



MINUTES OF AN ORDINARY MEETING OF CREDENHILL PARISH COUNCIL HELD IN THE YOUTH AND RESOURCE CENTRE ON 28 JUNE 2017

Present:

Chairman Mr Terry Smissen
Councillor Mr Andrew Round
Councillor Mr Ray Rose
Councillor Mr Paul Burridge
Councillor Mrs Emma Baxter

Parish Council Clerk/RFO

Mrs. Marion Scott

Also Present

Ward Councillor Mr Bob Matthews (Arrived 7.30pm. Left 8.50pm)
Stephanie Kitto (Neighbourhood Planning Officer)
Three members of the public present.

The Chairman opened the meeting at 7.30pm

1. To receive and accept apologies for absence:

Councillors Mr John Bevan, Mr Adrian French, Vice-Chairman Andrew Slater and Dr. Richard Baxter had submitted their apologies that they would not be able to attend.
Locality Steward Mr Mike Gill not present.
No presence for the local police.

2. Declaration of Interest & Dispensations:

- 2.1 No declarations of interest received.
- 2.2 No applications for dispensations received.

3. Speakers –

3.1 Mr Bob Matthews:

- A detailed lay-out of the 20 mph consultation would be available with two weeks, and it is expected that an officer from HC shall be present at the next Parish Council meeting.
- Monies are now available for footpath improvements at East Cottage.
- Taste for Adventure development by MOD is progressing.
- Councillor, Andrew Round asked whether the cycleway pathway could not now be extended, (in front of the married quarters).
- The Parish Clerk was requested to write to the MOD from the Parish Council (with the support of the Ward Councillor, Mr Bob Matthews) requesting that this part of land be up-graded.

3.2 Stephanie Kitto gave a presentation to the Parish Council of Neighbourhood Planning in Hereford. (Report attached).

Councillor Paul Burridge commented that Credenhill has no Post Office and other facilities.

Stephanie Kitto stated that it takes approx. 2 years to develop a NDP. A Steering Group would need to be formed (4-10 members advisable). Funding is available until 2020 and a large Parish Council would attract a grant in excess of £9K.

If no NDP is drawn up by Credenhill, the parish would then be covered by the Rural Areas Site Development Plan. This has been published and the Issues and Options paper is being consulted until Friday, 28 July 2017.

Councillor Paul Burridge had previously been involved with the Public Questionnaire and the response from residents had been low.

Proposed by Councillor Paul Burridge and Seconded by Councillor Ray Rose that a meeting should be arranged to establish a Steering Group with the Parish Council. Also to submit to the CCN.

The Chairman Terry Smissen and Ward Councillor, Mr Bob Matthews thanked Stephanie Kitto for her presentation.

3.3 Mrs Terri French – from Credenhill Social and Sports Club came to make a request to host a family fun day on 30th September 2017 including a dog show. There is a bye-law set by the Parish Council restricting dog shows on the site. Terri French assured the Parish Council that volunteers shall be available to ensure parental supervision and dog-owner supervision at all times and the site would be completely cleared after the event. It was also suggested, following the presentation by Stephanie Kitto, that a club table be set up and details of the Neighbourhood Development Plan be shown to Credenhill residents. Proposed by Councillor Andrew Round and Seconded by Councillor Paul Burridge to agree to the event being held. All Parish Councillors were in agreement.

The Chairman, Mr. Terry Smissen brought forward Item 9.

3.4 Claire Stenhouse (Credenhill Preschool). .

The report is attached to the Minutes. Proposed by Councillor Paul Burridge and Seconded by Councillor Andrew Round to accept the proposals suggested by Clair Stenhouse. Comments were made by the Parish Councillors that the work being carried out by Clair Stenhouse was of great benefit to the Credenhill community. The Parish Clerk was requested to check the Licence Agreement to check whether an addendum to the Licence was required. The Parish Clerk was also requested to ascertain from Countrywide Maintenance the weed-killer that was being used around the Preschool and report back. Councillor Ray Rose suggested that the hedge-cutting and weed-killing be carried out at the same time. Councillor Andrew Round suggested that a time-table be obtained as to when the weed-killing was to be carried out.

5. To approve and sign the Minutes as a true record of the Annual Meeting of the Parish Council held on 17th May 2017:

Deferred until the meeting 19th July 2017.

