

CREDENHILL PARISH COUNCIL



MINUTES OF AN ORDINARY MEETING **HELD BY LIVE PUBLIC VIDEO CONFERENCE ON 20 MAY 2020**

PRESENT:

Councillor Mr. Terry Smissen Chairman (TS)
Councillor Mr. Martin Leaton Vice Chairman (ML)
Councillor Miss. Jenni Hurcomb (JH)
Councillor Miss. Rebecca Norton (RN)
Councillor Miss. Deanna Pennington (DE)
Councillor Mr Paul Beechey (PA)
Councillor Mr. Andrew Slater (AS)
Councillor Mr. Paul Warrington (PW)
Councillor Revd. Rana Davies-James (RD)
Ward Councillor Mr. Bob Matthews (BM)

Parish Council Clerk/RFO – Mr. Lee Harper-Smith (Clerk)

The Chairman opened the meeting at 7.50 pm

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

Councillor Mrs. Dot Pullen (DP)
Councillor Mr. John Beavan (JB)
Councillor Mr. Paul Burrridge (PB)

2. Declarations of Interest & Dispensations

- 2.1. No declarations of interest in agenda items from Councillors received.
- 2.2. No written applications for dispensation received.

3. Speakers

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

3.1. Mark Hadley, Senior Project Manager Balfour Beatty – Bus Stop Option Appraisal
Mark presented the various bus stop options on A480, discussion took place and it was agreed that councillors would go away and think about the options for decision at the next meeting.

3.2. Update from Ward Councillor Bob Matthews.

- Bus stop on A480, will work with landowners to agree land transfer.
- Development of Land at A480, keen to get drainage issues resolved and look at options for mini roundabout.
- Virus pandemic is occupying the council business and agenda at present

3.3. James Spreckley provided an update on the various matters and concerned that had been raised previously:

- Redesigned highway drainage and surface water management to remove surface water from A480 to prevent flooding of Barlands cottages. Highways are happy with improvements.
- Foul water connection has been agreed with Welsh Water
- Mini roundabout, there are not enough issues with traffic speed or volume from the site to justify the land take up of a mini roundabout; the Tucan crossing will address the traffic calming measures.
- The landowners have retained access rights between Centurion Way and the development site when the land was transferred to Persimmon Homes.

Councillors were asked if they have any questions for JS.

- Could the access be opened directly to the school instead of Centurion Way? JS – Local Authority are keen to have the link through Centurion Way, not ruling out direct access to the school.

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- Concern raised about the volume of pedestrian/cycle traffic going through Centurion Way? JS – Local Authority are keen to link through for Married Quarters and potential houses at Orchard House.
- Concern raised about the width of pedestrian/cycle link? JS is satisfied that the link will be the same width as the path in Centurion Way and whilst 3m could be achieved it would impact more on 37, 38, 39 Centurion Way than a 2m width as proposed. Having a safe route into Centurion way will reduce the use of the narrow path on Station Road.
- RD would rather see families using the proposed access rather than the very narrow path on Station Road and questions the notion that there will be large volumes of pedestrians through Centurion Way.
- PW raised the question whether there will be dedicated cycle paths through the site? JS – As this is outline we have not got to that stage yet.
- PA – Raised the point that the investment on improving the public access to the village should be focused on the main access to the village through Station Road. Also, the reason the footpath in Centurion Way is 1.8m is because it is for pedestrians only.

4. Public Question Time

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

None raised

5. Minutes

Proposed by ML and seconded by JH to approve and sign the Minutes as a true record of the Ordinary Parish Council Meeting held on 15th April 2020.

6. Financial Report – Appendix A

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

It was proposed by AS and seconded by PW to accept the financial report as a true record and approve payments as listed.

