in the statement the clerk was asked to speak to the school to ensure that their views were represented.

A resident asked if the parking at Waterside was been improved as previously discussed as it was an ongoing issue for those properties in Waterside who had to park in the bus pull in. BM & Clerk confirmed that discussions were ongoing and that we hoped that an amicable solution with Connexus Housing could be reached.

Several residents raised ongoing concerns about parking at the end of Dovecote Lane. Clerk confirmed that the item was ongoing and would feedback once it had been progressed.

5. Minutes

It was proposed by JH to accept the Minutes as a true record of the Ordinary Parish Council Meeting held on 16th October 2019, seconded by RN.

6. Financial Report – Appendix A

- 6.1. Confirmation of Bank Balances
- 6.2. Receipts
- 6.3. Invoices for Payment
- 6.4. Defibrillator Appeal
- 6.5. Budget/YTD Update

It was proposed by AS to accept the finances as a true report and to authorise the payments; seconded by DP.

7. Budget For 2020/21 Financial Year – Appendix B

- 7.1. Review Year End Reserves Calculation
- 7.2. Review 2020/21 Draft Budget
- 7.3. Discuss proposed Projects and any further ideas
- 7.4. Agree Precept

All of the reports prepared by the Finance Committee were read out by the Clerk. Discussion took place about the projects listed and it was agreed that the list was ambitious but necessary. Discussion took place about deferring items to future years, it was agreed that the items listed were all either essential or necessary. It was noted that the average precept in Herefordshire is £67.16 (Band D equivalent) in 2019/20 and that currently Credenhill is well behind this at £48.34. Also noted that Credenhill has significant amount of assets to maintain for the use of the community which other parishes did not have. At present the budget for 2020/21 would require a band D equivalent of £67.97 which would bring the parish up to the current county average which is likely to increase at the level of inflation.

It was proposed to accept the budget and precept of £43,591 by PB, seconded by RD. The motion was unanimously supported.

8. Planning Applications

Appendix C includes comments on all applications requiring comment.

Reference	Details	CPC Status	HC Previous Status	HC New Status
P190089/O	Land at Orchard House - Outline application for up to 69 residential units with all matters reserved except for access	Comments Submitted - Mixed	Undecided	Approved with Conditions
P184208/F	Land at Tree Cottages Station Road - Proposed erection of a new single storey dwelling and garage	Comments Submitted – Neutral	Undecided	Undecided
P190945/F	Long Friday Farm - Proposed agricultural workers dwelling.	Comments Submitted – For	Undecided	Undecided
P193234/J	St Marys School – Tree Cut Back on TPO	Na	NEW	Consent Granted
P193570/FH	1 Mill Close - Proposed rear and side extension to bungalow.	Comments Submitted – For	N/a	Comments by 14/11/2019
P193395/F	Rear of Greenways Mill Lane - Remove existing bungalow and erection of 2 two bedroom bungalows	NEW	N/a	Comments by 20/11/2019
P193794/O	Land South of A480 – Up to 100 Houses	NEW	N/a	Comments by 28/11/2019

It was proposed by AS and seconded by DP to submit the comments in Appendix C to Herefordshire Council once the schools comments had been included.

These comments were unanimously accepted as well as a recommendation to delay the consultation deadline date to 16th January 2020 which would allow for discussion with the developers to look to resolve some of the matters raised. Clerk to submit comments and request extension.

9. To receive reports from working groups

- 9.1. Finance (AS, TS, ML) – No further updates.
- 9.2. Community Hall (TS) – Clerk attended due to TS being unwell. 7 people attended the meeting including representatives from Scouts, Beavers and Magna. The accounts for last year were presented as well as YTD figures. Finances are stable although they have limited funds to make further improvements; no Donation received from the Barn Dance. Bookings were down slightly but nothing to be concerned about. The Christmas Fayre is the next fund-raising event. Feedback forms to the users have been given out following the rejection of a grant application due to lack of evidence from users that the hall needs improving.
- 9.3. Footpaths (PB) – No current issues. Adoption of the path next to the Care Home up to the woods is still ongoing. It was agreed that we should ask members of the public to report any PROW issues in the CCN.
- 9.4. Shops/Businesses (DP) – Concerns were raised about the use of the carpark for selling a car and overnight parking. DP to monitor.
- 9.5. War Memorial (DE) – No updates
- 9.6. Flood Alleviation Scheme (JB) – No update from solicitor.
- 9.7. Schools (EB) – RD confirmed that the school had had a successful Ciams inspection achieving “Good” and they are now getting ready for ofsted.
- 9.8. Roman Park (JH, RN) – Meeting has been arranged to progress project.
- 9.9. Social Club (PW) – PW not present; clerk read out report received, see Appendix D.
- 9.10. Asset Management (ML, PW, TS) – Surveys have been arranged for January 2020; a further meeting to be held once survey report is received.

