

CREDENHILL PARISH COUNCIL

MINUTES OF AN ORDINARY MEETING OF THE CREDENHILL PARISH COUNCIL HELD IN THE YOUTH AND RESOURCE CENTRE ON 15 APR 09 AT 7.30 PM

| | Name | Appointment |
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| Present | Mr A Round (AR) Mr A Button (AB), Mrs D Daw (DD) Mr J Daw (JD) M J Beavan (JB), Mr R Shutt,(RS) Mr A Slater (AS) Mrs I Thomson (IT) | Chairman of the Parish Council]] Parish Councillors] |
| In attendance | Mr Bob Matthews CSO Dean Wall Mr Gerrard Williams/Mr Charles Pickles Mr C Lippett (Clk) 3 Members of the Public | District Councillor West Mercia Police ESG Herefordshire Ltd Parish Clk |

| Item | Discussion and Decisions | Action |
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| 1 Disclosure of Interests /Apologies | <p>a. <u>Apologies</u> Mrs D Pullen, Mrs Carol Lloyd</p> <p>b. <u>Disclosures of Interest</u> Mrs Thomson and Mr Shutt, as members of the social club committee declared an interest in any matters concerning the Social Club. Mrs Daw declared an interest in any matters concerning the use of the Youth Resource Centre for the playgroup .</p> | |
| 2 Visiting Speakers | <p>a. <u>CSO Dean Wall (West Mercia Police)</u> Reported that it had been a relatively quiet month within the village, he has had matters reported to him on his mobile phone of youths cycling on the pavement and noise of local youths, these have been addressed. From a crime point of view there was only one incident as follows:</p> <p style="padding-left: 40px;">On the 11th April 2009 unknown offenders have damaged car tyres of vehicles that were parked in Credenhill Woods Car Park. This happened during the hours of darkness.</p> <p>He also answered specific questions put to him by Mrs Patrick regarding noise from nearby flats, assembly of youths opposite her property, and an incident involving a wheelchair on station road, these are being addressed. (Mr Matthews asked Mrs Patrick to inform him if there were any pressing issues). Dean also confirmed that drinking by under age people in Roman Park continues to be monitored.</p> <p>b. <u>Mr Bob Matthews- District Councillor</u> Covered the following points:</p> <ul style="list-style-type: none"> • A new planning application for the cattle market had been submitted. • Drew attention to items published in "Herefordshire Matters" concerning recycling (page 3), 24 hour health service (Page 4) Hereford PAC Meetings (Page 6) and free swimming for people aged under 16 and over 60 (page 19) • Reported that a site meeting was recently held to consider the proposed footpath/cycle path from Credenhill (entrance to military base) to Stretton Sugwas. Mr Matthews, HCC officials, the senior engineer of the military base, RS and the clk from the parish council attended the meeting. During the meeting, HCC officials gave verbal confirmation that the requirement had been approved and would be added to the work programme for the county. No forecast completion date could be provided at this time, the first step would be to undertake a feasibility study. JB asked if improvements to the pathway in front of the military families housing could be included in the project. RS thanked Mr Matthews for organizing the meeting Clks Note HCC currently considering feasibility study, the enquiry made by JB will be mentioned in future negotiations. • Despite his protestations the planning application to convert the baker shop into a chip shop had now been approved. He had ensured that there would no Sunday opening, and that the shop would close by 10.30pm | |

