

CREDENHILL PARISH COUNCIL



MINUTES OF THE ORDINARY PARISH COUNCIL MEETING **HELD AT CREDENHILL COMMUNITY HALL ON 18th JANUARY 2023**

PRESENT:

Councillor Mr. Andrew Slater (AS), Miss. Deanna Pennington (DE), Councillor Mr. Paul Burrige (PB), Councillor Mrs Sandra Cheasley (SC), Councillor Mr. Dan Fellows (DF), Councillor Mrs Dot Pullen (DP), Councillor Mr Paul Warrington (PW), Councillor Ms. Rebecca Norton (RN).

Ward Councillor Mr. Bob Matthews (BM).

Parish Council Clerk/RFO – Mr. Lee Harper-Smith (Clerk)

1 Members of the Press /Public present.

Due to the absence of ML it was agreed that AS would chair the meeting.

The Chair opened the meeting at 7.31 pm.

1. Apologies for Absence - To receive and accept apologies for absence.

Councillor Mr. Martin Leaton Chair (ML), Councillor Miss. Jenni Hurcomb Deputy Chair (JH), Councillor Mr Paul Beechey (PA), Councillor Revd. Rana Davies-James (RD).

2. Declarations of Interest & Dispensations

2.1. No declarations of interest in agenda items from Councillors received.

2.2. No written applications for dispensation received.

3. Speakers

Opportunity for visiting speakers to address council and the public in attendance.

3.1. Update from Ward Councillor Bob Matthews:

- 23 Tedder Avenue – The new parking is in highways ownership therefore the previous comments are still valid. Await comments and advice from highways.
- 81 Ecroyd Park – Enforcement have followed up previous concerns raised.
- TRO at Dovecote Lane is on the list and hoping a letter from school will help to move priority up.
- Bus shelter to be installed in Easter holiday.
- Children's services budget increased meaning other areas will have reduced budgets. Lack of vision in budget for this year.
- Multistorey carpark at old bus station proposed by BM and agreed by full council.

4. Public Question Time

Opportunity for members of the public to raise issues or ask the Parish Council questions.

Mr Johns provided an overview of his planning application for a new 3-bedroom dwelling at number 23 Teddar Avenue. Since the previous application new parking for up to 5 vehicles has been installed in the grass area between the road and the existing property/proposed property. The kerb had been dropped with consent from highways and whole area tarmacked. Other new properties in the street had gone ahead without parking within the bounds of the land owned by the residents and couldn't see any difference between his proposal and what had already been done. He had considered parking to the rear of the proposed dwelling however this would involve access across the footpath with poor visibility and in reality, it would not be used; the vehicles would be parked to the front of the property. He noted comments from neighbours about light, views and privacy however said that these aspects would be no different to the existing properties and the new property would remove the unsightly gym and lean to and therefore would improve the area. When questioned about the lack of a climate compliance, biodiversity and ecology compliance checklist he said that he was open to installing solar on the south facing roof of the new dwelling.



5. Minutes

DP proposed to approve and sign the Minutes as a true record of the Ordinary Parish Council Meeting held on 14th December 2022, seconded by DE.

6. Matters arising since last meeting:

6.1. An update on the Resource Centre was provided by the clerk. It was proposed by DP and seconded by PW to support the proposed scope of works and plans for the resource centre that will be included in the lease.

It was proposed by RN and seconded by PB to enter into a short-term licence agreement with the Life and Soul Kitchen which would bridge the gap between now and when the lease is signed, transfer bill responsibility to the tenant and ensure a rental income from April 2023 as per budget. The same terms as the lease would be included with 1 months' notice or the ability to cancel the licence should the lease be signed. Clerk to action ASAP.

6.2. The Warm Spaces scheme has been operating since the 12th January in the Community Hall. This has been well received by the members of the Knit and Natter group however the up take to date has been low. This is down to lack of knowledge of the scheme, it will be advertised in February CCN, the scheme will be reviewed regularly to assess its need.

DE suggested that it may be helpful if the bus entered the Community Centre and dropped off residents closer to the hall. Clerk to investigate if it is possible.

6.3. The clerk provided an update following the Water Leak in the Changing Rooms. The cost to repair has been £420 to repair the plumbing and electrics, it is expected that the water bill will be £1500 when received in March. The clerk has instructed the football team to turn off the water at the main between games.

6.4. We have been made aware of some Iron Sculptures that were donated to Stretton Sugwas by Sustrans in 2014 but have been in storage since then, did we want them? BM agreed to discuss the matter with Stretton Sugwas and to advise if they are still wanted in Stretton Sugwas and the reasons why they were not installed.

6.5. DE proposed to approve the following draft tender documents, seconded by DP:

- Weed Control 2023/24
- Grass Cutting 2023/24
- Hedge Trimming 2023/24
- Newsletter Printing 2023/24

Clerk to distribute to suppliers and publish on website/social media.

7. Financial Reports – Appendix A & B

7.1. Confirmation of Bank Balances

7.2. Receipts

7.3. Invoices for Payment

7.4. Budget to Actual Year to Date Comparison

DF proposed to approve the financial reports as a true record with the addition of an invoice from Ben Armstrong Plumbing and Heating Services for £180.00 for emergency repairs to the changing rooms, seconded by PW.