10. Matters arising since last meeting:

- 10.1. Remembrance Service – Post Event Review – Well attended 80 adults plus 33 children – poppy drop at camp caused noise during the silence, which was a little off putting, perhaps they could drop some poppies for us next year? RD would also like to thank the village maintenance contractor, Craig Powell for making the memorial look presentable for the day.
- 10.2. Update on Resource centre improvements – The lights, loft insulation and boiler had all been replaced and painting completed around the lights. The nursery manager is very happy with the outcome reporting that the building is a lot warmer and brighter. She reported that the only issue now was the draft from the fire exit. Clerk to look into. Review meeting to be scheduled in December with Nursery.
- 10.3. Update on New Litter Bins. All 5 litter bins have now been replaced and one older one swapped with one of the better old bins. Clerk to make arrangements to have the old bins removed.
- 10.4. It was proposed by PB to support the request received from Credenhill Sports and Social Club to extend the period needed to spend the S137 grant received earlier in the year due to the status of the embankment. Seconded by JH. Clerk to send letter.
- 10.5. Fastershire – Ultrafast broadband surveys are being conducted in Credenhill and fibre laid along the A480.
- 10.6. As previously agreed, the Parish Council completed a freedom of information request on behalf of a local resident for the costings of footpath widening work completed on the A480. The breakdown of the costs are as follows:

Design costs - £19,408.38

Construction costs (minus accommodation works) - £171,630.06

Land purchase costs - £6,500

Accommodation works costs i.e. natural stone facing, turfing of front garden, additional fencing – c. £7,500.

The above figure includes all construction costs.

- 10.7. ICO have confirmed that they will follow up concerns raised by residents about the use of CCTV.

11. Public Question Time

Further Opportunity for members of the public to raise issues or ask the Parish Council questions.

No further items raised.

12. Confirmation of the next Ordinary Meeting, Time, Date & Venue.

7.30 pm, 18th December 2019, Youth and Resource Centre.

The Acting Chairman declared the meeting closed at 21:20.

Councillor Mr. Martin Leaton Vice-Chairman

Signed.....

Date.....

Appendix A - Financial Information

		Lloyds Current	Nat West Current	Nat West Reserve	Total
30/09/2019	b/f Balance	1,843.00	5,123.03	73,965.69	80,931.72
Receipts					
30/09/2019	Harriers FC – Hire of Changing Rooms		50.00		50.00
01/10/2019	Credenhill Nursery Ltd – Rent Oct 2019		500.00		500.00
16/10/2019	HMRC – VAT Return Refund	1,473.26			1,473.26
08/10/2019	Hfd Centre for Natural Health – CCN Ad		48.00		48.00
08/10/2019	Watkins Carpentry – CCN Ad		48.00		48.00
08/10/2019	Maid Domestic Services – CCN Ad		70.00		70.00
09/10/2019	AARDVARK – CCN Ad		85.00		85.00
	Total Received in Period	1,473.26	801.00	0.00	2,274.26
Transfers					
10/10/2019	Transfer from Business Reserve to Current A/c		10,000.00	-10,000.00	
Payments					
01/10/2019	Herefordshire Council – Sulo Bin Hire		-104.00		-104.00
10/10/2019	Welsh Water – 19/03/2019 – 26/09/2019		-22.81		-22.81
21/10/2019	NEST Pension DD Sept 2019		-173.88		-173.88
25/10/2019	British Gas – Carpark Lights		-25.14		-25.14
25/10/2019	British Gas – Changing Rooms		-19.49		-19.49
	Total Cheques Cleared in Period (See below)	5,222.21	-13,091.73		-7,869.52
	Total Spent in Period	5,222.21	-13,437.05	0.00	-8,214.84
Cheques Cleared in period					
18/09/2019	Medicare (UK) Ltd – Defibrillator and Cabinet		-1,634.63		001129
18/09/2019	Mayglothing Waste Ltd – Sewage/Pump		-1,457.10		001130
18/09/2019	Highground Maintenance Ltd – 1/6 Grass Cutting Contract	-669.60			000061
16/10/2019	PIP Printing - Oct 2019 CCN	-353.16			000063
16/10/2019	H'fd Fire Protection S'vs - Annual Fire Ext. Inspections	-64.02			000064
16/10/2019	HMRC – PAYE	-4.44			000065
16/10/2019	Mr L Harper-Smith – Wages Sept 2019	-600.36			000066
16/10/2019	Mr L Harper-Smith - Expenses Oct 2019	-79.61			000067
16/10/2019	Mayglothing Waste Ltd - Balance of Account	-90.00			000068
16/10/2019	Glasdon UK Ltd – 5 x Jubilee Litter Bins	-2,097.60			000069
16/10/2019	Mr C Powell – Litter Picking/Maintenance/Cleaning Sept 19	-519.00			000070
16/10/2019	Keep Britain Tidy – Dog Poo Sign Campaign	-300.00			000072
16/10/2019	Credenhill Parish Council – Move Funds - Natwest to Lloyds	10,000.00	-10,000.00		001431
	Total Cheques Cleared in Period	5,222.21	-13,091.73	0.00	-7,869.52
30/09/2019	Closing Balance	8,538.47	2,486.98	63,965.69	74,991.14
Cheques not Cleared					
	Total Cheques not Cleared	0.00	0.00	0.00	0.00