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| | <p>c. Mr Gerrard Williams/Mr Charles Pickles (ESG Hereford Ltd) These gentlemen gave an update on the progress of the wider ESG plan and the significance of the flood alleviation plan in relation to the overall plan. They informed the meeting that whilst various flood alleviation plans were still being considered, the scheme to divert water from the Yazor Brook looks to be most effective; they anticipate that a planning application would be submitted late summer.</p> <p>The main purpose of their presence at the parish meeting was to provide information to the council (as the landowners) about the design and implications of the proposed installation on parish land, in this connection they provided a draft plan produced by Capita Symonds which gave a visualisation and some scaled drawings of what the completed project would look like. These were most interesting and drew considerable comments from council members, a summary of some of the more pertinent questions are as follows:</p> <ul style="list-style-type: none"> • JB asked if a lease would be required for the new compound where the controlling equipment would be located; no specific answer could be given to this question. The Environment Agency (EA) will own the eventual system and it is anticipated that HCC will act as agents for the EA with regards maintenance and operation. • AB asked if the compound would be made “vandal proof” and that regular checks would be made to check damage etc. Again no definite answer forthcoming, but design and operating procedures will invariably incorporate these criteria. • Councillor Matthews asked if the design of the plan had sufficient surplus capacity to remove all possibilities of flooding in the Credenhill area in the future. The ESG team confirmed that this is built into the design plan. • The Chairman noticed that the existing football changing rooms did not appear on the plans and asked why. Again no specific answer forthcoming, during the construction of the underground water channel, a deep cut would need to be made where the changing room is currently located. It is an old converted Porta-cabin (the only changing facility we have) which is likely to collapse or be demolished during the construction progress. Possible replacement in another location to be considered in future negotiations. • JB asked about the possibility of an independent consultant being appointed to represent the council during the construction, with the professional fees met by ESG. Mr Gerrard Williams informed the meeting that independent consultants were appointed to cover the whole project, but agreed that it might be beneficial for the parish council to be represented by a professional person during the construction and handover phase of the installation. To be considered in future negotiations. <p>Mr Gerrard Williams stated he would write to the Parish covering the main points of the presentation/discussion. Clks Note Letter would be sent to Clk who would ensure that all those involved are informed, letter received 25 Apr and distributed to ESG working group and JB.</p> <p>d. On conclusion of this agenda item, the Chairman thanked all visiting speakers for their input into the meeting.</p> | |
| 3 Public questions | There were no specific questions from the 3 members of the public who were present. (Mrs Patrick asked her questions during the address by CSO Dean Wall) | |
| 4 Minutes of previous meeting | Following a proposal by IT seconded by JD it was resolved that the minutes for the meeting on 18 Mar 09 are accepted as a true and accurate record of the proceedings | |
| Explanatory Note <i>Agenda item 5 (Matters arising) covers all the outstanding actions from previous minutes, they will continue to be included until the required action is completed and closed.</i> | | |
| 5 Matters Arising | Item 2a-(Meeting on 19 Mar 09 Agricultural debris on Station Road. Mr Matthews reported that he had spoken to the owner of Magna Farm who apologized and undertook to ensure that more care is taken by contractors when moving material though the village. Action now closed. | |