6. Financial Information:

Account balance 30 April 2017
Current account: £2,671.70
Reserve account: £26,664.47
Total bank balance: £29,336.17

Direct Debits

British Gas	23.14
British Gas	30.41
Welsh Water (02.05.2017)	7.00
Herefordshire Council (Waste Collection)	118.30

Total payments £178.85

Payments received:

Rent (02.05.2017)	750.00
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Total received £750.00

Cheques to authorise:

C Powell	313.37
M. Scott PC/RFO (May)	304.00
M. Scott – Expenses	54.00
HMRC	76.00
Pip Printing	318.40
Rees & Co. Insurance	1,332.17
Countrywide Maintenance (April)	696.00 *

Total £3,093.94

* Includes VAT @ 20%

£2,000 transferred from Reserve Account 19th June 2017

Debtors

Credenhill Community Hall £33.11/ £51.16.

Credenhill Social Club £51.16

Rent £3500 – NB: £576.50 from sale of equipment held by Credenhill P.C.

V.A.T. £3,027.81

Closing balance £26,813.38 (Opening balance £29,336.17 -£2,522.79)

Community Account: £1,398.91

Community Reserve Account £24,664.47

Deposit – Credenhill Pre-School: £750.00

6.2 Receipts. See above.

6.3 Invoices for payment. Following a Proposal by Councillor Andrew Round and Seconded by Councillor Paul Burridge **resolved** that the above payments are paid from the parish funds.

7. Planning Application Received:

Planning application: P171577/F Credenhill Park Wood, Credenhill, Hereford: Resurfacing the entry point to the site. Noted that the application was approved 20 June 2017.

8. To Receive Reports from working groups:

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| 8.1 Community Hall | Nothing to report. |
| 8.2 Footpaths | Nothing to report. |
| 8.3 Planning | Covered by Item 4. |
| 8.4 Shops/Business | Nothing to report. |
| 8.5 Flood Alleviation Scheme | Nothing to report. |
| 8.6 Schools | Nothing to report. |
| 8.7 Roman Park – General | Councillor Andrew Round stated that there was interest in some football teams playing again at Roman Park. Proposed by Councillor Andrew Round and seconded by Councillor Paul Burrridge that £25.00 be charged for each game. The Parish Clerk was requested to ask Craig Powell to repair the window in the changing rooms. |

9. Diary Actions:

Item brought forward to Item 4.

10. Matters arising since last meeting (Clerk to lead):

- 10.1 Chairman Mr Terry Smissen stated that he had walked around Roman Park to check on the play equipment. The Space Net needed work carried out on the surface. The Parish Clerk was asked to investigate Play bark to cover the surface and repair the wooden surrounds. The Parish Clerk confirmed that she had ordered the Zip Wire equipment.
- 10.2 The seat has been completely removed. Councillor Andrew Round confirmed that he would contact the resident who had suggested that she carry out the repairs herself.
- 10.3 The Parish Clerk confirmed that the Insurance Policy (renewed 1 June 2017) had not included the play equipment at Roman Park. Rees and Company Insurance Brokers Ltd. had quoted £178.62. Proposed by Councillor Andrew Round and Seconded by Councillor Paul Burrridge that the payment be approved.
- 10.4 The Parish Clerk read out a request from a resident for a dog waste bin at Dovecote Lane. The Parish Clerk was asked to reply to the resident and state that no more bins could be registered and that the bin situated outside the former Post Office be used.
- 10.5 Herefordshire Council 2018/2019 Budget briefing for Parish Councillors – Town Hall, 4th July 2017 – noted.
- 10.6 Land and Asset Register now up-dated. The Parish Clerk informed the Parish Council that the Community Centre (currently leased to the Community Hall Committee), valued at £500,000, was covered separately by the Community Hall, and has requested a copy of their insurance policy for the Parish Council records.
- 10.7 Repairs now carried out at Roman Park.
- 10.8 The Parish Clerk requested to draw up a list of keys and keyholders.

11. Confirmation of the next Ordinary Meeting, Time and Venue

The next Ordinary Parish Council Meeting which will be convened at the Youth and Resource Centre on Wednesday 19 July 2017 at 7.30pm.

The Chairman declared the meeting closed at 9.45pm.

Councillor Mr Terry Smissen Chairman

Signed.....

Date.....