	Lloyds Current	Nat West Current	Nat West Reserve	Ref	
Payments to Authorise					
20/11/2019	PIP Printing - Nov 2019 CCN	-344.86		000073	
20/11/2019	HMRC – PAYE	-13.08		000074	
20/11/2019	Mr L Harper-Smith – Wages Oct 2019	-649.32		000075	
20/11/2019	Mr L Harper-Smith - Expenses Oct 2019	-130.99		000076	
20/11/2019	Mr C Powell – Litter Picking/Maintenance/Cleaning Oct 19	-728.85		000077	
20/11/2019	P A Electrical – Replace Resource Centre Lights	-954.00		000078	
20/11/2019	Dave Massey Gas Services Ltd – Replace Boiler	-1,620.00		000079	
20/11/2019	Highground Maintenance Ltd – 1/6 Grass cutting final pmt	-669.60		000080	
20/11/2019	Good n Property Maintenance – Replace Manhole Covers	-205.00		000081	
20/11/2019	Medisave (UK) Ltd – Defib Pads & AED Prep Kit	-124.08		000082	
	Total Payments to Authorise	-5,439.78	0.00	0.00	
Transfers to Authorise					
None					
Debtors					
		Not Due	< 30 Days	>30 Days	Total
	Harriers FC		25.00		25.00
	Hair at Home – CCN Advertising	48.00			48.00
	Pilates – Emma Caldwell – CCN Advertising		85.00		85.00
	Total Debtors	48.00	110.00	0.00	158.00
Other Debtors					
	Total Other Debtors	0.00	0.00	0.00	0.00
Creditors					
	1 & 1 Internet Ltd – Web Hosting	5.99			5.99
	British Gas – Electricity	47.75			47.75
	Total Trade Creditors	53.74	0.00	0.00	53.74
Other Liabilities					
	Defibrillator Fund	-103.40		627.30	523.90
	NEST Pension Payments Owing	190.44			190.44
	Credenhill Nursery Ltd - Resource Centre Deposit			450.00	450.00
	Youth Club Funds			745.26	745.26
	Road Safety Improvement Fund			40,000.00	40,000.00
	VAT to be reclaimed from HMRC	-825.88			-825.88
	Total Liabilities	-738.84	0.00	41,822.56	41,083.72
Defibrillator Fund					
		DR	CR	Balance	
	Just Giving	341.94		341.94	
	Cheques & BACS	1,145.00		1,486.94	
	Groundwork UK – Grant	375.00		1,861.94	
	Cash Collections	664.09		2,526.03	
	Defibrillator & Cabinet		1,479.99	1,046.04	
	Returned Defib Bag not required	27.50		1,073.54	
	Training Room Hire		90.00	983.54	
	Training Refreshments		180.00	803.54	
	Defib AED Prep Kit		14.05	789.49	
	Herefordshire Heartstart Donation for Training		300.00	489.49	
	Donation Received July 2019	1,500.00		1,989.49	
	Defibrillator & Cabinet		1,362.19	627.30	
	Defib Pads & AED Prep Kit		103.40	523.90	
	Defibrillator Fund Balance	4,053.53	3,529.63	523.90	

