



## **MINUTES OF AN ORDINARY MEETING OF CREDENHILL PARISH COUNCIL HELD IN THE YOUTH AND RESOURCE CENTRE ON 20 December 2017**

### **PRESENT:**

Councillor Mr Terry Smissen Parish Council Chairman  
Councillor Mr Andrew Slater Vice-Chairman  
Councillor Mr Ray Rose  
Councillor Mr John Beavan  
Councillor Mrs Dot Pullen  
Councillor Doctor Richard Baxter  
Councillor Mr Andrew Round

Ward Councillor Mr Robert Matthews

The Chairman Mr Terry Smissen and Vice Chairman Mr Andrew Slater to take notes for the Clerk to draw up the minutes.

**The Chairman opened the meeting at 7.30pm**

### **1.0 Apologies for Absence**

Councillor Paul Burridge and Councillor Mrs Emma Baxter and Councillor Adrian French. None received from Councillor Paul Carton.

### **2.0 Declaration of Interest & Dispensation**

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

### **3.0 Speakers:**

Mr Bob Matthews advised the Parish Council that the land at the top of the village, Cross Farm has been purchased by a local builder who has submitted a new application for eight dwellings. The previous application has expired, and had conditions supporting an entrance and bus stop improvement under section 106. These conditions will not apply to the new application. Mr Bob Matthews had discussion with the new owners and developer and they agreed to cover the work under the previous condition only if they are able to carry out the work for cost reasons.

He is still having discussions with the camp over the footpath leading from the camp entrance to Burghill Road.

The speed calming, 20mph limit and road improvements are still under discussion and have not been finalized for consultation and will be reported at the next meeting

### **4.0 Public Question Time**

The Chairman had received two telephone calls regarding the snow that laid on the 9th December, which had caused some disruption in the village. The first complaint was with regards to the pavements which had not been cleared and that a child had fallen with some injuries. This was aired on face book and reported to the Chairman by Mr Lee

Harper-Smith. The Chairman had advised that the County Council was responsible for Highways and Footpaths and had concentrated on the main routes to ensure services were maintained. He also said that some pavements had been cleared by residents and suggested that was probably the best remedy. The Parish Council is not resourced to carry out such a large task. The second caller asked why the grit bins had been removed from the steps leading to Trenchard Avenue and those opposite Mill Lane. Councillors who had served on the PC for some time said they had been removed because they had been used to dump litter and also had been used to urinate and filled with human waste.

### **5.0 Minutes**

Following a proposal by Vice-Chairman Andrew Slater and seconded by Councillor Mrs Dot Pullen, it was resolved that the Minutes of the Ordinary Parish Council Meeting held on the 15th November 2017, having been previously distributed were unanimously confirmed as true records and signed by the Parish Council Chairman.

### **6.0 Financial Information:**

Account balance 31 October 2017  
 Current account: £1,251.47  
 Reserve account: £3,415.56  
 Total bank balance: £34,667.03

#### **Direct Debits**

British Gas (24.11.2017)	12.33
<b>Total payments</b>	<b>£12.33</b>

#### **Payments received:**

Rent (01.12.2017)	750.00
C.C.N.	205.00
C. Hall – recharge of lights	37.05
VAT Reclaim	806.17
<b>Total received</b>	<b>£1,798.22</b>

#### **Cheques to authorise:**

C Powell – November	296.50
M. Scott PC/RFO (November)	280.00
M. Scott – Expenses	52.66
HMRC	70.00
Pip Printing	328.90
Timber Play (Zip Wire)	1,806.10*
Countywide Maintenance Ltd. (October)	696.00*
<b>Total</b>	<b>£3,530.16</b>

\* Includes VAT @ 20%

Timber Play (10% discount given)

£2,000 to be transferred from Deposit Account

#### **Debtors**

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

**Closing balance £32,922.76 (Opening balance £34,667.03 - £1,744.27)**

**Community Account: £757.20**

**Community Reserve Account £31,415.56**

**Deposit – Credenhill Pre-School: £750.00**

6.1 The Financial Statement was explained by Vice-Chairman Andrew Slater including the Closing balance of £32,922.76.

The Councillors discussed the statement including the debits and payments and the authorization of cheques to creditors. Councillors also expressed that they are still not given a clear explanation as to what the payments are to the creditors. This must be implemented by the next meeting and a more in-depth explanation on each item must be given. Proposed by Councillor Mrs Dot Pullen and Seconded by Vice-Chairman Andrew Slater that it was **resolved** that the above payments are paid from the parish funds.

