

CREDENHILL PARISH COUNCIL



Councillors, You are summoned to the Annual Meeting of the Parish Council followed by an Ordinary Parish Council Meeting to be held at Credenhill Community Hall, Station Road, Credenhill, HR4 7EY. on **Wednesday 21st May 2025** - Meeting to commence at **19:00**
Members of the Public and Press are welcome.

Mr Lee Harper-Smith
Parish Clerk
16th May 2025

ANNUAL MEETING OF THE PARISH COUNCIL AGENDA

1. Apologies for Absence

2. Minutes

To approve the minutes of the Annual Meeting of the Parish Council held on 15th May 2024

3. Chair

- 3.1. Receive report from Chair for 2024/25
- 3.2. Election of Chair for 2025/26
- 3.3. Declaration of acceptance of office of Chair

4. Vice Chair

- 4.1. Election of Vice Chair for 2025/26
- 4.2. Declaration of acceptance of office of Vice Chairperson

5. To review and adopt Policies and Procedures:

- 5.1. Standing Orders
- 5.2. Finance Regulations
- 5.3. Code of Conduct
- 5.4. Information Policy
- 5.5. Approve Risk Assessment schedule

6. Finances:

- 6.1. To receive and adopt the Accounts for the Financial Year ended 31st March 2025.
- 6.2. Approve Section 1 – The Annual Governance Statement.
- 6.3. Approve Section 2 – The Accounting Statements.
- 6.4. To confirm Bank Signatories and agree future Banking Arrangements.
- 6.5. To appoint Internal Auditor.
- 6.6. To agree Insurance Provision from 1st June 2025.
- 6.7. To approve Land and Assets Register.

7. Agree Parish Working Groups

8. Agree meeting dates for the coming year.

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ORDINARY PARISH COUNCIL MEETING AGENDA

1. **Councillor Resignation** - To receive and accept the resignation of Deanna Pennington.
2. **Apologies for Absence** - To receive and accept apologies for absence.
3. **Declarations of Interest & Dispensations**
 - 3.1. To receive any declarations of interest in agenda items from Councillors.
 - 3.2. To consider any written applications for dispensation
4. **Speakers**

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

 - 4.1. Update from Ward Councillor Charlotte Taylor.
5. **Public Question Time**

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

To approve and sign the minutes of the Ordinary Parish Council Meeting held on 16th April 2025.
7. **Matters arising since last meeting:**
 - 7.1. Pharmacy Appeal Update
 - 7.2. Credenhill Drainage Update
 - 7.3. S106 Contributions from P190089 – Land at Orchard House
 - 7.4. RBLI Unknown Tommy Statue update
8. **Financial Reports – Appendix A**
 - 8.1. Confirmation of Bank Balances
 - 8.2. Receipts
 - 8.3. Invoices for Payment
9. **Planning (PA, AS)**

Reference	Details	CPC Status	HC Previous Status	HC New Status
P242989/F	Lower House Station Road - Proposed demolition of existing farmhouse and barns, with the construction of four residential dwellings (C3), including one self-build unit, along with detached garages, associated infrastructure and landscaping.	Comments Submitted – Support	Determine by 05/02/2025	Re-consultation Comments by 30/05/2025
P251035/PAK	16 Meadow Drive - Prior notification for the change of first floor commercial building to dwelling.	NEW	NEW	Comments by 05/06/2025
P251335/PA4	Notification for prior approval for a proposed change of use of an existing steel portal frame agricultural building to a larger dwelling (Class C3) and for associated operational development.	NEW	NEW	Comments by 02/06/2025

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10. To receive reports from working groups

- 10.1. Finance & Asset Management (AS, ML, PW, PB)
- 10.2. Community Hall (SC, AS)
- 10.3. Footpaths (SC, DF)
- 10.4. Shops/Businesses (DP, KE)
- 10.5. War Memorial (ML)
- 10.6. Schools (RD)
- 10.7. Roman Park (DF, ML, SC)
- 10.8. Social Club (PA)
- 10.9. Climate Change (SC, DF, EJ)
- 10.10. Credenhill Community Club (PW)

11. To receive reports from sub-committee

- 11.1. To received update from the 2020 Flood report Investigation sub-committee (PA, KE, AS, DF)

12. Public Question Time

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

13. Confirmation of the next Meetings, Time, Date & Place.

The next ordinary Parish Council meeting will be at 7.30 pm, 18th June 2025, at Credenhill Community Hall. A summons and notice will be provided nearer the time.