

# CREDENHILL PARISH COUNCIL



## MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD AT CREDENHILL COMMUNITY HALL ON 18<sup>th</sup> SEPTEMBER 2024

### **PRESENT:**

Councillor Mr. Martin Leaton Chair (ML), Councillor Mr. Andrew Slater (AS), Councillor Mrs Sandra Cheasley (SC), Councillor Miss. Deanna Pennington (DE), Councillor Revd. Rana Davies-James (RD), Councillor Mr. Paul Burrige (PB), Councillor Mr Paul Warrington (PW), Councillor Mr. Dan Fellows (DF), Councillor Mrs Dot Pullen (DP), Councillor Mrs. Kelly Edwards (KE).

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

2 Member of the Press /Public present.

**The Chair opened the meeting at 7.30 pm.**

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

Councillor Mr Paul Beechey Deputy Chair (PA),

### **2. Co-option of new councillor**

- 2.1. DP proposed to co-opt Chris Lewis (CL) on to the Parish Council, seconded by AS.
- 2.2. CL signed the declaration of acceptance of office of councillor form and joined the parish council.

### **3. Declarations of Interest & Dispensations**

- 3.1. PW declared an interest in agenda item 7.4/8.3 and signed the declaration of interest book.
- 3.2. No written applications for dispensation received.

### **4. Speakers**

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

- 4.1. PCSO Carol Marsh & PCSO Hayley Warne provided an update on local policing in the parish (see full report in appendix B).

ML asked how our area compares with the area they are normally responsible for? Officers confirmed that the area is relatively quiet.

RD asked if more could be done regarding safety of school children exiting the bus on the A480 where children are still not crossing using the lights? Officers agreed to pass on the information to our SNT. It was noted that the Head Teacher has changed at Weobley High School so it may be worth letting him know of the ongoing issues. Clerk to write to the school.

### **5. Public Question Time**

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

None.

### **6. Minutes**

AS proposed to approve and sign the minutes of the Ordinary Parish Council Meeting held on 17<sup>th</sup> July 2024, seconded by SC.

### **7. Matters arising since last meeting:**

- 7.1. TRO Dovecote Lane/Station Road – the informal consultation had been completed and the consultants from AECOM are happy to proceed to the formal statutory consultation stage. Awaiting Herefordshire Council sign off. Clerk to follow up.
- 7.2. A new bench has been installed on Station Road outside the Community Centre. Several other locations were discussed for additional benches. It was agreed that we would look to move the bus stop from outside Field House to the small inset in the wall where the bin and grit bin are on Station Road and look to include a bench here, clerk to follow up with Herefordshire Council. SC suggested to

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write to Citizen Housing to request permission to install a bench at the end of Oak & Elm Road; Clerk to follow up.

- 7.3. The gate for Ecroyd Park Play Area has been delayed due to the supplier sending the contractor the incorrect part; this will be rearranged. Clerk to send some options for bins to councillors to consider, it was agreed that a small bin would be ample and easier for us to empty. Clerk to follow up.
- 7.4. A site meeting has taken place at the War Memorial to agree the final design and get agreement from neighbours as well as the school governors. The governors have since approved the proposed installation of French cobble stones over the whole area between the wall and the tree stump with a gravel border. A revised quote incorporating the reclaimed French Stone has been received from Good & Property Maintenance (GNP) for £5,250.00; £100 cheaper than the previous quote for new slabs with raised beds. A comparable quote to the raised beds option was received at the time from Owen Pell at a cost of £5,496.42 (21/03/2021) when GNP was selected for the work being cheaper at £5,350.00. KE proposed to accept the quote from GNP for the reclaimed French stone as detailed above at a cost of £5,250.00; the proposal was seconded by DP and supported by all (PW abstained having declared an interest being the owner of GNP). It was noted that £3,000 was already set aside for the work and agreed that the clerk would produce a letter that could be used to help raise the remaining funds from local organisations.
- 7.5. A meeting with the senior drainage engineer, Joel Hockenhull (JH) from Balfour Beatty had taken place with ML and the Clerk at the Flood Alleviation Scheme. JH confirmed that an Ecology survey will be done this year, and vegetation clearance work is planned for 2025. He was concerned that as the outfall goes into the River Wye which is a SSSI that there would be significant constraints put on them by Natural England and that they would possibly need to close off the outtake to prevent silt from spilling over the overflow. The work is likely to be completed between June and September 2025. JH also confirmed that the telemetry system was not operational; the Cameras and level monitoring system have been offline for several years therefore it's not possible to monitor the scheme remotely. JH also confirmed that BBLP should be checking that the grill is clear prior to heavy rain.
- 7.6. The UK Government published a consultation on the National Planning Policy Framework and other changes to the planning system on 30th July 2024. This consultation has come from the Ministry of Housing, Communities and Local Government (MHCLG). This means the housing target for Herefordshire has increased from 773 dwellings per annum to 1,375 dwellings per annum. The consultation closes at 11:45pm Tuesday 24 September 2024.
- 7.7. Agree 3 priorities for policing for the next quarter and update the community charter –

