CREDENHILL PARISH COUNCIL

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD AT CREDENHILL COMMUNITY HALL ON 21st OCTOBER 2026

PRESENT:
Councillor Mr Paul Beechey Chair (PA), Councillor Mr Paul Burridge Vice Chair (PB), Councillor Mrs Sandra Cheasley (SC), Councillor Mrs Dot Pullen BEM (DP), Councillor Miss Consuelo Abel (CA), Councillor Mr Paul Warrington (PW), Councillor Mr Andrew Slater (AS), Councillor Mr Dan Fellows (DF), Councillor Mr Martin Leaton (ML).

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

3 Members 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 Mrs Kelly Edwards (KE), Councillor Mr Chris Lewis (CL), Ward Councillor Mrs. Charlotte Taylor (CT).

2. The resignation of Councillor Chris Lewis received and accepted by the chair.

3. Declarations of Interest & Dispensations

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

4. Public Question Time
Opportunity for members of the public to raise issues or ask the Parish Council questions.
None

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

5.1. Update from Ward Councillor Charlotte Taylor – Apologies received.

6. Minutes
DF proposed to approve and sign the minutes of the Ordinary Parish Council Meeting held on 16th September 2026, seconded by DP.

7. Matters arising since last meeting:
7.1. TRO Dovecote Lane – Double Yellow Lines – CT still chasing and no update received, clerk to follow up using the charter.
7.2. The submissions for Roman Park Tender - Early Years Play Area (0–5 Years) were considered, design 3 had received the most votes on a recent Facebook consultation (Appendix C). PB proposed to accept the tender received from Kompan, Design 3, seconded by PW, all in favour. Clerk to organise.
7.3. The clerk provided an update on the Roman park tender for a Multi-Use Games Arena. Herefordshire Council have agreed to go ahead with a submission from Priestwood Vision Ltd. The contract has been issued, awaiting delivery date.
7.4. The Hydrological survey of Credenhill Parish field work has been completed; report to be received by the next meeting.
7.5. Governments £2 Bus Fare Cap from January 2027 – Sergeants have signed up to the scheme. Passengers will need to pay per journey; this will see savings for a lot of routes from Credenhill including the Hereford town centre buses. Noted that the Weobley school bus is currently less than £2 per journey.
7.6. The Free Climate Resilient Trees for Your Community scheme launched by Herefordshire Council was discussed. The Parish can order up to 5 trees for free, this included the necessary stakes/mats/surrounds. ML to consult with the Roman Park working group to agree which species and locations.

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7.7. PB gave feedback from Parish Council Summit:

- All Balfour Beatty data has been transferred to M Group, there is a plan to make some of the data freely available to Parish Clerks and Ward Councillors.
- Update on section 106 was provided; the current balance is £12m main delays are in highways.
- Update provided on the new National Planning Policy Framework
- Update was received on the Charter

Slides have been circulated to parish councillors.

8. Financial Reports – Appendix A

8.1. Confirmation of Bank Balances
8.2. Receipts
8.3. Invoices for Payment
8.4. Comparison of YTD Actual Spend to Budget

ML proposed to agree and authorise the financial reports, seconded by AS.

9. Planning (PA, AS)

Reference	Details	CPC Status	HC Previous Status	HC New Status
P252968/XA2	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	Approved
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	Determine by 26/05/2026	Ongoing Ecology
P262019/O	Land to the north of Granary Cottage - application with all matters reserved, save access, for a development of up to 250 residential dwellings (Use Class C3).	Comments Submitted – More Information Required	Comments by 27/08/2026	Determine by 22/11/2026
P262023/FH	104 Ecroyd Park – Extension	Comments Submitted – Neutral	Comments by 29/09/2026	Determine by 07/10/2026
P262508/FH	24 Meadow Drive - Variation - addition of pitched roof to porch.	Comments Submitted – No Objection	Comments by 13/10/2026	Determine by 21/10/2026
P262434/A	18-20 Meadow Drive - Installation of 4x Fascia Sign. 1x Projecting Sign, 5X Vinyl	Comments Submitted – Support	Comments by 05/10/2026	Determine by 04/11/2026
P262765/F	Land at 10 Trenchard Avenue - Dwellinghouse (Use Class C3) and associated works.	NEW	NEW	Comments by 05/11/2026

P262019/O noted that a letter from the Ministry of Housing & Local Government had been received, we are unsure what the implications of this are at present: https://myaccount.herefordshire.gov.uk/documents?id=f8b7bf66-c3e3-11f1-90a5-005056ab11cd

The parish council delegated the power to comment on planning application P262765/F to PA as the comments date is prior to the next parish council meeting.