7. Planning Applications

Reference	Details	CPC Status	HC Previous Status	HC New Status
P201299/F	81 Ecroyd Park- Proposed replacement of a double garage with a 2 storey dwelling	New	N/a	Comments by 05/06/2020
P201181/F	Long Friday Farm - Application for variation of a condition 2 following grant of planning permission 190945 (Agricultural workers dwelling) - to allow change of appearance of approved design.	New	N/a	Comments by 18/05/2020
P200826/F	Orchard House - Application for variation of condition 6 of planning permission. (130779/F)	Comments Submitted – Objection	Comments by 19/04/2020	Determine by 29/05/2020
P200749/XA2	Application for approval of details reserved by conditions – P132278	No Comments Required	No comments Determine by 29/04/2020	No comments Determine by 29/04/2020

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P193794/O	Land South of A480 – Up to 100 Houses – Re-consultation	Comments Submitted - Mixed	Undecided Determine by 29/01/2020	Re-consultation Comments by 29/05/2020
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The Chairman read out the report for P201299/F, Appendix B, it was proposed by PW and seconded PA to submit the report as the parish councils comments on the application.

The Chairman read out the report for P193794/O, Appendix C, it was proposed by PW and seconded PA to submit the report as the parish councils comments on the application.

8. To receive reports from working groups

- 8.1. Finance (AS, TS, ML) - 2019/20 Accounts and files to be submitted to internal auditor and the clerk will complete statutory year end tasks.
- 8.2. Community Hall (TS) – No update
- 8.3. Footpaths (PB) – No update
- 8.4. Shops/Businesses (DP) – Pot hole has been filled.
- 8.5. War Memorial (DE) – No update
- 8.6. Flood Alleviation Scheme (JB) – No update
- 8.7. Schools (RD) – Schools are busy getting ready to reopen to limited year groups.
- 8.8. Roman Park (JH, RN) – Bark has been ordered.
- 8.9. Social Club (PW) – No updates.
- 8.10. Asset Management (ML, PW, TS) – Craig is back at work and has been tasked with a list of maintenance tasks on our assets from the surveys as well as items from the Rospa report.
- 8.11. COVID19 Emergency (All) – TS has been in contact with St Martin’s with reference to the meals that are being funded and that the fund is limited to £2500. Rev Anne is working with the distributors to ensure that only those that need it are getting the service and will be issuing letters to the residents to let them know that funding is limited. Next meeting to be after next major government announcement.

CCN will be printed however many of our volunteers are still self-isolating, councillors RD, AS, PW, and PA volunteered to cover delivery this month as well as the clerk and Craig.

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9. Matters arising since last meeting:

- 9.1. West Mercia Police Grant available to help fund PPE for volunteer groups, item discussed but no requirement at present.
- 9.2. RD raised a concern about Road Safety for pedestrians practicing social distancing on the narrow sections of pavement on Station Road. It was agreed that the clerk would follow this up with
- 9.3. Website - WCAG 2.1 Compliance Deadline 22nd September 2020 (Web Content Accessibility Guidelines), clerk to work on making website WCAG 2.1 compliant and to report back on progress.
- 9.4. Review Roman Park Revised Layout Sketch and agree next steps. Clerk to work with play equipment suppliers to come up with detailed plans for each area.
- 9.5. It was proposed by ML and seconded by JH to accept quote received to provide an updated condition report for the Culverts from EDS £1,100 + VAT
- 9.6. It was proposed by ML and seconded by PW to procure the second half of village bins order from Glasdon £1748 + VAT

10. Public Question Time

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

None raised.

11. Confirmation of the next Ordinary Parish Council Meeting, Time, Date & Place.

7.30 pm, 17th June 2020, will be by LIVE Video Conference Call at <https://www.facebook.com/Credenhill/> or <https://youtu.be/OQvpzYOU3TY> unless lockdown is relaxed then it will be held at Youth and Resource Centre; a summons and notice will be provided nearer the time.

The Chairman declared the meeting closed at 21:55

Councillor Mr. Terry Smissen Chairman

Signed.....

Date.....