2019-2020 Budget/Actual Comparison YTD

@ 13th November 2019

	A	B	C	D	
	Year Total Budget	YTD Comparable Budget Total	YTD Actual Spent/ Receipt	Variance	Notes
Clerk Wages	9,385.71	5,537.00	5,787.76	- 250.76	Error on year end journal, accrued net wages instead of Gross.
Pension	281.57	165.57	168.12	- 2.55	
SLCC Membership	46.00	46.00	-	46.00	
Staffing Costs	9,713.28	5,748.57	5,955.88	- 207.31	
Microsoft Office 365	105	65.50	7.90	57.60	
Travel	180	105.00	88.69	16.31	
Printing	180	105.00	107.08	- 2.08	
Telephone	60	35.00	35.00	-	
Postage		-	15.63	- 15.63	
Stationary	120	70.00	40.46	29.54	
Homeworking Allowance	180	105.00	105.00	-	
Meeting Room Hire/Setup Cost	150	-	-	-	
Office & Meeting Costs	975	485.50	399.76	85.74	
Adverts		-	211.00	- 211.00	Open Day Signs
Website Hosting Fee	85	35.00	14.93	20.07	
Printing CCN	3,600	2,150.00	2,091.15	58.85	
Advertising & Promotion	3,685	2,185.00	2,317.08	- 132.08	
Insurance	2,000	2,000.00	1,097.77	902.23	Real saving - no more costs expected.
Internal Audit	105	105.00	100.00	5.00	
External Audit	210	210.00	200.00	10.00	
ICO Membership Fee	40	-	-	-	
Fire Extinguisher Inspections	100	100.00	53.35	46.65	
Fire Alarm Inspections	170	-	-	-	
Playground Inspection	130	-	-	-	
Insurance, Legal & Professional Costs	2,755	2,415.00	1,451.12	963.88	
Changing Room Costs					
Electric	240	140.00	154.49	- 14.49	
Water Rates	222	22.81	22.81	-	
Community Centre Costs					
Waste Disposal	480	240.00	208.00	32.00	
Electric	276	161.00	146.05	14.95	
Utility & Waste Management Costs	1,218	563.81	531.35	32.46	
Village Costs					
Litter Picking	5,319	3,102.50	2,949.00	153.50	
Cleaning	288	168.00	84.00	84.00	
Maintenance	288	168.00	614.00	- 446.00	
Materials	240	140.00	3.33	136.67	
Hedge Cutting	1,806	-	-	-	
Weed Control	473	236.25	180.00	56.25	£113 saving expected
Grass Cutting	4,557	4,557.00	3,348.00	1,209.00	Real saving - no more costs expected.
Tree Maintenance	500	-	-	-	No expected costs
Asset Management Costs	13,470	8,371.75	7,178.33	1,193.42	
Total Operating Costs	31,816	19,770	17,834	1,936	

Exceptional/Planned Costs

Training	1,210	1,210	-	1,210
Charitable Grant Provision	8,000	8,000	9,677 -	1,677
2018 Election Recharge Costs	2,050	-	-	-
Repair Culverts	12,500	300	300	-
Roman Park Improvement Fund	5,000	950	950	-
Replace Village Bins	2,400	2,400	2,211	189
Changing Rooms Planning	85	-	-	-
Asset Repairs & Renewals	3,000	3,000	4,148 -	1,148
Exceptional/Planned Costs	34,245	15,860	17,286 -	1,426
Total Projected/Actual Costs	66,061	35,630	35,120	510

Clerk has decided not to do the Cilca training.

S137 Grant Scheme complete for 2019/20 Financial Year

Clerk emailed HC for cost
Need to carry forward.

Play Bark & Swing Repair. £1.5k committed to plans.

5 of 10 Bins purchased. Cost of fitting 5 bins to come from this years budget.

Sewage Pump, LED Lights, Boiler Renewal. Further costs - Loft Insulation. Fence repair.

Income

Precept	31,000 -	31,000.00 -	31,000.00	-
Rent	5,424 -	3,150.00 -	3,350.00	200.00
Bank Interest	15 -	8.89 -	36.23	27.34
CCN Adverts	500 -	500.00 -	709.00	209.00
Grants Received	-	-	-	-
Electricity Recharges	184 -	92.00 -	96.22	4.22
Hire of Changing Rooms	300 -	100.00 -	625.00	525.00
Other Income	-	-	326.76	326.76
VAT Reclaimed Prior Year	-	-	-	-
Total Income	37,423 -	34,851 -	36,143	1,292

4 Months Rent Increase

Pinders Circus plus extra Football income.

Reversal of bad debt provision plus 2 recharged items.

Credenhill Nursery Ltd	450	450.00 -	450.00	-
Credenhill Youth Club	545	545.26 -	745.26 -	200.00
Ring Fenced Funds	995	995 -	1,195 -	200

Sale of Games £200

C/fwd Balance (Projected)	29,633	29,633.41	28,543.82 -	1,089.59
Cash Flow (inc Projected 2017/18 Surplus)	0 -	41,842 -	41,524 -	107

Difference between projected actual year end balance and actual balance

Appendix B – 2020/21 Projection & Draft Budget

Calculation of 2019/20 Year End Reserve

@ Nov 30, 2019

Total Current Assets (Banks plus Debtors less uncleared cheques)	69,833
Accounts Payable	- 54
NEST Pension Payments Owing	- 190
VAT to be Reclaimed 20%	822
VAT to be Reclaimed 5%	4
Income - Rent for rest of year	2,500
Income - Other	600
Operating Costs for rest of year per Budget	- 12,047
Operating Costs expected saving on budget	1,205
Accrued Costs (Clerk Wages March paid April 2020)	- 800
Accrued Costs (Handyman March paid April 2020)	- 600
2019 Election Costs (Budget) Expected £150	- 2,050
Roman Park Designs	- 1,500
Roman Park Changing Rooms Plans	- 85
Loft Insulation	- 675
Fence Repair - Resource Centre	- 167
Roman Park Fence Repairs	- 500
Surveys	- 1,350
Expected Year End Reserve	54,946
Reserve Breakdown	
Roman Park	2,550
Culvert Repair Fund	12,200
Road Safety Improvement Fund	40,000
Defibrillator Fund	524
Resource Centre - Rent Deposit	450
Youth Club Funds	745
	56,469
Reserve shortfall	1,523