10. To receive reports from working groups

10.1. Finance & Asset Management (AS, ML, PW, PA) – A draft budget is to be produced and a finance working group meeting to be arranged to review it. Clerk to follow up.

10.2. Community Hall (SC, AS) – See Appendix B
10.3. Footpaths (SC, DF) – The steps in the woods remain damaged, noted that this has been reported to the woodland Trust.
10.4. Shops/Businesses (DP, KE) – Tesco Express will be re-opening on 29th October. The Notice Board has been blocked by the clothes recycling bin – clerk to follow up.
10.5. War Memorial (ML, PW) – ML confirmed that the clerk has ordered the wreath. Clerk agreed to obtain the bunting off CL. ML & Emma will deal with the weeds and bushes.
10.6. Schools (CA) – Still trying to get a meeting, with CT to organise.
10.7. Roman Park (DF, ML, SC) – Clerk to follow up getting the Hedges trimmed. ML requested that we get the gate repaired.
10.8. Social Club (LHS) – Events remain popular including the new darts tournament. Finances are stable.
10.9. Climate Change (SC, DF, EJ) – No update
10.10. Credenhill Community Club (PW) – Toilet is installed and working.
10.11. Resource Centre/Life & Soul Kitchen (PA/ML/SC/CT) – Clerk to write to them about the requested changes to the lease. Solicitor is currently on leave.

11. Public Question Time

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

Member of public asked if the Hydrological survey be ready in time for the planning application? Not for the current outline deadline.

Member of public asked: Do we know if/when the decision will be made on the 250? Currently no update, was hoping CT would provide one but is absent. Will follow up for the next meeting.

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

The next ordinary Parish Council meeting will be at 7.30 pm, 18th November 2026, at Credenhill Community Hall. A summons and notice will be provided nearer the time.

The Chair declared the meeting closed at 20:57.

Councillor Mr Paul Beechey Chair

Signed……

Date……

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CREDENHILL PARISH COUNCIL

Appendix A - Financial Information

Income & Expenditure		Lloyds Current	Lloyds Reserve	Total
31/08/2026	**Closing Balance**	**2,756.26**	**32,887.50**	**35,643.76**
Receipts				
09/09/2026	Lloyds Bank – Interest		14.45	14.45
07/09/2026	The Life & Soul Kitchen – Rent	680.00		680.00
28/09/2026	Herefordshire Council – Precept 2 of 2	24,311.00		24,311.00
	Total Received in Period	**24,991.00**	**14.45**	**25,005.45**
Payments				
11/09/2026	NEST - Pension Payment	-74.83		-74.83
16/09/2026	PKF Littlejohn LLP- External Audit 2025/26	-378.00		-378.00
16/09/2026	Mrs E Jones – Wages Sept 2026	-397.43		-397.43
16/09/2026	Mrs E Jones – Expenses Aug 2026	-8.04		-8.04
16/09/2026	Mr L Harper-Smith – Wages Aug 2026	-1,012.60		-1,012.60
16/09/2026	Mr L Harper-Smith – Expenses Aug 2026	-56.55		-56.55
16/09/2026	C Powell - Parish Maintenance Aug 2026	-41.52		-41.52
16/09/2026	Signworx – Newsletter Printing Sept 2026	-430.00		-430.00
16/09/2026	OTM Groundscare Ltd – Grass Cutting 5/7	-792.90		-792.90
21/09/2026	Lloyds Bank - Bank Fees	-4.25		-4.25
28/09/2026	Valda Energy - Electricity Carpark/Changing Rooms	-69.61		-69.61
	Total Spent in Period	**-3,265.73**	**0.00**	**-3,265.73**
Transfers	**Total Transfers in Period**	**2,000.00**	**-2,000.00**	**0.00**
30/09/2026	**Closing Balance**	**26,481.53**	**30,901.95**	**57,383.48**
Payments to Authorise				
21/10/2026	Mrs E Jones – Wages Oct 2026	-397.63		-397.63
21/10/2026	Mrs E Jones – Expenses Sept 2026	-76.79		-76.79
21/10/2026	Mr L Harper-Smith – Wages Sept 2026	-1,012.60		-1,012.60
21/10/2026	Mr L Harper-Smith – Expenses Sept 2026	-79.35		-79.35
21/10/2026	C Powell - Parish Maintenance Sept 2026	-41.52		-41.52
21/10/2026	Signworx – Newsletter Printing Oct 2026	-492.40		-492.40
21/10/2026	OTM Groundscare Ltd – Grass Cutting 6/7	-792.90		-792.90
	Total Payments to Authorise	**-2,893.19**	**0.00**	**-2,893.19**
Transfers to Authorise				
	Transfer between accounts	-20,000.00	20,000.00	0.00
	Total Transfers to Authorise	**-20,000.00**	**20,000.00**	**0.00**