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Appendix A - Financial Information

Income & Expenditure		Lloyds Current	Nat West Current	Nat West Reserve	Total
01/04/2020	b/f Balance	2,513.49	3,807.13	54,015.68	60,336.30
Receipts					
31/03/2020	Natwest – Interest Received			9.47	9.47
17/04/2020	Herefordshire Council – Precept			21,975.50	21,975.50
20/04/2020	HMRC – VAT Reclaim 01/09/2019-31/03/2020	1,835.84			1,835.84
01/04/2020	Transfer from Natwest	3,000.00			3,000.00
29/04/2020	Herefordshire Council – COVID19 Grant Roman Park	10,000.00			10,000.00
29/04/2020	XT Driving – CCN Advertising	48.00			48.00
30/04/2020	Natwest – Interest Received			10.45	10.45
01/05/2020	Credenhill Nursery Ltd – Rent May 2020	550.00			550.00
	Total Received in Period	15,433.84	0.00	21,995.42	37,429.26
Payments					
03/04/2020	Welsh Water – Water Rates	-20.22			-20.22
14/04/2020	NEST – Pension	-182.16			-182.16
24/04/2020	British Gas – Electricity Changing Rooms	-27.75			-27.75
24/04/2020	British Gas – Electricity Carpark Lights	-15.71			-15.71
	Total Cheques Cleared in Period (See below)	-2,482.00	-3,000.00		-5,482.00
	Total Spent in Period	-2,727.84	-3,000.00	0.00	-5,727.84
Cheques Cleared in period					Ref
18/03/2020	Mr C Powell – Litter Picking/Maint/Cleaning Feb 2020	-550.35			000108
18/03/2020	HMRC – PAYE/NI Feb 2020	-0.26			000110
15/04/2020	Berrys – Roman Park Plans (1 st Payment)	-914.86			000113
15/04/2020	Mr L Harper-Smith - Expenses March 2020	-47.65			000115
15/04/2020	Mr L Harper-Smith – Wages March 2020	-633.60			000116
15/04/2020	HMRC – PAYE March 2020	-8.28			000117
15/04/2020	Mr C Powell – Litter Picking/Maint March 2020	-327.00			000118
15/04/2020	Credenhill Parish Council – Transfer to Lloyds		-3,000.00		001433
	Total Cheques Cleared in Period	-2,482.00	-3,000.00	0.00	-5,482.00
01/05/2020	Closing Balance	15,219.49	807.13	76,011.10	92,037.72
Cheques not Cleared					Ref
15/04/2020	Playsafe Ltd – Roman Park Annual Inspection RoSPA	-172.80			000112
15/04/2020	David Gardner – Tree Inspection/Survey Report	-150.00			000114
15/04/2020	St Martin –COVID19 Lunches for Credenhill Mar 2020	-128.00			000119
	Total Cheques not Cleared	-450.80	0.00	0.00	-450.80
Payments to Authorise					Ref
15/05/2020	PCC of Credenhill – Donation COVID19 Fund	-185.00			BACS
20/05/2020	ABC Printing – CCN April 2020	-315.00			BACS
20/05/2020	Mr L Harper-Smith - Expenses April 2020	-66.76			BACS
20/05/2020	Mr L Harper-Smith – Wages April 2020	-633.60			BACS
20/05/2020	ABC Printing – CCN April 2020	-315.00			BACS
20/05/2020	HMRC – PAYE April 2020	-8.28			BACS
20/05/2020	Highground Maintenance– 2 Cuts Roman Park	-207.36			BACS
20/05/2020	Highground Maintenance–1/6 Grass Cutting Contract	-702.66			BACS
20/05/2020	St Martin –COVID19 Lunches for Credenhill Apr 2020	-774.00			BACS
20/05/2020	Pontrilas – Bark for Roman Park	-633.60			BACS
20/05/2020	Glasdon UK Ltd – 5 x Litter Bins (agreed above 9.6)	-2,097.60			BACS
20/05/2020	Zurich Municipal – Insurance (agreed AGM)	-1,244.49			BACS
	Total Payments to Authorise	-7,183.35	0.00	0.00	-7,183.35