2020-2021 DRAFT Budget

@ 12th November 2019

	Year Total Budget	Notes
Staffing Costs	9,640.80	
Microsoft Office 365	95	Calculated
Travel	144	Estimate
Printing	180	Estimate
Telephone	60	Calculated
Postage	37	Estimate
Stationary	84	Estimate
Homeworking Allowance	180	Calculated
Meeting Room Hire/Setup Cost	150	Calculated
Office & Meeting Costs	929	
Adverts	250	Estimate
Website Hosting Fee	60	
Printing CCN	3,960	10% Inc on 2019 Rate in Budget
Advertising & Promotion	4,020	
Insurance	1,200	10% Inc on 2019 Rate in Budget
Internal Audit	105	5% Inc on 2019 Rate in Budget
External Audit	210	5% Inc on 2019 Rate in Budget
ICO Membership Fee	40	
Fire Extinguisher Inspections	100	
Fire Alarm Inspections	170	
Playground Inspection	130	
Insurance, Legal & Professional Costs	1,955	
Changing Room Costs		
Electric	264	Estimate allowing for small increase.
Water Rates	100	Estimate allowing for small increase.
Community Centre Costs		
Waste Disposal	440	Estimate allowing for small increase.
Electric	288	Estimate allowing for small increase.
Utility & Waste Management Costs	1,092	
Village Costs		
Litter Picking	5,319	As 2019
Cleaning	288	As 2019
Maintenance	288	As 2019
Materials	240	As 2019
Hedge Cutting	1,351	10% Inc on 2019 Rate in Budget
Weed Control	392	10% Inc on 2019 Rate in Budget
Grass Cutting	3,681	10% Inc on 2019 Rate in Budget
Tree Maintenance	550	10% Inc on 2019 Rate in Budget
Asset Management Costs	12,108	
Total Operating Costs	29,745	

Exceptional/Planned Costs

Charitable Grant Provision	4,000	S137 Grant Scheme spending limit for 2019/20 £8.12 per elector
New Signs for Community Centre	1,000	The community centre signs are poor many people are unaware of the Community facilities - a new sign could help improve footfall.
Plant Flowers/Bulbs	500	It would be nice to plant flowers/bulbs in the verges and in beds/planters around the village signs like in other communities. Thoughts?
Deal with Rabbit Holes	200	There are a number of Rabbit holes in the resource centre field that are a hazard to the children.
Legal Fees (to register Land)	1,500	Roman Park & Community Centre are not registered.
Repair Culverts (addition to reserve)	2,800	Top up reserve from £12.2 to £15k for repair works.
Roman Park Maintenance Fund (addition to reserve)	2,000	Play Bark, Fence Maintenance, Changing Rooms Repairs, address and RoSPA Issues.
Replace Village Bins	2,000	Replace a further 5 bins in 2020/21
Embankment Repairs	5,000	£3k for fence and £2k for netting/pinning plus grass.
Asset Repairs & Renewals	3,000	Provision for unexpected repairs and renewals
Exceptional/Planned Costs	22,000	
Total Projected/Actual Costs	51,745	

Income

Precept	43,591	*
Rent	6,950	
Bank Interest	120	
CCN Adverts	600	
Electricity Recharges	184	
Hire of Changing Rooms	300	
Total Income	51,745	

Projected Reserves Bought Forward from 2019/20

Roman Park	2,550
Road Safety Improvement Fund	40,000
Culvert Repairs	12,200
Defibullator Fund	524
Credenhill Nursery Ltd - Rent Deposit	450
Credenhill Youth Club	745
Projected Reserves B/F from 2019/20	56,469