Lee Harper-Smith –Parish Clerk and Responsible Finance Officer Email: clerk@credenhill-pc.gov.uk

CREDENHILL PARISH COUNCIL

ASSETS

Cash & Bank	**Balance**
Lloyds – Current Account (after payments)	3,588.34
Lloyds – Reserve Account (after transfers)	50,901.95
Petty Cash	0.00
Total Cash & Bank	**54,490.29**

Debtors	**No Due**	**Overdue**	**Total**
The Life & Soul Kitchen Ltd – Rent/Water Recharge	680.00		680.00
MDR Electrical – CCN Advertising	105.00		105.00
Coachhouse Interiors – CCN Advertising	105.00		105.00
MDR Electrical – CCN Advertising	185.00		185.00
Natalie Hogg– CCN Advertising	185.00		185.00
RO-Stars Hereford – Roman Park Hire	50.00	250.00	300.00
Total Debtors	**1,310.00**	**250.00**	**1,560.00**
Other Debtors			
HMRC – VAT Return 01/03/2026-30/09/2026	2,407.80	0.00	2,407.80
Total Other Debtors	**2,407.80**	**0.00**	**2,407.80**
TOTAL ASSETS			**58,458.09**

LIABILITIES

Creditors	**Not Due**	**Overdue**	**Total**
Herefordshire Council – Trade Waste/Recycling	192.14	0.00	192.14
Welsh Water – Changing Rooms	50.03	0.00	50.03
Total Trade Creditors	**242.17**	**0.00**	**242.17**
Other Liabilities			
HMRC - PAYE Owing (DD)	456.76		456.76
NEST Pension Payments Owing (DD)	98.87		98.87
Youth Club Funds	771.13		771.13
VAT at 20% to be reclaimed from HMRC	-9.05		-9.05
VAT at 5% to be reclaimed from HMRC	0.00		0.00
Total Other Liabilities	**1,317.71**	**0.00**	**1,317.71**
TOTAL LIABILITIES			**1,559.88**
TOTAL			**56,898.21**

