



Credenhill Parish Council

MINUTES OF AN ORDINARY MEETING OF CREDENHILL PARISH COUNCIL HELD IN THE YOUTH AND RESOURCE CENTRE ON 15 NOVEMBER 2017

PRESENT:

Councillor Mr Terry Smissen Parish Council Chairman
Councillor Mr Andrew Slater Vice-Chairman
Councillor Mr. Adrian French
Councillor Mr Ray Rose
Councillor Mr John Beavan
Councillor Mrs Dot Pullen
Councillor Mrs Emma Baxter

Parish Council Clerk/RFO

Mrs. Marion Scott

Also Present

Ward Councillor Mr Bob Matthews (Arrived 8.15 pm Left 8.40pm).
Two members of the public present.

The Chairman opened the meeting at 7.30pm

1.0 Apologies for Absence

Councillor Paul Carton
Councillor Dr. Richard Baxter
Councillor Paul Burrige

2.0 Declaration of Interest & Dispensation

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

Item 4 brought forward. See below.

3.0 Speakers: Ward Councillor Bob Matthews gave the following information:

- Footpath alongside A480 adjoining main Service Headquarters. An e-mail that he had sent to Major Heys was read out to the Parish Council. (Copy attached).
- Planning permission (P132230/O) had expired on land belonging to Mr. Griffiths. A new application shall have to be submitted. S. 106 monies are now on hold.
- Report on 20mph limit on Station Road now finalized. Consultation process to begin and a Public Meeting to be arranged. The bus companies were happy with the finalized proposals regarding the road humps which would be very slight..
- Reports have now been finalized on East Cottage.

4.0 Public Question Time

The Chairman, Mr. Terry Smissen opened Public Question Time by informing the Parish Council of a discussion that he had with PC Bartley McDonagh who stated that he was not impressed with the Parish Council's treatment of PCSO Alex Nuthall at the October Parish Council meeting. When he attended the September Parish Council meeting he explained the position with the parking on Dovecote Lane and although taking action on the law that was available to them it was mainly to educate people on how their parking was affecting other road users. He had spoken to people parking at the top of the hill and the police had carried out some speed camera work. He stated that there should be co-operation between the Police and the Parish Council – not the intimidation by the line of questioning to PCSO Alex Nuthall from some of the Parish Councillors. The Chairman, on behalf of the Parish Council is to make apologies to the Police.

Mr. David Gillespie (Chairman, Credenhill Social Club) informed the Parish Council that there were problems of anti-social behaviour and litter problems surrounding the Social Club. A short-term solution has been put in place. From 1st January 2018, the club is to enforce the existing rule of no children under the age of 12 after 9.00pm. As a long-term solution Mr. Gillespie wishes to erect a fence between the Social Club and the Pre-School. A picket fence of approx. 3ft high would be erected with the Social Club paying for the materials and labour costs. A swing-gate would be put in the fence (no locks). Proposed by Councillor Mrs Emma Baxter and Seconded by Councillor Andrew Slater that the fence be erected. Councillor Adrian French was against the proposal.

Clair Stenhouse gave an up-date on the Pre-school. Numbers were not yet up to capacity. However, the Parents and Toddlers group was proving a success.

She acknowledged that the rent was to remain at £750.00 per month and explained that with the present capacity any increase would be difficult to fund. The kitchen was in need of repair work and the Parish Clerk was asked to put this on the Agenda for the December meeting.

Clair Stenhouse requested that outside fires be allowed on the premises. Councillor Andrew Slater requested that a Risk Assessment procedure be submitted before approval. It was also proposed that a Woodland area be planted. The Parish Council requested that Clair Stenhouse put forward a plan of the trees to be planted as it was envisaged that the Mowing Contractors would have difficulty with mowing around the trees.

5.0 Minutes

Following a proposal by Councillor Mrs Dot Pullen and Seconded by Councillor Adrian French it was resolved that the Minutes of the Ordinary Parish Council Meeting held on the 18th October 2017, having been previously distributed were unanimously confirmed as true records and Signed by the Parish Council Chairman.

