

# CREDENHILL PARISH COUNCIL



## MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD AT CREDENHILL COMMUNITY HALL ON 20<sup>th</sup> MAY 2026

### **PRESENT:**

Councillor Mr Paul Beechey Chair (PA), Councillor Mr Paul Burrige (PB), Councillor Mr Martin Leaton (ML), Councillor Mrs Sandra Cheasley (SC), Councillor Mr Andrew Slater (AS), Councillor Mrs Kelly Edwards (KE), Councillor Mr Paul Warrington (PW), Councillor Mr Chris Lewis (CL), Councillor Mr Dan Fellows (DF), Councillor Mrs Dot Pullen BEM (DP), Councillor Miss Consuelo Abel (CA).

Ward Councillor Mrs. Charlotte Taylor (CT)  
Parish Council Clerk/RFO – Mr. Lee Harper-Smith (Clerk)

45 Members of the Press /Public present.

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

1. **Councillor Resignation** - PA received and accepted the resignation of Paul Nicholas.
2. **Apologies for Absence** - To receive and accept apologies for absence.

All present

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

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

### 4. **Speakers**

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

- 4.1. Update from Ward Councillor Charlotte Taylor.

### **Flood Alleviation Scheme**

- The monitoring cameras are now working; looking to get public access.
- Survey Commissioned through a company called Binnies.
- Looking to get the pond cleared in September

### **Meeting with PCSO Rachael Mahoney**

- Relatively quiet in the parish.
- Completed a greet and meet at the shops with her.

### **Bus Infrastructure**

- Bus Shelter opposite Jellicoe Way coming soon. CL has requested a crossing and to make the bus shelter slightly further back to make it safer.
- Looking for a bus stop near to the Oakfield view – can use section 106 from the development.

CT gave an overview of Section 106 throughout Herefordshire for 2025-26 plus details of the backlog. CT confirmed that the double yellow lines for Dovecote Lane have been ordered with the contractor, waiting for date.

BBLP has now been replaced by M Group; approx. 60 staff have been transferred under TUPE to Herefordshire Council – including locality steward & subject matter experts. All data from existing systems has been retained.

Still no progress with Connexus regarding the fencing between private farmland and Tedder Avenue.



- 4.2. Preapplication presentation of proposed housing development of up to 250 dwellings, including 88 affordable homes for local people, sustainable drainage, landscaping and biodiversity enhancements on land north of Granary Cottages Credehill – Mr James Spreckley MRICS (JS)

JS presented the outline proposal for up to 250 dwellings on land north of Granary Cottages having completed a number of technical surveys and preliminary work to identify a suitable site for housing in the Parish. The new housing target for Credehill is expected to be approximately 300 by 2046 based on the new housing targets set by government.

The purpose of this presentation is to receive preapplication feedback from residents on the initial plans prior to a formal planning submission to Herefordshire Council. The plans (Appendix C) show an indicative housing scheme with attenuation ponds and onsite drainage to capture existing surface water flows, manage them in site and attenuate the flow into a ditching system that enters the Yazor Brook near to Stretton Court.

There will be approximately 88 affordable homes for local people and a biodiversity net gain within the site. A traffic survey has been completed on the A480 to assess and design the new access which will be designed to meet the required highways standards. Welsh Water have been contacted and have confirmed that capacity exists in the existing sewer system.

JS opened to the members of the public for questions; the following items were raised by those present:

- Concerns about existing traffic issues on the A480 at the proposed entrance to the new housing development – JS confirmed that surveys have been completed and Herefordshire Highways were satisfied with the junction location at the pre-application stage.
- Concerns about surface water flooding to properties downstream of the development; other developments in the county have caused and been flooded due to poor design – why would this be any different? – JS confirmed that technical work had been completed to design a scheme that improved the drainage on and downstream of the site.
- Loss of farmland – this land is used to grow food and should not be turned into housing when there are lots of brown field sites in Herefordshire. JS confirmed that the pre-application advice from Herefordshire Council has confirmed that the site is suitable.
- Neighbours to the site do not want it however there should be bigger buffer zones where neighbours exist. JS accepted that this scheme would affect adjacent neighbours however the location had the smallest amount of impact to people in the parish.
- Overdevelopment – The adjacent estate (Jellicoe Way/St Davids) has 105 houses and is of a similar size; 250 in such a small area is unsustainable. Could a phased approach until 2046 be used if it does ahead, rather than all in one go? JS confirmed that the housing density is similar to modern day standards, up to 250 is indicative and the final number will be decided at the detail stage.
- Footpath access – there is already an issue with the footpath flooding this will make it worse. JS confirmed that the PROW is passable.
- There is a lack of local amenities, school places and public transport – these need to be improved first before the development. JS confirmed that the Section 106 agreement would address these matters, there is a standard formula used by Herefordshire Council for this and the applicant will follow the planning policy in place.
- Location – there are other sites closer to the centre of Credehill why this location? JS confirmed that the pre-application advice from Herefordshire Council has confirmed that the site is suitable and it has the least amount of impact on the Parish.

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The following questions were handed to JS and the Parish Council by a member of the public in relation to the Hill Fort which is a scheduled monument (100526):

1. Have Historic England or the council archaeologist been asked about impact on the hillfort, and will their advice be shared before submission?
2. What evidence is there about increased pressure on the hillfort from more people, such as walking, cycling, erosion? How will its heritage be protected?
3. When will the hillfort's 'setting' be defined, and will that be agreed before impact reports are finished?
4. What guidance is being used to define the hillfort's setting and is this based on Historic England's official guidance?
5. Is there written evidence of Historic England being consulted already?
6. What reports show how the impact on the hillfort's landscape setting, views, and overall experience has been assessed?

JS confirmed that Historic England or Herefordshire Council's archaeologist had not been consulted at this stage however they are statutory consultees at the formal application stage. JS believed that the technical reports had taken into account the hillfort but did not have the details with him and would check with the planning consultants to provide full answers to the questions raised. JS was unable to provide any further details at this stage.

The chairman confirmed that this is part of an informal consultation process and does not form part of the formal consultation which will start then Herefordshire Council receives and advertises the planning application. The Parish Council will then assess the technical submission and make comment at this point; we encourage members of the community to do the same. Comments received/made outside of the formal consultation process will not be considered.

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

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

Andrew Round (AR) asked if there was any update in the Community Speed Watch scheme that he had volunteered for. Clerk noted that we had not received the required 6 volunteers to run it in the Parish however we had looked at a joint parish scheme with Stretton Sugwas & Breinton Parishes. Clerk to pass on contact details.

Potholes on Station Road are becoming a major issue; all need logging. CT to raise with locality steward.

FAS; when the scheme was introduced a monitoring scheme when setup and the pond/brook were meant to be cleared twice per year. Why has this not been done already?

Raised concerns about the condition of the churchyard despite the Parish Council donating £800 for Churchyard maintenance. Clerk to follow up.

### **6. Minutes**

DF proposed to approve and sign the minutes of the Ordinary Parish Council Meeting held on 15<sup>th</sup> April 2026, seconded by PW.

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

- 7.1. DF proposed that the S106 Contributions from P190089 (Oakfield View) of £45,360.16 received for Sports Facility Improvements at Roman Park be invested in an Enclosed MUGA (Multi Use Games Area) on the old Tennis Courts surface, seconded by PW, all in favour. Clerk to engage with Herefordshire Council to deliver the scheme ASAP.
- 7.2. Correspondence received from Revd Mark Johnson Chair of Governors in response to our request for better engagement between the school and parish council. ML to follow up.
- 7.3. SC proposed to approve the request to use the Roman Park & changing rooms for Mini Athletics on 27<sup>th</sup> June & 18<sup>th</sup> July, seconded by PB. Clerk to liaise.
- 7.4. ML met with the trustees of the Life & Soul Kitchen to discuss ongoing issues with people accessing the Café Grounds out of hours. It was agreed to erect a fence between the Café and Hall, as per the

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lease agreement. Clerk to arrange quotes from contractors for consideration at a future meeting. PB requested we note the fire exit route from the Hall during implementation.