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CREDENHILL PARISH COUNCIL

2026-2027 Budget/Actual Comparison YTD

	b/fwd. Reserve	March	A Year Budget	B Total Budget (inc Reserve)	C YTD Comparable Budget Total	D YTD Actual Spent/ Receipt	@ E YTD Variance	F Agreed Budget Movements	G YTD Comparable Budget Change	H Revised YTD Variance	Notes
Wages (inc Employers NI)			18,703	18,703	9,352	9,801	- 449	401	401	- 48	Street Cleaner paid 1 month in advance
Employer Pension Contribution			526	526	263	265	- 1	-	-	- 1	Street Cleaner paid 1 month in advance
Staffing Costs	-		19,229	19,229	9,615	10,065	- 451	401	401	- 50	
Software			102	102	51	53	- 2	-	-	- 2	
Travel & Subsistence			156	156	78	91	- 13	-	-	- 13	
Printing			50	50	-	52	- 52	-	-	- 52	
Telephone			60	60	30	30	-	-	-	-	
Postage			12	12	6	-	6	-	-	6	
Stationary			84	84	42	12	30	-	-	30	
Homeworking Allowance			240	240	120	120	-	-	-	-	
Meeting Room Hire/File Storage			584	584	320	208	112	-	-	112	
Office & Meeting Costs	-		1,288	1,288	647	567	80	-	-	80	
Website Hosting Fee			182	182	-	-	-	-	-	-	
Printing CCN			5,333	5,333	3,108	2,700	408	-	-	408	
Advertising & Promotion	-		5,515	5,515	3,108	2,700	408	-	-	408	
Insurance			1,911	1,911	1,911	1,777	134	-	-	134	
Bank Fees			60	60	30	26	4	-	-	4	
Internal Audit			200	200	200	200	-	-	-	-	
External Audit			331	331	331	315	16	-	-	16	
ICO Membership Fee			47	47	-	-	-	-	-	-	
Professional/Planning			-	-	-	2,125	- 2,125	-	-	- 2,125	50% Paid - To be rebilled to Herefordshire Council
Election Costs			-	-	-	-	-	-	-	-	
Legal Fees			-	-	-	-	-	-	-	-	
Playground Inspection			300	300	300	295	5	-	-	5	
Insurance, Legal & Professional Cost	-		2,849	2,849	2,772	4,738	- 1,966	-	-	- 1,966	
Changing Rooms - Electric			315	315	158	178	- 21	-	-	- 21	
Changing Rooms - Water Rates			113	113	56	50	6	-	-	6	
Community Centre - Waste Disposal			778	778	583	576	7	-	-	7	
Community Centre - Water			-	-	-	-	-	-	-	-	
Community Centre - Electric			504	504	252	192	60	-	-	60	
Utility & Waste Management Costs	-		1,709	1,709	1,049	997	52	-	-	52	
Outsourced Maintenance Costs											
Maintenance			2,097	2,097	1,266	887	380	-	-	380	
Materials			300	300	150	13	137	-	-	137	
Cleaning			448	448	224	56	168	-	-	168	
War Memorial Improvement Fund			150	150	-	-	-	-	-	-	
Blooming Credenhill Project	382		500	882	35	85	- 50	-	-	- 50	
Hedge Cutting			426	426	-	-	-	-	-	-	
Weed Control			1,474	1,474	737	275	462	-	-	462	
Grass Cutting			4,806	4,806	3,997	3,923	74	-	-	74	
Tree Maintenance			1,000	1,000	-	-	-	-	-	-	
Outsourced Maintenance Costs	382		11,200	11,582	6,409	5,237	1,171	-	-	1,171	
Total Operating Costs	382		41,790	42,172	23,598	24,304	- 705	401	401	- 304	
Exceptional/Planned Costs											
Charitable Grant Provision			7,000	7,000	7,000	8,904	- 1,904	-	-	- 1,904	
Roman Park	21,086		4,000	25,086	-	-	-	-	-	-	
Community Hall Fence/Exit Ramp	2,500			2,500	658	658	0	-	-	0	50% Paid
Asset Repairs & Renewals	7,649		6,097	13,746	1,050	1,050	0	-	-	0	
Hall/Resource Centre Boundary Fence	3,000		-	3,000	1,687	1,687	0	-	-	0	50% Paid
Backhouse Park - Fencing/Wall	3,645		400	4,045	-	-	-	-	-	-	
Exceptional/Planned Costs	37,880		17,497	56,359	20,790	12,299	- 1,904	-	-	- 1,904	
Total Projected/Actual Costs	38,262		59,287	98,531	44,388	36,603	- 2,609	401	401	- 2,208	
Income											
Precept			-48,623	- 48,623	- 48,623	- 48,622	- 1	-	-	- 1	
Rent			- 8,160	- 8,160	- 4,760	- 4,777	17	-	-	17	
Bank Interest			- 120	- 120	- 120	- 108	- 12	-	-	- 12	
CCN Adverts			- 1,785	- 1,785	- 1,320	- 1,260	- 60	-	-	- 60	
Hire of Changing Rooms			- 600	- 600	- 350	- 472	122	-	-	122	
Donations/Other Income			-	-	-	-	-	-	-	-	
Grants Income			-	-	-	-	-	-	-	-	
Utilities Recharges			-	-	-	-	-	-	-	-	
Total Income	-		-59,288	- 59,288	- 55,173	- 55,239	66	-	-	66	
					YTD Budget/Actual Variance		- 2,543			- 2,142	