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| 6 Financial Matters | <p>a. The Clk gave an update on the parish accounts up to and including the end of 31 Mar 09 and informed the meeting that the accounts would be submitted for authorisation at the next meeting.</p> <p>b. The following invoices were presented at the meeting:</p> <table border="1" data-bbox="344 191 1156 338"> <thead> <tr> <th><u>Payee</u></th> <th><u>Service Provided</u></th> <th><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>PIP Printing</td> <td>Apr CCN production</td> <td>£347.80</td> </tr> <tr> <td>RMT Rose</td> <td>Local grass cutting contractor</td> <td>£300.00</td> </tr> <tr> <td>Hereford Council</td> <td>Electric supply to new lights in Mill Close</td> <td>£1170.70</td> </tr> <tr> <td>Hereford Fire Protection</td> <td>Servicing of alarms/light in youth centre</td> <td>£69.00</td> </tr> <tr> <td colspan="2" style="text-align: right;">TOTAL</td> <td>£1887.50</td> </tr> </tbody> </table> <p>Following a proposal by DD seconded by JD it was resolved that the invoices listed above are paid from Parish Funds Cheques to be issued. Clks Note: All cheques raised and delivered/posted.</p> | <u>Payee</u> | <u>Service Provided</u> | <u>Amount</u> | PIP Printing | Apr CCN production | £347.80 | RMT Rose | Local grass cutting contractor | £300.00 | Hereford Council | Electric supply to new lights in Mill Close | £1170.70 | Hereford Fire Protection | Servicing of alarms/light in youth centre | £69.00 | TOTAL | | £1887.50 | |
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| 7 Correspondence Received | <p>The Clk reported that the following correspondence had been received since the last meeting:</p> <table border="1" data-bbox="344 506 1279 898"> <thead> <tr> <th><u>From</u></th> <th><u>Concerning</u></th> </tr> </thead> <tbody> <tr> <td>Mr Richardson</td> <td>Idea to code Fly tipping areas within the parish Clks Note – submitted to HCC for consideration. No reply as yet.</td> </tr> <tr> <td>HCC</td> <td>Update to electoral register (held by Clk).</td> </tr> <tr> <td>Mr Richardson</td> <td>Notification that a Credenhill group has been registered with Litter Action, the parish council will support any campaign to clear litter outside the village.</td> </tr> <tr> <td>Mr Richardson</td> <td>Enquiry about village warden scheme. Council confirmed that the scheme had never been discussed previously (first introduced in 2007) and that they considered that it would be difficult to meet the criteria, amongst which is the need to have a parish plan.</td> </tr> </tbody> </table> | <u>From</u> | <u>Concerning</u> | Mr Richardson | Idea to code Fly tipping areas within the parish Clks Note – submitted to HCC for consideration. No reply as yet. | HCC | Update to electoral register (held by Clk). | Mr Richardson | Notification that a Credenhill group has been registered with Litter Action, the parish council will support any campaign to clear litter outside the village. | Mr Richardson | Enquiry about village warden scheme. Council confirmed that the scheme had never been discussed previously (first introduced in 2007) and that they considered that it would be difficult to meet the criteria, amongst which is the need to have a parish plan. | | | | | | | | | |
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| 8 Village Fete | <p>JD reported on the progress being made in preparation for the fete on 12 Jul 09, he displayed a copy of the poster designed to advertise the occasion. Clks Note: The Council had previously resolved to provide a grant of £500 to help offset the costs of the organization of the fete; no other commitments (i.e. completion of programme etc) were agreed. Cheque raised 3 May 09</p> | | | | | | | | | | | | | | | | | | | |
| 9 Roman Park | <p>a. AB reported that he had received a verbal indication that a sum of £38,000 (originally £45,000) had been allocated by HCC for the construction of a play area for 8-13 year olds (Phase 2), written confirmation awaited. The quote for installation and construction by Playbuilder is £44, 824.50. (considerable shortfall). Cllr Matthews offered to attempt to gain funding to make up the shortfall. JB had attended the HCC Bi-annual Play Partnership meeting on 2 Apr 09(AB and AS unable to attend), useful information was obtained, HCC were impressed with the planning already done by the team. AB has arranged a meeting with Tobin Godfrey (Play Project Coordinator) who has some concerns over the design plans.</p> <p>b. AB reported that the Phase 2.5 Improvement (Toddler Play area) is likely to cost £47,000 and no funds were available at the moment. It was intended that a request would be submitted for Community Sport Funding as funds from the national lottery had already been received in connection with the original park improvements. AB also mentioned that we cannot apply for these grants as a parish council and will need to re-instate the organization that was used during the last improvement (DD says the files still exist).</p> <p>c. To meet a new separate enquiry, AB stated that to convert the existing hard topped tennis court into a full basketball court (including cleaning, new nets and court markings) would cost around £3,500. As he also has further plans to eventually place multi-functional sports walls at either end of the existing court, he considered that this expenditure could not be justified. As a compromise (and because a request had been received from HCC youth workers), the chairman agreed to look at the possibility of locating the missing net and stand, and getting it repaired and re-installed by local contractors.</p> | | | | | | | | | | | | | | | | | | | |
| 10 Hendon Drive | <p>The chairman reported that he had received a letter from Mr Fortey (who resides at Hendon Drive) requesting that some action is taken to review the width of Hendon Drive road and considerable damage to the grass verges caused by wide bodied vehicles and inconsiderate parking. Clks Note. Site meeting arranged by Mr Bob Matthews on Tue 21 Apr 09, (Mr Thompson HCC and Clk will also be present) to view problem. Email sent to HCC 21 Apr requesting authorisation for road widening, proceedings of the site meeting were encouraging. Report at next meeting</p> | Clk | | | | | | | | | | | | | | | | | | |