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ASSETS	Cash & Bank			Balance
		Lloyds – Current Account (after payments)		11,693.23
		Natwest – Current Account		807.13
		Natwest – Reserve Account		76,011.10
		Uncleared Cheques		-450.80
		Total Cash & Bank		88,060.66
	Debtors		Not Due < 30 Days >30 Days	Total
		Total Debtors	0.00 0.00 0.00	0.00
	Other Debtors			
		Total Other Debtors	0.00 0.00 0.00	0.00
		TOTAL ASSETS		88,060.66
LIABILITIES	Creditors		Not Due < 30 Days >30 Days	Total
		1 & 1 Internet Ltd – Web Hosting	5.99	5.99
		Herefordshire Council	137.52	137.52
		British Gas – Electricity Carpark Lights	23.77	23.77
		British Gas – Electricity Changing rooms	15.21	15.21
		Total Trade Creditors	182.49	182.49
	Other Liabilities			
		Defibrillator Fund		423.90
		NEST Pension Payments Owing	182.16	182.16
		Credenhill Nursery Ltd - Resource Centre Deposit		450.00
		Youth Club Funds		745.26
		VAT to be reclaimed from HMRC	-296.98	-296.98
		Total Other Liabilities	-114.82	1,619.16
		TOTAL LIABILITIES		1,686.83
		TOTAL		86,373.83
RESERVES	Restricted Reserves			
		Road Safety Improvement Fund		38,863.09
	Breakdown of Un-Restricted Reserves – per Budget	Budget	Income	Costs
		Roman Park	5,300.00	528.00
		Culvert Repairs	15,000.00	4,772.00
		Roman Park Changing Rooms Planning Fee	85.00	15,000.00
		Fence Repairs – Resource Centre & Roman Park	667.00	85.00
		Embankment Repairs	5,000.00	667.00
		New Litter Bins	2,000.00	5,000.00
		Legal Fees – Register Land	1,500.00	2,000.00
		Charitable Grant Provision	4,000.00	1,500.00
		New Signs For Community Centre	1,000.00	4,000.00
		Repairs & Renewals	3,700.00	1,000.00
		TOTAL BUDGETED EXPENDITURE (Exc Operating Costs)		77,115.09
		Working Capital for Operating Costs		9258.74
		TOTAL RESERVES		86,373.83



Appendix B

Planning Working Group Report to Full Council on planning application P201299/F 81 Ecroyd Park

This is the third application for this dwelling. The Parish Council reviewed the original application P163639/F against the new application and cannot find any reason to change their opinion. The new application does give additional concerns to where the occupant of 81 and the new dwelling will store their waist bins. The land dispute is not a concern, but the Parish council does feel that there is insufficient space for cars to exit the property from the far-right hand side. There is not any space to park on the road itself and if the planning department are minded to approve this application then a covenant preventing parking of cars on the road should be considered.

In addition to this the residents at number 80 have concerns as this will make his house a terrace and may have an impact on the value of his house.

Comments made on a previous application, which are still our opinion on this new application:

The site was visited by one of the Councillors who talked to the residents close to site who would be most affected. Some of them have already made their own comments to the council. This is a small cul-de-sac with at some 13 houses. The cul-de-sac is a single-track road with a small turning point which is part of the entrance to the site. There are four houses leading on to the turning point. This has given concern to the residents as there has already been some conflict over parking and this would indeed increase the vehicles using the road.

The supporting photographs on the new application are irrelevant as those images show pictures of extensions to other dwellings and not an additional dwelling. Most of them are not located in this cul-de-sac but in other areas on the estate. There are no infills of this type in any part of Ecroyd Park and this evidence could be considered misleading.

There is also concern that the applicant might apply for an entrance on to the dead-end lane next to the property which is used by the stable vehicles, horse riders, walkers and dogs, it is also opposite the fishery entrance and in the private part of the lane.

This is also considered to be an over development of a very small site. The Parish Council will have concerns if this application is approved on the grounds of the impact that it will have on residence already living there.

The Parish Council will not support this application on over development in a small cul-de-sac which will have a big impact on the residents nearby and set a precedence on the estate for infill houses that do not currently exist nor would they be appropriate given the size and scale of the estate.

The parish council requests that this application be rejected.