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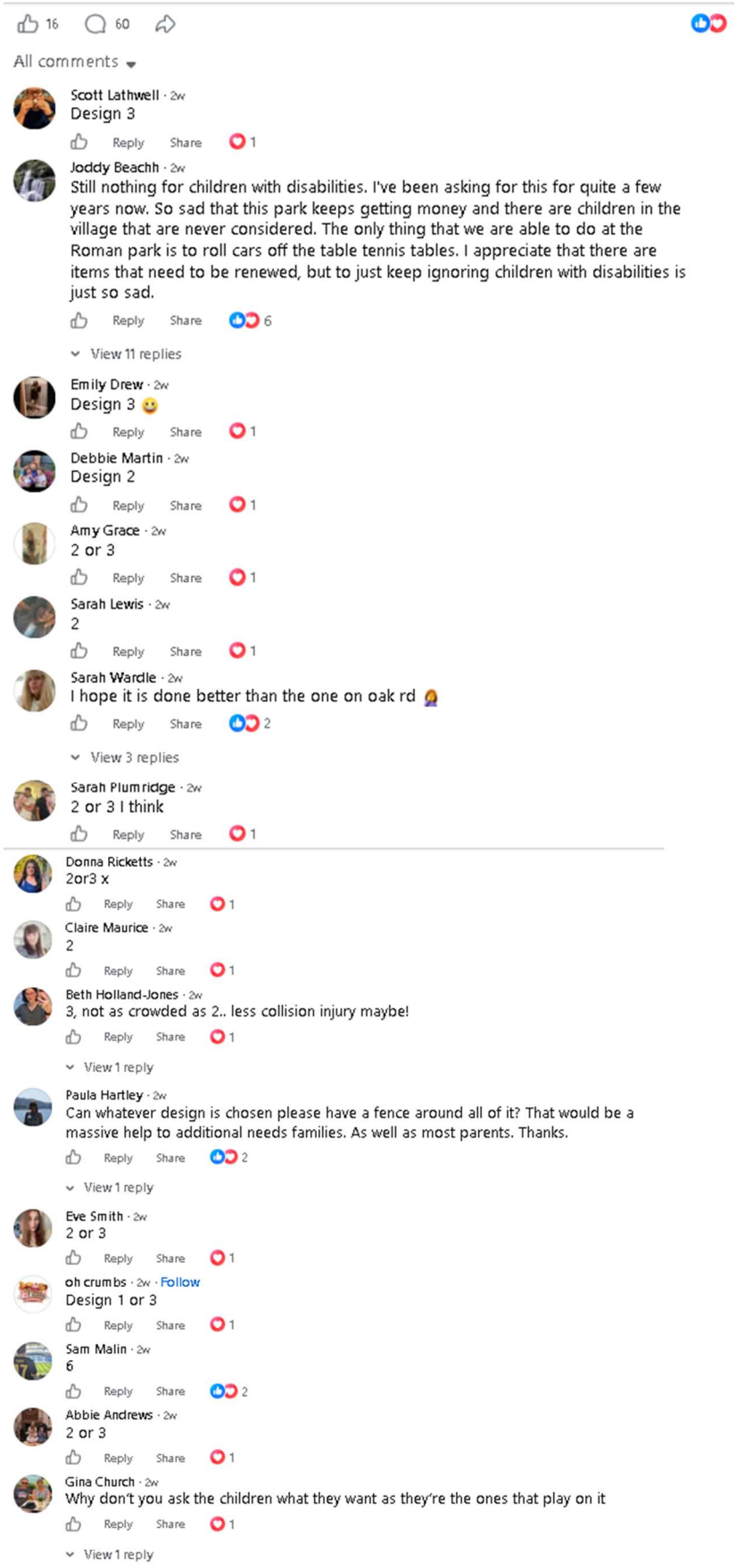
Appendix B – Community Hall Report (SC)