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| 11 Reports (Updated every meeting) | <p>a. <u>Roman Park</u> See item 9 above. Additionally, a costing is required to repair the style offering access to the farmland adjacent to the Roman Park. Clks Note. Contractor tasked, will report at next meeting. Work now completed, expenditure authorized by FWG by email.</p> <p>b. <u>HALC/NALC</u> The paperwork for the next SAM meeting on 20 Apr 09 had been distributed to JB and RS. It is hoped that a representative from the parish council will attend the meeting. Clks Note: JB attended.</p> <p>c. <u>Footpaths</u> Information (including a map) had been published in the Apr edition of the CCN.</p> <p>d. <u>Lease</u> The clk reported that he had suggested a meeting date of Wed 22 Apr (7pm) in the skittle alley in the social club. Clks Note. Meeting did take place, JB will report at next meeting.</p> <p>e. <u>ESG.</u> In addition to the presentation given tonight, a request had been received from ESG for a presentation on the Flood alleviation scheme be given to the Parish Council at the next meeting on 13 May 09. They also requested the use of the Community hall to provide an exhibition of the scheme for local residents. Clks Note. Presentation fro Parish Council arranged for 20 May 09, exhibition for parishioners arranged for 26 May 09.</p> <p>f. <u>Planning</u> AS reported that no new planning applications had been received since the last meeting.</p> <p>g. <u>Speed and weight limitations.</u> The analysis of the data provided from the monitoring devices that were positioned on station road has indicated that there is insufficient evidence to suggest that traffic calming measures were required. Speed limits had been broken, but these were on a par with averages from around the county. A notice would be placed in the CCN . This working group is now discontinued. Clks Note: Following an observation by Mr Richardson, guidance on the requirement for 20mph limits outside schools has been sought from HCC, a reply is awaited. Update: Reply received, requirement to review 20 mph limit is on the books of HCC, St Mary's school is currently 20th on the list, further enquiries being made by Cllr Matthews.</p> <p>h <u>Website/CCN</u> CL was not available at the meeting . On her behalf, the clk reiterated the need for council members to look and comment on the parish website. It is still in the early stages but now needs to move forward.</p> | |
| 12 Agenda items for next meeting | a. Update on arrangements for fete. (JD to lead) | |
| 13 Any other Parish Business | <p>a. JB reported that the potholes on the community site approach road had been repaired (free of charge). Details of contractor retained for further use.</p> <p>b. JB mentioned that the new school sign at the entrance to St Mary's was a considerable improvement but enquired if planning permission was required. AS reported that no planning application had been received by the parish, It was therefore assumed that the school had cleared the need for planning before erecting the new sign.</p> <p>c. DD raised the requirement to replace concrete light posts with metal ones within the village. Clks Note. HCC have confirmed that 2000 light posts within the county require replacing, no forecast date for completion of the work at Credenhill is available at this time. Our enquiry has been noted and recorded.</p> <p>d. There was considerable discussion on the requirement to review the rent paid by the playgroup for the use of the Youth Resource Centre. The council decided that the clk would provide information to AS on the cost of utilities, repairs, cleaning and maintenance etc who would present the findings at the parish meeting in Jun 09. Clks Note Fact sheet provided to AS</p> | |
| 14 Next Meeting | The next meeting will be held on 13 May 09. | |

The chairman closed the meeting at 9.45 pm

Original signed

A ROUND
Chairman
13 May 09

Distribution: All councilors, Cllr Matthews, Mr Richardson, Mr Robinson (Social Club), Clk (for minute folder)