**1. Drugs** - Possible drug dealing/use around station road/shops alley to Trenchard area 7pm to 10pm near Garages (Also Anti-Social Behaviour) and Roman Park/Community Centre Entrance

**2. Anti-social Behaviour** — Roman Park – Fri/Sat Night 8pm to 10pm

**3. Speeding** in the following locations:

- Junction of A480 & Station Road where the limit changes from 30mph to 20 mph between 8:30 - 9:15 and 14:45 - 15:30.
- A480 eastbound between “Ye Olde Cottage” and “East Cottage” between 7:30 am - 8:30am plus ad hoc throughout the day.
- Station Road/both directions near the Roman Park/Community Centre at the transition between national speed limit and 30mph.

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- 7.8. An update on the consultation for a local Pharmacy was provided by the clerk. KE confirmed that the parish will not be required to use the new Pharmacy if it went ahead. Statutory consultation will now take place after the appeal period has lapsed.
- 7.9. Councillors are invited to attend the next Parish Summit 19:00 08/10/2024, Herefordshire Council, Plough Lane. There will be refreshments and networking from 17:30.

### **8. Financial Reports – Appendix A**

- 8.1. Confirmation of Bank Balances
- 8.2. Receipts
- 8.3. Invoices for Payment
- 8.4. Comparison of year to date actual spend compared to budget.

DP proposed to approve and accept the finance reports 8.1 – 8.4 with the additional payments detailed in Appendix A. seconded by DF. It was noted that PW would not approve the payments as he has declared an interest therefore AS and ML will authorise the payments on the bank this month.

### **9. Planning (PA, AS)**

Reference	Details	CPC Status	HC Previous Status	HC New Status
P240032/F	Land at 23 Teddar Av - Proposed demolition of playroom and undercover storage area and erection of 3 bedroom dwelling.	Comments Submitted – Mixed	Comments by 25/05/2024	Approved with Conditions
P241730/FH	Proposed single storey kitchen and day room extension with micro garden to rear of 3 Mill Cottages to replace the existing timber and concrete block outbuildings.	Comments Submitted – Support	Comments by 09/08/2024	Approved with Conditions
P241862/FH	6 Halton Way - Proposed two storey extension to rear of dwelling.	NEW	NEW	Comments by 30/08/2024 Extension granted to 19/09/2024

The clerk read out the report received from PA in his absence (Appendix D).  
DF proposed we submit these comments, seconded by KE.

### **10. To receive reports from working groups**

- 10.1. Finance & Asset Management (AS, ML, PW, PB) - No further updates.
- 10.2. Community Hall (SC, AS) – Per Appendix B
- 10.3. Footpaths (PB) – A tree is obstructing the path up to the woods past the church, clerk has reported it to the woodland trust.
- 10.4. Shops/Businesses (DP, KE) – No update
- 10.5. War Memorial (ML) – As per above 7.4
- 10.6. Schools (RD) – No update
- 10.7. Roman Park (DF, ML, SC) – No update
- 10.8. Social Club (PA) – No update
- 10.9. Climate Change (SC, DF, EJ) – No update
- 10.10. Credenhill Community Club (PW) – No meeting has taken place

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**11. Public Question Time**

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

ML requested that the clerk find out when and where the Ward Council Election result will be announced?  
Clerk to follow up and confirm.

**12. Confirmation of the next Meetings, Time, Date & Place.**

The next Ordinary Parish Council meeting will be at 7.30 pm, 16<sup>th</sup> October 2024, at Credenhill Community Hall.  
A summons and notice will be provided nearer the time.

The Chair declared the meeting closed at 20:55.

Councillor Mr Martin Leaton Chair

Signed.....

Date.....

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## Appendix A - Financial Information

