

CREDENHILL PARISH COUNCIL

The Annual Parish Meeting of the Credenhill Parish Council will be convened at the Youth and Resource Centre on Wednesday 18 May 11 at 7 pm followed by an Ordinary parish Meeting to transact the business on the official agenda items (See below). All members of the Parish Council are required to attend; apologies should be notified to the Chairman. Members of the public are permitted to attend the meeting

AGENDA ITEMS (ANNUAL PARISH MEETING-COMMENCING 7 PM)

- 1 Confirmation of the Previous Minutes of Meetings held on 13 May 10 (Annual Parish Meeting)
- 2 Chairman's Report (1 Apr 10 to 31 Mar 11)
- 3 Election of Chairman of the Council (for next 12 months)
- 4 Chairman's Declaration of acceptance of office
- 5 Election of Vice Chairman of the Council
- 6 Appointment of parish working groups.

AGENDA ITEMS (ORDINARY PARISH MEETING)

- 1 Apologies/Declaration of interest in agenda items.
- 2 Opportunity for visiting speakers to address council and any public in attendance.
- 3 Opportunity for public to raise any matters with the council.
- 4 Confirmation of minutes of the meeting held on 20 April 2011.
- 5 Business arising from previous meeting (outstanding actions).
- 6 **Financial Report (Clk to lead)**
 - a. Parish Statement of Account 1/04/10 – 31/03/2011
 - b. Authorisation of payments from Parish Funds (List will be available on the night)
 - c. Income since last meeting.
 - d. Balance of parish Fund
- 7 **Business arising from correspondence received since last meeting. (Clk to lead);**
Electricians quote for pre school.
- 8 **The post office.(Mrs Lloyd to lead)**
- 9 **CCN (Mrs Lloyd to lead)**
- 10 **Social Club(Mrs Daw to lead)**
- 11 **Review of rent for playschool (Mrs Daw to lead)**
- 12 **Reinstatement of junior/senior youth club.**
Boundary fence Roman park
- 13 **Reports (updates) concerning the following working groups within the Parish Council:**
Roman Park – (A Slater/D Pullen/D Daw)
Footpaths (J Daw/R Shutt)
Planning (A Slater) include 20mph sign
Flood Alleviation Scheme (J Spreckley)
Emergency planning (J Daw)
Website/CCN (C Lloyd)
Community Hall (I Thomson)
BMX track (Chairman)
- 14 **Agenda items for next meeting.**
- 15 **Any other business**
Mr R Rose
- 16 **Date of next meeting. (Provisionally 15 Jun 11)**
J Overall (Parish Clk)

Election of Representatives for Working Groups (Agenda Item 6 Annual Meeting)

Working Group	Nominations for May 11 – May 12	Proposed by	Seconded by	Brief description of duties
Financial				The Finance Committee is responsible for regulating and controlling the finances of the council. In this capacity, the Finance Committee shall have the responsibility for approving new and implementing changes to existing procedures relating to the financial administration of the Parish.
Roman Park				Overall responsibility for the provision of the facility as a village amenity. Undertake regular inspections (at least once a month). Report any repairs that are required to Parish Clerk. Monitor the frequency and effectiveness of grass cutting. Liaise with village handyman to ensure that area is kept litter free Compile and put forward proposals for improving facility.
Lease				Keep in overview of the contents and accuracy of the leases for the Community Hall and Social Club, to liaise/contact professional bodies (Solicitors) etc to represent the views of the Parish
Planning				To analyse and investigate planning applications concerning Credenhill. Report results of investigations at Parish Council Meetings. Formulate the Parish Councils written comments for each planning application (for approval by the council)
Footpaths				Maintain records of footpaths and right of way within parish, Contacting Hereford County Council and land owners as required. Regularly inspect parish footpaths. (clear obstructions, ensure stiles/gates in safe condition) A strimmer is provided for use by the footpaths officer
CCN and Parish Website				Editor of parish magazine (CCN). Act as webmaster for parish website
ESG				Liaison and negotiation with the ESG project team regarding the Flood alleviation scheme and in particular the element of the plan concerns new work on the community site at Credenhill.
Community Hall				The parish representative on the Community Hall Committee.