2020-2021 DRAFT Budget

@ 12th November 2019

per Household figures

A

	Year Total Budget	2019/20 Precept Band D Equivalent	2020/21 Precept Band D Equivalent	% Change Since Last Year	Notes
Staffing Costs	9,640.80	£ 15.22	£ 15.03	-1.3%	
Office & Meeting Costs	929	£ 1.53	£ 1.45	-5.2%	
Advertising & Promotion	4,020	£ 5.78	£ 6.27	8.5%	
Insurance, Legal & Professional Costs	1,955	£ 4.32	£ 3.05	-29.4%	
Utility & Waste Management Costs	1,092	£ 1.91	£ 1.70	-10.8%	
Asset Management Costs	12,108	£ 21.11	£ 18.88	-10.6%	
Total Operating Costs	29,745	£ 49.87	£ 46.38	-7.0%	
Exceptional/Planned Costs					
Charitable Grant Provision	4,000	£	6.24		S137 Grant Scheme spending limit for 2019/20 £8.12 per elector
New Signs for Community Centre	1,000	£	1.56		The community centre signs are poor many people are unaware of the Community facilities - a new sign could help improve footfall.
Plant Flowers/Bulbs	500	£	0.78		It would be nice to plant flowers/bulbs in the verges and in beds/planters around the village signs like in other communities. Thoughts?
Deal with Rabbit Holes	200	£	0.31		There are a number of Rabbit holes in the resource centre field that are a hazard to the children.
Legal Fees (to register Land)	1,500	£	2.34		Roman Park & Community Centre are not registered.
Repair Culverts (addition to reserve)	2,800	£	4.37		Top up reserve from £12.2 to £15k for repair works.
Roman Park Maintenance Fund (addition to reserve)	2,000	£	3.12		Play Bark, Fence Maintenance, Changing Rooms Repairs, address and RoSPA Issues.

Replace Village Bins	2,000	£	3.12	Replace a further 5 bins in 2020/21
Embankment Repairs	5,000	£	7.80	£3k for fence and £2k for netting/pinning plus grass.
Asset Repairs & Renewals	3,000	£	4.68	Provision for unexpected repairs and renewals
Exceptional/Planned Costs	22,000	£	34.31	290.4%
Total Projected/Actual Costs	51,745	£	80.69	37.6%
Income				
Precept	43,591	* £	48.34	£
Rent	6,950	£	10.84	
Bank Interest	120	£	0.19	
CCN Adverts	600	£	0.94	
Electricity Recharges	184	£	0.29	
Hire of Changing Rooms	300	£	0.47	
Total Income	51,745	£	58.66	£
Total Income				37.6%
Projected Reserves Bought Forward from 2019/20				
Roman Park	2,500			CCLA Account?
Road Safety Improvement Fund	40,000			
Culvert Repairs	12,200			
Defibrillator Fund	524			
Credenhill Nursery Ltd - Rent Deposit	450			
Credenhill Youth Club	745			
Projected Reserves B/F from 2019/20	56,419			

* The amount we are asking each household to pay in 2020/21 to help maintain and improve the community.

Appendix C – *Credenhill Planning Committee Report to the Parish Council*

P193794/O - [Land South of the A480 Credenhill Herefordshire](#) - Application for outline planning permission for up to 100 dwellings including means of access onto the A480.

Overview:

Credenhill has a new housing requirement of 149 additional houses by 2031 of which approximately 25 have been or are in the process of being built. Another outline application of 69 houses has recently been approved. It is recognised that the target of 149 is a minimum figure and that a further target will be given for housing requirement post 2031.

Because Credenhill has no Neighbourhood Development Plan, something that the parish were not willing to support, we are therefore governed by Herefordshire Councils planning policy; thus we have to assess each development within this wider planning policy.

Having reviewed all of the documents submitted, the proposals fulfil the requirements set out in Herefordshire Councils planning policy and all of the benefits of the development are listed in the proposals, however there are a number of concerns that will need to be addressed either within the plans or the Heads of Terms Agreement to enable the Parish Council to support the application.

Review of Credenhill Housing Stock:

Whilst the Parish Council accepts that further housing is required in the parish it requests that Herefordshire Council review the actual housing requirements by house size specifically for the Parish of Credenhill; the proposals include the 35% affordable housing that is set within policy however it is a fact that Credenhill already has a larger than significant proportion of smaller/affordable homes; Credenhill actually has a shortage of larger homes that would be in keeping with the existing properties surrounding the site. If the parish had an NDP this would have been one of the conclusions reached due to the large number of ex-RAF and council properties in the parish.

Current housing based on council tax banding showing that 87% of homes in Credenhill are Band D or below which is already 13% higher than Herefordshire as a whole; where 74% of homes are Band D or below. See attached Credenhill Housing Stock Analysis Document.:

CREDENHILL											
Parish : 054	CREDENHILL	Band A DISA	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Totals
1. Total Dwellings On Valuation List	0	36	303	262	122	85	14	7	3	832	
HEREFORDSHIRE											
		Band A DISA	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Totals
1. Total Dwellings On Valuation List	0	13398	19976	16729	13306	11832	7020	3607	186	86054	

A lower density of new dwellings of a larger size would address some of the other concerns raised below.