6.0 Financial Information:

Account balance 30 September 2017
Current account: £1,502.38
Reserve account: £33,415.56
Total bank balance: £34,917.94

Direct Debits

| | |
|----------------------------------|---------------|
| British Gas (20.10.2017) S. Club | 17.67 |
| British Gas (10.10.2017) | 7.27 |
| British Gas | (7.27) |
| Welsh Water (01.11.2017) | 7.00 |
| Total payments | £24.67 |

Payments received:

| | |
|--------------------------------|------------------|
| Rent (02.10.2017) | 750.00 |
| Rent (01.11.2017) | 750.00 |
| Football Receipts (not banked) | 50.00 |
| Total received | £1,550.00 |

Cheques to authorise:

| | |
|---------------------------|--------|
| C Powell – October | 367.50 |
| M. Scott PC/RFO (October) | 356.00 |
| M. Scott – Expenses | 35.24 |
| HMRC | 89.00 |

| | |
|---|------------------|
| Pip Printing | 328.90 |
| Grant Thornton | 240.00* |
| Wraith Solutions (Website) | 99.60* |
| Playsafe Ltd.(Rospa inspection) | 270.00* |
| H.F.A.S. Ltd. (Fire Alarm & Emergency Lights) | 96.00* |
| Countywide Maintenance Ltd. | (156.00)* |
| Poppy Wreath | 50.00 Note a |
| Total | £1,776.24 |

Includes VAT @ 20%

Note a - Paid Cash from Football receipts not banked.

Debtors

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

Social Club Recharge of Car Park Lights £37.05

C. Hall “ “ £37.05

VAT Reclaim £806.17

Closing balance £34,667.03 (Opening balance £34,917.94 - £250.91)

Community Account: £501.47

Community Reserve Account £33,415.56

Deposit – Credenhill Pre-School: £750.00

Proposed by Councillor Andrew Slater and Seconded by Councillor Mrs Emma Baxter that it was **resolved** that the above payments are paid from the parish funds.

7.0 Planning Applications Received

Planning Application 173482- Town Well, Station Road, Credenhill. Proposed installation of wood burning, multi fuel stove with a modern flu within existing chimney. The building is Grade 2 listed. No comments were made by the Parish Council.

Up-date on Planning Application 173033 – Building at Station Road, Credenhill (Retrospective). The Parish Clerk had contacted Planning Department questioning the fact that as Herefordshire Council had submitted the original application they should be submitting the retrospective use. Planning department replied that Councils Property Services should be contacted.

8.0 To receive reports from working groups

8.1 Community Hall (Adrian French): Following a proposal from Credenhill Social Club and supported by Clair Stenhouse, the Parish Clerk was requested to inform the Community Hall of the proposed fence.

8.2 Footpaths (Paul Burrige): Nothing to report.

8.3 Planning (Terry Smissen/Andrew Slater): Refer to Item 7.

8.4 Shops (Dot Pullen): Nothing to report.

8.5 Flood Alleviation Scheme (John Beavan/Ray Rose): Awaiting details from Mr. Paul Tucker.

8.6 Schools (Emma Baxter): Nothing to report

8.7 Roman Park (Andrew Round) The Parish Clerk was requested to contact Sovereign Play Systems to arrange an appointment. Proposed by Councillor John Beavan and Seconded by Councillor Mrs Dot Pullen that the Parish Clerk contact the National Lottery as to the possibility of obtaining funding.

9.0 Diary Action

- 9.1 Fire inspection at the Youth Resource Centre. Noted.
- 9.2 Annual boiler check carried out. Confirmed by Clair Stenhouse. Still awaiting invoice.
- 9.3 Annual Risk Assessment for Youth and Resource Centre. Request to Clair Stenhouse.

10.0 Matters arising since last meeting (Chairman Lead)

- 10.1 Rospa Report had been completed and distributed to the Parish Councillors. Proposed by Councillor Andrew Slater and Seconded by Councillor Adrian French that the recommendations be carried out, mainly tidying up and painting equipment. Proposed by Councillor John Beavan and Seconded by Councillor Andrew Slater that three quotes to be obtained for playbark and repair of wooden boards.
- 10.2 Parish Council Risk Assessment prepared and distributed to the Parish Councillors.
- 10.3 External Audit Report received from Grant Thornton. xxxxx.
- 10.4 Budget Report prepared and distributed to the Parish Councillors. A final decision as to the 2018/2019 Precept Levy would be decided at the December 2017 meeting.
- 10.5 Refer to Item 4.
- 10.6 The Parish Clerk stated that she had made enquiries as to applying for a grant from The British Heart Foundation.
- 10.7 Quotation received for replacement windows in changing rooms at Roman Park in the sum of £142.00 plus VAT. Proposed by Councillor Andrew Slater and Seconded by Concillor Mrs Dot Pullen that the quote be accepted. The Parish Clerk to make the necessary arrangements.
- 10.8 Up-date on dispensation procedures guide for Parish Councils. Noted.

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 20 December 2017 at 7.30pm.

The Chairman declared the meeting closed at 9.45pm.

Councillor Mr Terry Smissen Chairman

Signed.....

Date.....