1. The Martial Arts group have paid their outstanding debt of £400 fortunately but have now cancelled their booking. Troy advises that he is making this his full-time business now and is looking for a suitable permanent premises. I spoke/hinted to Beth (Pilates) to pay the invoices a bit more promptly. Attendance is up slightly on the Pilates Classes especially the Monday lunchtime.
2. Automatic Booking system - Betty would like to first access the website to view and bookings to increase to cover the monthly cost.
3. Betty says there are a few party bookings in view.
4. Table Sale - There were 12 tables divided between the hall & club. We did have a better attendance than last time and think most tables turned a little bit of profit. I am guessing the hall may of made about £96. Terri suggested that these sales were held on a regular basis so people get to know about it but Betty and I were not quite so sure!
5. Next event is the Xmas Fayre which I understand quite a few tables have been booked by the regulars. I have been asked to put up posters around the village that Terri has organised but need to pick up from the club. Betty is unable to access the Hall website so is unable to check the bookings.
6. Any update on the quotes for the works to be paid from the grant money?

Appendix C – Roman Park Play Equipment Consultation



Lee Harper-Smith –Parish Clerk and Responsible Finance Officer Email: clerk@credenhill-pc.gov.uk



16 60

All comments

Scott Lathwell · 2w
Design 3
Reply Share 1

Joddy Beachh · 2w
Still nothing for children with disabilities. I've been asking for this for quite a few years now. So sad that this park keeps getting money and there are children in the village that are never considered. The only thing that we are able to do at the Roman park is to roll cars off the table tennis tables. I appreciate that there are items that need to be renewed, but to just keep ignoring children with disabilities is just so sad.
Reply Share 6

View 11 replies

Emily Drew · 2w
Design 3
Reply Share 1

Debbie Martin · 2w
Design 2
Reply Share 1

Amy Grace · 2w
2 or 3
Reply Share 1

Sarah Lewis · 2w
2
Reply Share 1

Sarah Wardle · 2w
I hope it is done better than the one on oak rd
Reply Share 2

View 3 replies

Sarah Plumridge · 2w
2 or 3 I think
Reply Share 1

Donna Ricketts · 2w
2or3 x
Reply Share 1

Claire Maurice · 2w
2
Reply Share 1

Beth Holland-Jones · 2w
3, not as crowded as 2.. less collision injury maybe!
Reply Share 1

View 1 reply

Paula Hartley · 2w
Can whatever design is chosen please have a fence around all of it? That would be a massive help to additional needs families. As well as most parents. Thanks.
Reply Share 2