Review of Flood Risk:

Firstly, it should be noted that the data used in the flood risk assessment from the environment agency database is dated 2013; significant changes have occurred since then such as deforestation of parts of Credenhill Park Woods as well as the well published effects of climate change that need to be considered. It is requested that Herefordshire Council as the Local Flood Authority provide more accurate/up to date assessment of the flood risk; the surface water flood risk is currently sited as Very Low in the EA data for this area; recent flood events suggest otherwise (e.g Flooding of 2 The Barlands).

The developers have used the required formulae to calculate the SUDS dimensions based on the site. It is known that a significant amount of surface water runoff from the hill naturally runs off the A480 onto the proposed site. The Parish Council seeks reassurances that either; 1. the highways authority/local flood authority put in place appropriate measures to ensure that the surface water is dealt with adequately so that The Barlands does not flood again (it has twice in the last couple of years which is far beyond the 1 in 25 year flood event); alternatively; 2. the authorities work with the developers to proactively adjust the SUDS sizes to ensure that they can take the additional surface run off water and prevent further issues on the adjacent MoD site and homes in Centurion Way; thus removing the risk from The Barlands.

The MoD site is also known to flood from surface run off from the proposed site as well as off the A480 through their main gates. It is highlighted in the report that the impact on the wider catchment is an increased flood risk; assessed as medium (i.e Developing the site will increase impermeable surfaces leading to a potential increase in run off to the wider catchment); if Herefordshire Council reassess the surface water flood impact as higher than very low then this will further increase the risk of flood to the MoD site. The topography of the site shows that this will be diverted to the south eastern corner of the site; which is not being developed. The Parish Council seeks reassurances that the impact of this is fully addressed and that appropriate measures are taken to ensure that all water is dealt with within the development site and existing issues are resolved as part of this development should it go ahead. A lower density of larger properties would also reduce the area of impermeable surfaces.

Access:

Concerns have been raised about additional traffic flow on and off the A480, particularly at busy times. The proposed junction with pedestrian crossing is of a safety concern, whilst speeding isn't as bad as it was before the reduction in speed limit tailgating is now a major concern, the addition of a junction will add a further hazard; more needs to be done to help address dangerous driving through the parish. Implementation of a fixed speed camera located at the Hereford side of the new junction is the only sure solution to this ongoing problem.

There has been some confusion about the road being connected through to Centurion Way for vehicles; which is not the case; it is proposed that a foot and cycle path will connect Centurion Way with the proposed estate; similar to that between Willow Close and Centurion Way. The new access between Centurion Way has caused a great deal of concern for those living nearby, particularly 37, 38 & 39 who will lose some frontage and it will adversely affect the nursery business run from number 39. Careful planning and consideration of how to best achieve this new access with minimal effect on those residents is required. A solution may be to work with the school to take the path next to the fence line of No36 Centurion Way and cut through the corner of the school field therefore minimising the effect on the 3 properties but achieving connectivity between new and old estates (the school would lose its forest school area if this was done however it is something that the developer could replace from other adjacent land that they own or from within the development site.). The current plans will mean a significant loss of privacy due to the proximity of the proposed path to the existing homes; again if the path was set back and fenced this would minimise the effect. Additionally, there is a safety concern over the proposed public right of way which will be crossed by a vehicular right of way to the 3 private driveways; again, moving the path as suggested would also resolve this safety concern.

See attached suggestion:



Following discussion with the school head & deputy they have said that they are open to discussion about options that have minimum disturbance and minimum loss of land to the school if there is a benefit to the school equal to its loss and assuming that the Local Authority agree.

Other concerns raised by residents in Centurion Way that the Parish Council request are taken into consideration:

1. Due to the narrow nature of the existing road cars have to park on the pavement to allow vehicles to pass (another consideration when planning the new homes) which due to the low footfall is not a major issue at present; added pedestrians and cyclists will cause safety issues.
2. Currently Centurion Way is a quiet cul de sac where many residents have moved to live for this very reason; the new estate if connected would mean that it is no longer a quiet cul de sac which could result in devaluation of existing properties, increased security/safety risks and increased levels of noise.
3. School Parking – The current school carpark is not able to cope with the existing volumes of traffic so between 10-15 cars park in the surrounding roads across drives and on pavements; this will only increase.
4. Great Crested Newts are present in a number of garden ponds in the vicinity of the site; and possibly in the school pond.
5. Concern of over development of village, losing its character.
6. Concern of loss of open green space.

Foul Water

The proposed development is from the same landowners who developed the Dovecote Lane/Centurion Way estate which was constructed by Persimmon Homes. After the estate was built Welsh Water would not adopt the sewage system because Persimmon had connected the rainwater run off to the sewage pipes; this matter has never been fully resolved. Welsh Water have now adopted the pipes however a number of homes in Centurion Way still experience problems with their toilets overflowing with raw sewage; this cannot happen again on the new site if it is to go ahead.