6.2 Councillor Ray Rose questioned the payments to CountryWide Maintenance Ltd. and stated that we are over paying by £36.00. The clerk is to rectify this overpayment by the next meeting and give assurance to the Parish Council at the next meeting that this has been done.

6.3 The precept was discussed and in view of expenditure expected in the forthcoming year, Councillors agreed that the precept should rise to £23,000. This was Proposed by Councillor Andrew Round and seconded by Councillor Mrs Dot Pullen. Agreed.

## **7.0 Planning Applications Received**

Planning Application 173033- Building at Roman Park ( Retrospective use). Continued use of existing consent has still not been received yet by the Parish Council. It was discussed at great lengths as to who was responsible for the building as it was originally built by AMEY. The signing over of the building cannot be confirmed so the Councillors have asked that the Parish Clerk search the archives for any documentation that would give an indication that the Parish Council has the responsibility for the building.

## **8.0 To receive reports from working groups**

8.1 Community Hall No report received

8.2 Footpaths No report received

8.3 Planning TS/AS Already discussed in item 7.0.

8.4 Shops DP Concern was expressed about the growth of the hedges surrounding the car park at the shops and the amount of rubbish within its depths. It was asked if the Parish Clerk had written to the shop keepers but the Chairman was unable to answer. It was proposed by Councillor Andrew Round and Seconded by Councillor Doctor Richard Baxter that a quote for the hedges be requested for this work to be carried out and the shop keepers be approached to share the cost. It was also requested that the Locality Steward be requested to sweep the pavements at the shops and the pavement opposite the Waterside turning.

8.5 Flood Alleviation Scheme JB/RR The report as to the state of the culvert before the work commenced on the flood alleviation scheme has been received from Balfour Beatty but the Councillors wish for a further report when the Culvert was completed. Mr Bob Matthews said he would request a report to be sent to the Parish Council. Councillor John Beavan has requested that the archives be checked to confirm the actual part of the culvert the Parish Council is responsible for.

8.6 Schools No report received

8.7 Roman Park AR Councillor Andrew Round handed £150.00 to Vice-Chairman Andrew Slater to pay in to the bank for use of the football pitches. He also requested that the amount is shown in the accounts and also the £50.00 paid in November. It was stated that this money was used to pay for the Remembrance Day Wreath which was £50.00 but it still should be recorded as an income and expenditure. Councillor Andrew Round also requested that the mole catcher be requested as soon as possible and that he also be requested to do the Churchyard at the same time. This was agreed.

## **9.0 Diary Action**

9.1 Grass Cutting, Weed Killing and Hedge Cutting Contracts to be discussed at the next meeting. Clerk to add to the Agenda. A volunteer is needed to oversee the contract for the whole period of contract.

**10.0 Matters arising since last meeting (Chairman to lead)**

10.1 Councillor Doctor Richard Baxter asked what the outcome from the triangle piece of land in Ecroyd Park. This land had been no mansland for some time and Councillor John Beavan said that they were advised to put the sign up regarding the maintenance of the ground so as to keep it tidy and also lay some claim to it by keeping it in a clean and tidy condition. The Chairman stated the land had not been maintained for some time and looks quite untidy. The residents near to this area had checked the land registry and the land is not recorded as owned by any one. At times vehicles have been parked on the area and residents feel they have a right to do so.

10.2 The West Mercia Constabulary and HVOS held another young peoples event at the village hall and requested that £60.00 for the use of the hall be paid from the youth fund. Agreed.

10.3 Seat at the top of the village It was agreed to send a letter to thank Emma Jones.

10.4 As in item 6.3 Councillors agreed that the precept should rise to £23,000. This was Proposed by Councillor Andrew Round and Seconded by Councillor Mrs Dot Pullen.

**11.0 Items to be discussed at the next meeting**

11.1 Request Craig Powell to clean the triangle area in Ecroyd Park.

11.2 A quote required to replace the boards around the spider frame and a update on the Wood Bark and Foam for under this equipment.

11.3 Key Register still required.

11.4 Update on over payments on grass cutting.

11.5 A complete review on weed killing to include the COSH Risk assessment of the type used. A breakdown of the work carried out in line with the contract. Accessibility to the Youth Resource Centre to carry out work.

11.6 Action Column on the minutes indicating who is responsible to carry out the item. Clerk to carry this out.

11.7 Clerk to arrange hedge cutting and weed killing as stated in appropriate contract.

11.8 Councillor Ray Rose proposed that the archived information be sorted and placed in one place and filed away for easy access in the future. It was also suggested that it may be necessary to pay some one to do this.

**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 17th January 2018 at 7.30pm.

The Chairman declared the meeting closed at 9.45pm.

Councillor Mr Terry Smissen Chairman

Signed.....

Date.....