### 8. Financial Reports – Appendix A

- 8.1. Confirmation of Bank Balances
- 8.2. Receipts
- 8.3. Invoices for Payment

DF proposed to approve the financial reports and make the payments, seconded by ML.

### 9. Planning (PA, AS)

Reference	Details	CPC Status	HC Previous Status	HC New Status
P251908/F	Land at Town Well - Proposed conversion of stable outbuilding into a residential dwelling. Works include a two-storey extension, single storey extension, balcony and balustrade. Internal works including insulation. Proposed carport to include removal of wall.	Comments Submitted – Object	Comments by 23/04/2026	Determine by 08/05/2026
P251909/L	Land at Town Well – Listed building consent for application P251908/F	Comments Submitted – Object	Comments by 23/04/2026	Determine by 08/05/2026
P252968/X A2	Lower House – Discharge of conditions 10, 17 and Biodiversity Net Gain Plan attached to planning permission 242989	No Comments required	Determine by 09/12/2025	Ongoing Drainage
P260689/F H	3 Meadow Drive - Replacement extension	Comments Submitted – Support	Determine by 30/04/2026	Determine by 25/05/2026
P260978/F	The Hollies, Crowmoor Lane - The reuse of a redundant rural building for two, 2-bed holiday lets (retrospective).	Comments Submitted – More Information Required	Comments by 13/05/2026	Determine by 26/05/2026
P260467/F H	67 Ecroyd Park - Conversion of existing garage, construction of a rear extension which will include the replacement of the current conservatory to form additional living areas.	NEW	NEW	Comments by 22/05/2026

**Application: P260467** – PB proposed to submit the following comments having fully reviewed the application:

Credenhill Parish Council supports this application provided that standard planning conditions are applied to ensure compliance with the Herefordshire Local Plan Core Strategy and the NPPF.

In particular, the Parish Council requests that the following matters are secured by condition:

Parking (Policy MT1): Adequate off-street parking must be retained or provided to compensate for the loss of the garage, to avoid increased on street parking pressure in Ecroyd Park.

Design and Materials (Policy SD1): External materials should match or complement the existing dwelling to maintain local character.

Drainage and Flood Risk (Policy SD3): All recommendations in the submitted flood risk information should be implemented, with sustainable drainage measures used where feasible.

Residential Amenity: Construction hours and methods should minimise disturbance to neighbours, and the extension should not result in unacceptable overlooking or loss of light.

Subject to these conditions, the Parish Council has no objection to the proposed development.

Seconded by DF, supported unanimously.

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

- 10.1. Finance & Asset Management (AS, ML, PW, PA) – The annual return and accounting records for the year will be passed on the internal Auditor for review, following this the annual return will go to external audit.
- 10.2. Community Hall (SC, AS) – Appendix B
- 10.3. Footpaths (SC, DF) - No reports
- 10.4. Shops/Businesses (DP, KE) – No reports
- 10.5. War Memorial (ML, CL) – No reports
- 10.6. Schools (CA) – CA is newly appointed to the schools working group, clerk to contact school for introduction meeting.
- 10.7. Roman Park (DF, ML, SC) – Dogs have been seen in the Roman Park on multiple occasions despite the signage and dog exclusion order. Clerk has approached several individuals, some have been abusive and others plead ignorance. Clerk has identified an individual and will pass onto Herefordshire Council for enforcement action as requested by the Parish Council. It was noted that the sign is very old and has a lot of information on it, a simpler modern sign may have a better impact, clerk to arrange quote/design. SC requested a meeting with the grounds maintenance contractor to discuss a wild meadow area, clerk to arrange.
- 10.8. Social Club (PA) – The AGM took place in May, new chair and a few changes to committee. Monthly food popup van is being well received by residents. Next big event is Party Under the Bridge on 27<sup>th</sup> June.
- 10.9. Climate Change (SC, DF, EJ) – No update.
- 10.10. Credenhill Community Club (PW) - 4 New members this month; currently working on the new toilet with monies received from Parish Council.