View 1 reply

Eve Smith · 2w
2 or 3
Reply Share 1

oh crumbs · 2w · Follow
Design 1 or 3
Reply Share 1

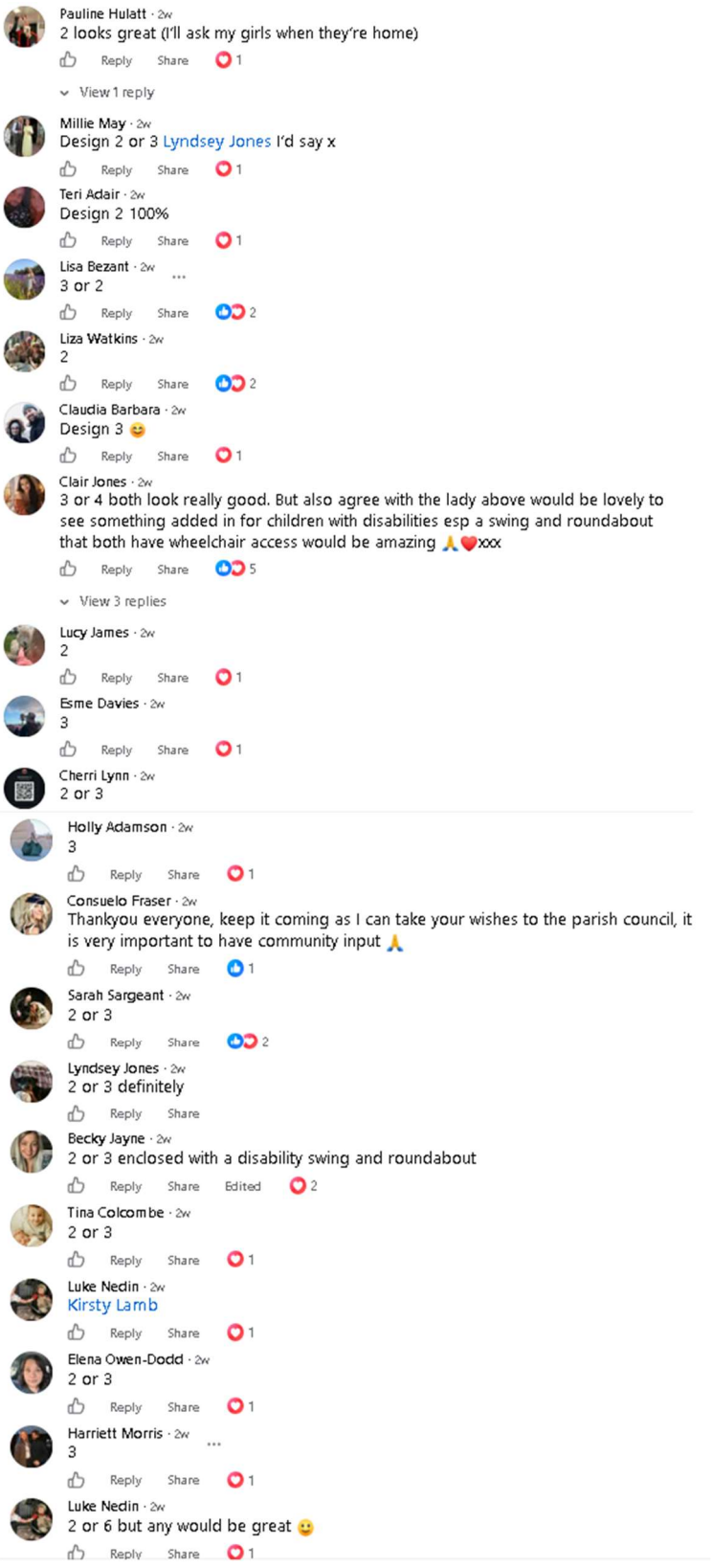
Sam Malin · 2w
6
Reply Share 2

Abbie Andrews · 2w
2 or 3
Reply Share 1

Gina Church · 2w
Why don't you ask the children what they want as they're the ones that play on it
Reply Share 1

View 1 reply

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Pauline Hulatt · 2w
2 looks great (I'll ask my girls when they're home)
Reply Share 1

View 1 reply

Millie May · 2w
Design 2 or 3 Lyndsey Jones I'd say x
Reply Share 1

Teri Adair · 2w
Design 2 100%
Reply Share 1

Lisa Bezant · 2w
3 or 2
Reply Share 2

Liza Watkins · 2w
2
Reply Share 2

Claudia Barbara · 2w
Design 3
Reply Share 1

Clair Jones · 2w
3 or 4 both look really good. But also agree with the lady above would be lovely to see something added in for children with disabilities esp a swing and roundabout that both have wheelchair access would be amazing ❤xxx
Reply Share 5

View 3 replies

Lucy James · 2w
2
Reply Share 1

Esme Davies · 2w
3
Reply Share 1

Cherri Lynn · 2w
2 or 3

Holly Adamson · 2w
3
Reply Share 1

Consuelo Fraser · 2w
Thankyou everyone, keep it coming as I can take your wishes to the parish council, it is very important to have community input
Reply Share 1

Sarah Sargeant · 2w
2 or 3
Reply Share 2

Lyndsey Jones · 2w
2 or 3 definitely
Reply Share

Becky Jayne · 2w
2 or 3 enclosed with a disability swing and roundabout
Reply Share Edited 2

Tina Colcombe · 2w
2 or 3
Reply Share 1

Luke Nedin · 2w
Kirsty Lamb
Reply Share 1

Elena Owen-Dodd · 2w
2 or 3
Reply Share 1

Harriett Morris · 2w
3
Reply Share 1

Luke Nedin · 2w
2 or 6 but any would be great
Reply Share 1

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