The developers have received permission from Welsh Water to connect to the existing sewage pipe. Following discussion with the MoD it is noted that this pipe is prone to blockage; Welsh Water require an escort on MoD premises which is not always available making it difficult to deal with problems. On many occasions that MoD deal with problems without notifying Welsh Water. The Parish council is concerned that Welsh Water may have given approval without having all of the facts, we therefore seek assurances that tests have been conducted to ensure that the sewage pipes are indeed capable of the required capacity.

Infrastructure Considerations:

Additional pressure on the following areas will need to be addressed by further investment:

1. Public/School Transport to Weobly High – Improvements to the bus stop on the same side as the development need to be made on A480 as well as a contribution to an improved bus turning area near Waterside.
2. Schools (St Mary's & Weobly) – St Marys school currently has 39 vacancies so have some capacity; the education board will make its open assessment of placement requirements. Both schools also have several improvements to make that should be contributed to by this development that with require school places. The parish council request that the funds are ring fenced for these schools specifically. The parish council notes that continued investment in Weobly High as the catchment school should be supported by a council funded school transport solution for all pupils and requests that Herefordshire council make an exception for its school pupils in light of the additional council tax received from this and the Orchard House development.
3. Highways – The Parish Council are keen to address the narrow path leading into the village at the top of station road near the junction with the A480, the footpath needs widening and the junction arrangement changing to make traffic slow down. By changing the priorities and traffic directions at the arms of the Y junction this could be achieved. The Parish Council accepts that this will require and entail some adjustment to the kerbing and the size of the green area at the junction. A contribution from the development towards this would be appropriate.
4. Doctors Surgery – Additional resources/longer opening times at Credenhill Surgery would significantly benefit the community. We request that the S106 monies be ring fenced specifically for use at Credenhill Surgery rather than the wider medical group.
5. Roman Park – The Parish Council are at the early stages of preparing a major plan to improve the amenities provided at the Roman Park – Thus a contribution towards sports and leisure facilities is appropriate.
6. Credenhill Community Hall – The community hall is in need of significant improvements (heating, kitchen, flooring); it is used by many local groups (Scouts, Magna Drama, Knitting Group, etc) and can be hired for private events which would be of benefit to the new residents – consideration of a contribution towards this would be appropriate as it has not been able to gain support from the lottery in recent grant applications.
7. Church Yard Improvements/Maintenance – The churchyard is for the use of the whole community regardless of faith, additional homes will mean additional requirements, consideration of a contribution would be appropriate.

The parish council is grateful for the engagement of the developer and landowners having first engaged with us in December 2018 and their responsiveness at answering questions raised and for running the public consultation event. However, we have not received any feedback from the consultation event and no representatives were present at the meeting where the above comments were discussed in detail. The parish council would like the comments book from the consultation event to be included in consideration of the representations from the residents that attended the event as those residents may perceive that those comments would be officially included.

The parish council reserve the right to make further comments during the planning process.

P193570/FH – 1 Mill Close - Proposed rear and side extension to bungalow.

The Parish Council planning committee has visited the site and written to the neighbouring properties. The extension to the existing bungalow whilst large will not adversely affect the area as it is all on ground floor level and will not be obtrusive to neighbours. The Parish Council have not received any objects to the application and believe that the extension is in keeping with the local area. Removal of the Garage and erection of the extension to the south side in a more forward position will reduce the off-road parking available at the property from 4 to 3 however this is more than adequate for a property of this size. The Parish Council therefore supports the application.

P193395/F - Land to the Rear of Greenways Mill Lane - Demolition of existing bungalow and garage and erection of 2 two bedroom bungalows

Members of the parish council have reviewed the application and conducted a site visit as well as spoken to residents at neighbouring properties. No concerns were raised during the visits to neighbouring properties however it was noted that there would be additional parking requirements within this small private road which already contains a number of small bungalows. The existing bungalow is in poor condition and the proposals offer the best possible solution for improving the site. The parish council therefore supports the application.

Appendix D - Credenhill sports and social club meeting 11/11/2019

Entertainment

2019

End of November - Jennifer T

7th December - Christmas fayre 2pm to 4 pm craft tables, Father Christmas etc.

New year's Eve Disco

2020

January, February and March will have themed discos

11th January open mic night

1st February family fortunes, teams needed if anyone is interested.

General

No new member's just renewals.

The club is looking into getting an epos system for taking payments and monitoring stock levels etc, they are also looking to start taking card payments.

Parish council

The chairman of the club meeting (Dave) has asked if any decision has been made regarding the Falconry display proposed to be part of the family fun day in 2020 and the use of the strip of land between the garages and the Playgroup.

Also have the surveys been completed and if so what is the outcome of any survey done on the bank behind the club as Dave is keen to start work strengthening the boundary behind the club.

Next meeting 9th December at 19.30