Income & Expenditure		Lloyds Current	Lloyds Reserve	Total
<b>31/07/2024</b>	<b>Opening Balance</b>	<b>1,605.58</b>	<b>26,133.81</b>	<b>27,739.39</b>
<b>Receipts</b>				
05/08/2024	RO Stars – Hire of Changing Rooms	50.00		50.00
09/08/2024	Lloyds - Interest Received		30.94	30.94
12/08/2024	Kathy Jagger Pilates – CCN Advertising	185.00		185.00
13/08/2024	Life & Soul Kitchen – Rent	628.00		628.00
	<b>Total Received in Period</b>	<b>863.00</b>	<b>30.94</b>	<b>893.94</b>
<b>Payments</b>				
07/08/2024	Mrs E Jones – Wages August 2024	-357.62		-357.62
07/08/2024	Mrs E Jones – Expenses July 2024	-77.36		-77.36
07/08/2024	Mr L Harper-Smith – Wages July 2024	-907.50		-907.50
07/08/2024	Mr L Harper-Smith – Expenses July 2024	-171.96		-171.96
07/08/2024	Credenhill Community Hall – June/July Meetings	-72.00		-72.00
07/08/2024	Signworx – Backhouse Park Signs, Posts and Fixings	-546.00		-546.00
07/08/2024	PKF Littlejohn LLP – External Audit Fee 2023/24	-378.00		-378.00
07/08/2024	Craig Powell – Maintenance July 2024	-37.90		-37.90
07/08/2024	Marches Grounds Maintenance – 4/7 Grass Cutting	-488.57		-488.57
12/08/2024	NEST – Pension	-77.70		-77.70
13/08/2024	AE Hereford Ltd – Hall Projector 50% Deposit	-2,047.80		-2,047.80
22/08/2024	British Gas - Electricity Changing Rooms	-19.69		-19.69
28/08/2024	Welsh Water – Water Rates Community Centre	-125.00		-125.00
29/08/2024	British Gas - Electricity Changing Rooms	-4.35		-4.35
	<b>Total Spent in Period</b>	<b>-5,311.45</b>	<b>0.00</b>	<b>-5,311.45</b>
<b>Transfers</b>				
	<b>Total Transfers in Period</b>	<b>5,000.00</b>	<b>-5,000.00</b>	<b>0.00</b>
<b>31/08/2024</b>	<b>Closing Balance</b>	<b>2,157.13</b>	<b>21,164.75</b>	<b>23,321.88</b>
<b>Payments to Authorise</b>				
03/09/2024	Valda Energy – Carpark & Changing Rooms Electricity	-59.72		-59.72
03/09/2024	AE Hereford Ltd – Hall Projector 50% Balance	-2,047.80		-2,047.80
03/09/2024	Hillarys Blinds – Blinds for Hall/Magna	-879.00		-879.00
18/09/2024	Mrs E Jones – Wages September 2024	-357.62		-357.62
18/09/2024	Mrs E Jones – Expenses August 2024	-22.96		-22.96
18/09/2024	Mr L Harper-Smith – Wages August 2024	-907.50		-907.50
18/09/2024	Mr L Harper-Smith – Expenses August 2024	-54.32		-54.32
18/09/2024	Craig Powell – Maintenance August 2024	-217.89		-217.89
18/09/2024	Barrington Print – CCN Printing September 2024	-433.00		-433.00
18/09/2024	Marches Grounds Maintenance – 5/7 Grass Cutting	-488.57		-488.57
	Jason Birch t/a Weathershield – Hall Roof Repair*	-450.00		-450.00
	Good N Property Maintenance – War Memorial Materials*	-900.00		-900.00
	Welsh Water – Asset Map for War Memorial*	-13.56		-13.56
	<b>Total Payments to Authorise</b>	<b>-5,468.38</b>	<b>0.00</b>	<b>-5,468.38</b>
<b>Transfers to Authorise</b>				
18/09/2024	Transfer from Reserve to Current Account	3,000.00	-3,000.00	0.00
	<b>Total Transfers to Authorise</b>	<b>3,000.00</b>	<b>-3,000.00</b>	<b>0.00</b>

\* Items added during the meeting as received after the agenda was sent and within budget or previous agreed.

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ASSETS	Cash & Bank				Balance
	Lloyds – Current Account (after payments)				- 311.25
	Lloyds – Reserve Account (after transfers)				18,164.75
	Petty Cash				0.00
	<b>Total Cash &amp; Bank</b>				<b>17,853.50</b>
	<b>Debtors</b>	<b>No Due</b>	<b>Overdue</b>		<b>Total</b>
	The Life & Soul Kitchen Ltd – Rent	628.00	5.00		633.00
	RO-Stars Hereford – Roman Park Hire Fees	50.00	100.00		150.00
	Kathy Jagger – Pilates CCN Advert	185.00			185.00
	MF Freeman – CCN Advert	35.00			35.00
	Pave Drive Ltd – CCN Advert	300.00			300.00
	<b>Total Debtors</b>	<b>1,198.00</b>	<b>105.00</b>		<b>1,363.00</b>
	<b>Other Debtors</b>				
	<b>Total Other Debtors</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>
	<b>TOTAL ASSETS</b>				<b>19,216.50</b>
LIABILITIES	Creditors	Not Due	Overdue		
	<b>Total Trade Creditors</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>
	<b>Other Liabilities</b>				
	HMRC - PAYE Owing (DD)	120.78			120.78
	NEST Pension Payments Owing (DD)	77.70			77.70
	Youth Club Funds	745.26			745.26
	VAT at 20% to be reclaimed from HMRC	-4,889.68			-4,889.68
	VAT at 5% to be reclaimed from HMRC	-11.75			-11.75
	<b>Total Other Liabilities</b>	<b>-3,957.69</b>	<b>0.00</b>		<b>-3,957.69</b>
	<b>TOTAL LIABILITIES</b>				<b>-3,957.69</b>
	<b>TOTAL</b>				<b>23,174.19</b>