## **11. Public Question Time**

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

SC mentioned that we do not have a Life and Soul Kitchen working group. Clerk to add to next month's agenda.

SC mentioned ongoing issues with brambles growing into the gardens at Waterside from the FAS. CT to follow up.

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

The next ordinary Parish Council meeting will be at 7.30 pm, 17<sup>th</sup> June 2026, at Credenhill Community Hall. A summons and notice will be provided nearer the time.

The Chair declared the meeting closed at 21:19.

Councillor Mr Paul Beechey Chair

Signed.....

Date.....

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## Appendix A - Financial Information

Income & Expenditure		Lloyds Current	Lloyds Reserve	Total
<b>31/03/2026</b>	<b>Closing Balance</b>	<b>4,273.74</b>	<b>35,793.79</b>	<b>40,067.53</b>
<b>Receipts</b>				
07/04/2026	The Life & Soul Kitchen – Rent	680.00		680.00
07/04/2026	Credehill Social & Sports Club – Water Recharge	437.04		437.04
09/04/2026	Lloyds Bank – Interest		15.23	15.23
10/04/2026	HMRC - VAT Reclaim	2,810.36		2,810.36
13/04/2026	Tolley Holdings - CCN Advertising	60.00		60.00
14/04/2026	Wasp Guys - CCN Advertising	105.00		105.00
16/04/2026	RO Stars - Roman Park Hire	50.00		50.00
21/04/2026	Herefordshire Council – Precept	24,311.00		24,311.00
	<b>Total Received in Period</b>	<b>28,453.40</b>	<b>15.23</b>	<b>28,468.63</b>
<b>Payments</b>				
01/04/2026	Herefordshire Council – Trade Waste/Recycling	-192.14		-192.14
10/04/2026	NEST - Pension Payment	-83.25		-83.25
14/04/2026	Welsh Water – Community Centre	-538.23		-538.23
15/04/2026	Mrs E Jones – Wages April 2026	-397.63		-397.63
15/04/2026	Mr L Harper-Smith – Wages March 2026	-975.54		-975.54
15/04/2026	Mr L Harper-Smith – Expenses March 2026	-39.84		-39.84
15/04/2026	C Powell - Parish Maintenance March 2026	-100.00		-100.00
15/04/2026	OTM Grounds – Tree Survey & 4 x Tree Maintenance	-2,496.00		-2,496.00
15/04/2026	Signworx – CCN Printing April 2026 Edition	-470.00		-470.00
15/04/2026	JHA Price & Sons – Fencing Materials	-806.40		-806.40
15/04/2026	Good n Property Maintenance - Resource Centre Fence	-300.00		-300.00
20/04/2026	Lloyds Bank - Bank Fees	-4.25		-4.25
23/04/2026	HMRC – PAYE	-309.81		-309.81
27/04/2026	Valda Energy - Electricity Carpark/Changing Rooms	-64.36		-64.36
	<b>Total Spent in Period</b>	<b>-6,477.45</b>		<b>-6,477.45</b>
<b>Transfers</b>		<b>Total Transfers in Period</b>	<b>-18,500.00</b>	<b>18,500.00</b>
				<b>0.00</b>
<b>30/04/2026</b>	<b>Closing Balance</b>	<b>7,449.69</b>	<b>54,309.02</b>	<b>61,758.71</b>
<b>Payments to Authorise</b>				
20/05/2026	Mrs E Jones – Wages May 2026	-397.43		-397.43
20/05/2026	Mrs E Jones – Expenses April 2026	-11.34		-11.34
20/05/2026	Mr L Harper-Smith – Wages April 2026	-1,012.80		-1,012.80
20/05/2026	Mr L Harper-Smith – Expenses April 2026	-54.94		-54.94
20/05/2026	C Powell - Parish Maintenance April 2026	-40.00		-40.00
20/05/2026	Credehill Community Hall – April Room Hire	-44.00		-44.00
20/05/2026	Signworx – CCN Printing May 2026 Edition	-470.00		-470.00
	<b>Total Payments to Authorise</b>	<b>-2,030.51</b>	<b>0.00</b>	<b>-2,030.51</b>
<b>Transfers to Authorise</b>				
		0.00	0.00	0.00
	<b>Total Transfers to Authorise</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