Appendix C

Planning Working Group Report to Full Council on planning application P193794/O

1. The entrance to Centurion Way would infringe on the houses adjacent to the footpath with a high fence. This will reduce the frontage and restrict the Nursery School at number 37. It will side onto no 36,37,38; this will cause the residence a lack of privacy. The space that remains after the footpath leaves very little space for parking or leaving their drives. This will also leave no parking spaces for parents dropping of their children at the nursery school.
2. There was also concerns that this would become a security risk with some undesirables using it for either selling drugs or easy access and exit when perpetrating crime. It may be used for motorised two-wheel vehicles which could be a danger to other users
3. It would be a risky place to be late at night because of the lack of lighting in Centurion Way.
4. It was noted that the width of the shared path is only 2m whereas a 3m width would allow for separate cycle and pedestrian paths.
5. It was noted that the plan for the centurion way access and turning areas was based on aerial maps and therefore the actual space on the ground may differ to an extent that the proposed turning area and path may not be feasible.
6. With children and families from the already planned 69 houses at Orchard House, MOD houses and the now proposed 100 houses it will increase the footfall by an unmanageable amount on a very narrow road with cars parked partly on the pavements.
7. The occupant of 37 has also questioned the legal rights of the landowner and was seeking legal advice. The clerk presented a copy of the deeds for number 37, where the proposed access is planned. The land is currently in their ownership and it is not clear from the deeds whether the developer has any rights over the land. It is hoped that the Planning department will ensure that this is clarified during this consultation phase.
8. It was queried why a new entrance into the school was not viable, but it was the understanding that this was not possible because of cost and manning.
We are suggesting that cost should not be a reason for a reasonable solution and with the increased intake of the school should give them funding's to do this. Surly the residence should be considered on privacy grounds.
9. Other issues were discussed including the Parish Councils request for a roundabout on the A480 which has been ignored and the need for bus stops for the area, close to the entrance.
10. The land and foul drainage reports were produced as well as permission by Welsh Water. The lengthy report was in depth but the council was not assured that this gives a true picture of the situation on the ground. Recent heavy rain left the ground very boggy with some flooding in residence gardens and flooding in the Well Cottage, Bannut Tree Close and Barland Cottages. We completely understand that Welsh Water will say that they can supply the water sewerage and land drainage but to what detriment can they predict on the neighbouring residents of Credenhill. The proposed new drainage system has yet to be proven and those at Barlands Cottages are yet to be convinced.
- 11 The Parish Council notes and shares the concerns over sewerage raised by the MOD in their submission and hope the planners will take this seriously.
12. The resident at Well Cottage have more concerns than most as they will suffer the most consequence, regarding privacy, noise pollution, flooding etc; can we ask that the planning department consider the objection closely.

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13. The present bus stop northbound is a very small area opposite the married quarters with no direct footpath access from the proposed site and you have to cross the road to go further.

14. It is said that this will be an improvement for pedestrians, Cyclist and even scooters, which it is, and will take them off the A480, but it will also be to the detriment of those living on Centurion Way which is very narrow. Dovecote Road which also has problems with cars parking on the road will also be affected.

15. The infrastructure and amenities are at the lowest level ever because of the financial constraints of the County council and the Parish as a whole; Herefordshire Council are yet to fully engage with the Parish Council to fully assess local infrastructure requirements through S106 agreement. We are also sceptical about the plans to move Credenhill Surgery to the City Centre and what impact that will have on the residents in the village, poor public transport connectivity and further increased traffic into Hereford. The Community Hall is already at capacity and further demand will require separation of the main hall to take on additional event requirements from additional residents.

16. The Parish council feels that this application will be to the detriment of the whole village because of over development with little consideration to how the infrastructure will cope. It would be pure folly for the Planning Department to ignore the 42 objections and other concerns/comments that were not supporting this application.

The comments above do not supersede the comments made to the Planning Department on the on the 28th November 2019 but are an addition to it. The Parish Council request that the Planning Depart consider all the objections and the disruption that the application will have on their lives. Also, the over development by this landowner, who does not consider the impact on the villagers as a whole. The Parish Council reserves the right to make further comments any time.