## Appendix B – Police Report

Parish Council Meeting Update

Date: 18th September 2024

Local Incidents:

- \* On 14th August, a resident on Hendon Drive, Credenhill, reported an issue over a shared parking area.
- \* During a Section 32 PACE search at a property on Hendon Drive (unrelated to the parking issue) officers discovered a black metal keylock safe. Upon opening the safe, they found a large quantity of white powder, suspected to be cocaine, along with deal bags and digital scales. The individuals involved have been released on bail while the investigation continues. Residents are encouraged to report any suspicious activity to the police.
- \* On 30th July, a report was received from Elm Road, Credenhill, regarding someone smoking cannabis at a property. Resident was spoken to, and the situation is being monitored.
- \* On 24th July, an assault was reported in Ecroyd Park, Credenhill, following a dispute between neighbours over dog fouling. One individual was allegedly punched in the face, and both parties have been spoken to. Mediation was arranged to resolve the matter.
- \* Also on 24th July, a two-vehicle road traffic collision (RTC) occurred on The Chestnuts, A480. Fortunately, there were no injuries, and details were exchanged at the scene. The road was briefly obstructed but cleared.
- \* A significant fire occurred on 12th July on Heritage Drive, Credenhill. A caravan fire spread to three houses, requiring multiple fire pumps and police assistance for traffic management. No casualties were reported.
- \* On 27th June, an assault was reported on Roman Way, Stretton Sugwas, involving a domestic dispute between an individual and their ex-partner.
- \* On 17th June, a concern for safety was raised on the A480. A male in distress was found walking in the middle of the road. Police managed to get him out of harm's way and provided support, noting he was having a difficult night.
- \* On 14th June, a public order offence was reported in Glebe Close, Credenhill, following a street altercation involving shouting and disturbance. Although no individuals were present when authorities arrived, the situation is being treated as a public order offence.
- \* On 12th June, a serious concern for safety was raised with a male in Credenhill woods. The individual is receiving support from other agencies.

Neighbourhood Matters:

- \* We are continuing to promote Neighbourhood Matters. It is highly recommended that residents sign up to receive updates on local issues and stay informed about community safety.

Community Charter:

- \* A reminder that submissions for the Community Charter are due by 30th September. Parishioners are encouraged to submit their local policing priorities to ensure that police resources focus on the most relevant community concerns.



## Appendix C – Hall Report

- Booking - Although L&S have picked up most of the children's party bookings across the summer probably because of the open space they have access to, Betty is hopeful that the Hall will pick up the bookings for the winter birthdays as Hall can provide more space for children to play than in the cafe area.
- David will finalise the accounts for this year when he receives the refund from SSE. He has no idea of how much or when but at least it has been promised so some progress made.
- Veterans Band has settled in well and booked a Christmas party at the hall.
- Christmas Fayre is booked for Sat 23<sup>rd</sup> November 2024 and already 12 tables booked.
- This is a bit of a strange one and Betty will look into to make sure it is valid. She has had an enquiry about booking the Hall for the Romanian election. It would be quite lucrative as I think Betty said it would be over three dates and for the afternoon and all evening. But she will check it all out to make sure it is legal and valid and safe! There are Presidential elections coming up in November.
- Now the Hall have the projector and screen up and running, we discussed about the feasibility of applying to Flicks in the Sticks. Of course, a couple of licences would have to be bought but could be a good income stream. But further research and discussion required!

## Appendix D– Planning Working Group Report from Cllr P Beechey

Planning Consultation - 241862 - 6 Halton Way, Credenhill, Hereford, Herefordshire HR4 7EB

The proposed extension is similar to that of its neighbouring properties and doesn't appear that it would be out of character or will deprive any neighbours of their outlook, views or natural light. Please note that access to view the rear of the property from the roadside is very limited.

The property does have a tarmac surfaced area for offroad parking and space for 2 vehicles which I presume is for the sole use of the property, as does number 8 and number 6 (neighbouring properties) so I believe they may already comply with that aspect of the planning requirements.

Only concern is during construction, the road width is narrow, and they do not have easily accessible spare land adjacent to the property in which to store building supplies and/or contractor vehicles.

In my opinion, it's likely they would have to utilise council land grass area or public highway to accommodate contractor vehicles and materials during the building process so suggest we recommend that this is taken into consideration by the planning authority, and they impose conditions to avoid damaging the grass area or obstructing the highway/footpath.

With the concerns addressed the Parish Council to support this application.