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## ASSETS

<b>Cash &amp; Bank</b>				<b>Balance</b>
Lloyds – Current Account (after payments)				5,419.18
Lloyds – Reserve Account (after transfers)				54,327.21
Petty Cash				0.00
<b>Total Cash &amp; Bank</b>				<b>59,746.39</b>
<b>Debtors</b>	<b>No Due</b>	<b>Overdue</b>		<b>Total</b>
The Life & Soul Kitchen Ltd – Rent/Water Recharge	680.00	192.44		872.44
Credenhill Community Hall – Water Recharge		138.75		138.75
RO-Stars Hereford – Roman Park Hire Fees	50.00			50.00
Mandys Mobile Hairdresser– CCN Advertising	60.00			60.00
<b>Total Debtors</b>	<b>790.00</b>	<b>331.19</b>		<b>1,121.19</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>60,867.58</b>

## LIABILITIES

<b>Creditors</b>				<b>Total</b>
<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)	208.51			208.51
NEST Pension Payments Owing (DD)	86.85			86.85
Youth Club Funds	771.13			771.13
VAT at 20% to be reclaimed from HMRC	-192.39			-192.39
VAT at 5% to be reclaimed from HMRC	-6.66			-6.66
<b>Total Other Liabilities</b>	<b>867.44</b>	<b>0.00</b>		<b>867.44</b>
<b>TOTAL LIABILITIES</b>				<b>867.44</b>
<b>TOTAL</b>				<b>60,000.14</b>



**Appendix B – Hall Report**

1. Lee - Betty says she is struggling to access the Hall website. Please could you contact her to see if you can help. Thanks.
2. Hall Curtains - Betty has meet with the contractor who supplied the quote in the Autumn, he says that there is no change in the quoted cost. So hopefully when Betty supplies the info you require it can be authorised by PC. But meanwhile the groups are complaining they are becoming unusable, one set has completely fallen off, so Betty has given the contractor the go ahead anyway and the Hall will cover the cost until grant funding is given.
3. Guttering works - Betty asked if there was any progress on organising the work over the summer period.
4. David has sent over accounts over to Betty on an adhoc basis and she advised the balance of the Hall account at present is about £5k.
5. I have had no reply from David about the EICR insurance cover whether it is required for three or five years. The Hall is presently covered for five until June 2028 but will need doing if it three. Not sure of the date of insurance renewal but it will be sorted then I imagine.
6. I have had no reply from David as to whether he has any luck obtaining the MCS certificate for the contractor who carried out the solar installation. This would enable him to organise selling any surplus back to the grid. Betty has switched off the heating for the summer and informed the groups.
7. Betty advises that bookings are looking good, new children athletics group on a Saturday morning and Troy has booked some weekend days for various martial arts activities through to the autumn. Also party bookings have been received.
8. Betty is trying to increase the Hall Committee from members of each group to attend these meeting without much success at the moment. Only Deanna from the Nutty Knitters is a regular. I suggested she either sends the minutes to each leader of group or a monthly update to get them feeling more involved.
9. The Magna group has cancelled its show in May. I have taken the banner down from top of village.

**Appendix C – Proposed development on land north of Granary Cottages Credenhill**