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DP proposed to write off the debt owed by Credenhill FC second by PW

8. Planning (PA, AS)

Reference	Details	CPC Status	HC Previous Status	HC New Status
P223869/FH	70 Glebe Close - Proposed removal of utility room and garage, replacement extension and front porch cover.	NEW	NEW	Comments by 12/01/2023
P223398/F	23 Teddar Avenue - Proposed demolition of gym and undercover storage and erection of 3-bedroom dwelling	NEW	NEW	Comments by 12/01/2023
P221996/FH	37 Centurion Way - Storage shed and wooden playhouse in front garden areas. (Retrospective)	Comments Submitted - Object	Comments by 21/09/2022	Determination by 12/10/2022
P203873/FH	81 Ecroyd Park – Erection of New 2 storey dwelling	Comments Submitted - Object	Approved with Conditions	Condition 12 Enforcement

P223869/FH - 70 Glebe Close

The proposal is in keeping with other extensions in the area with no objections from residents following written consultation with them by the Parish Council and the applicant has already agreed the plans with their neighbours. The Parish Council is therefore in support of this application.

P223398/F - 23 Teddar Avenue

The Parish council note several objections have been raised by nearby residents as well as several comments in support of the application and ask the planning officer to consider these when making a decision.

Mr Johns attended the parish council meeting on 18th January and explained that he had obtained permission to drop the kerb and install 4/5 tarmacked parking spaces on the grass area between the property and the highway meaning that the original property and new property had access to up to 5 off road parking spaces. He noted that other new dwellings had been built in the street (19a and 21a) without the required off road parking being within the circulate of the property and could now see why this would be an issue.

The Parish Council felt that the parking issue is a matter for highways who are yet to comment on the application however the layout of the estate does make it difficult to provide further off-road parking.

The Parish council feel that the design of the property is in keeping with the existing dwellings and with no properties to the north there would be no loss of light from surrounding properties. The south facing roof would present an opportunity to include solar panels within the development; something the applicant was verbally open to at the meeting even though the climate compliance, biodiversity and ecology compliance checklist had not been submitted as part of the application.

The design does however terrace the existing property meaning a loss of front to back access for the existing property something the applicant may wish to resolve from the rear of the properties.

Once the above matters are resolved we can support the application.

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9. To receive reports from working groups

9.1. Finance (AS, JH, ML) - Precept submitted in January following receipt of the base rate.

9.2. Community Hall (DE)

- more interest from groups/parties
- Petanque are now sending a representative to the meetings.
- Panto – 23rd – 25th February

9.3. Footpaths (PB) – No reports. PB has asked if he could have an A2 print of the definitive map showing the footpaths in the Parish. Clerk to investigate.

RN reported that the small bridge was now very dangerous – Clerk report to Woodland Trust.

9.4. Shops/Businesses (DP) – Nothing to report.

9.5. War Memorial (DE/ML) – No update

9.6. Flood Alleviation Scheme (PB) – During the high water the grill had got blocked on 2 occasions, volunteers had cleared it and the water subsided soon after (see appendix C).

9.7. Schools (RD) – No update

9.8. Roman Park (DF, RN, ML, SC) – Rospa has been booked for March.

9.9. Social Club (PA) – Minutes received, nothing new to report.

9.10. Asset Management (ML, PW, JH) – No update

9.11. A480 Bus Shelter (PW, PA, DE, AS, ML) – Planned for Easter Holiday however a number of small trees need removing as well as a couple of large branches from the big tree overhanging the proposed shelter location. Clerk has emailed to ensure this work is done before bird nesting.

- Climate Change (SC, DF, JH, EJ) – Emma Jones (EJ) agreed to be involved. Clerk to arrange meeting

10. Public Question Time

Further Opportunity for members of the public to raise issues or ask the Parish Council questions.

PB noted that a diversion sign has appeared on the village green and wondered how long this would be in place as it impeded vision? Clerk to check.

DP noted that the Funeral of June Jones is on 2nd February, the Hearse will be leaving the Social Club at 9:30 and the service will be held at the Crematorium. June had delivered the CCN for many years and as recently as November as well as raised a lot of money for the Social Club. The Parish Council would like to thank June for her contribution to the community; her caring and colourful character will be greatly missed.

11. Confirmation of the next Ordinary Parish Council Meeting, Time, Date & Place.

7.30 pm, 15th February 2023, at Credenhill Community Hall; a summons and notice will be provided nearer the time.

The Chair declared the meeting closed at 21:21.

Councillor Mr Martin Leaton Chair

Signed.....

Date.....

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Appendix A - Financial Information

Income & Expenditure		Lloyds Current	Lloyds Reserve	Total
30/11/2022	Opening Balance	5,487.31	41,692.80	47,180.11
Receipts				
09/12/2022	Lloyds - Interest Received		10.72	10.72
19/12/2022	HMRC - VAT Reclaim	9,149.93		9,149.93
23/12/2022	Credehill Nursery - Water Rates 2 of 3	181.07		181.07
Total Received in Period		9,331.00	10.72	9,341.72
Payments				
02/12/2022	ICO - Annual Data Protection Fee	-35.00		-35.00
08/12/2022	British Gas – Electricity Resource Centre	-32.66		-32.66
13/12/2022	NEST – Pension November 2022	-208.98		-208.98
14/12/2022	Mr L Harper-Smith – Expenses Nov 2022	-51.38		-51.38
14/12/2022	Mr L Harper-Smith – Wages Nov 2022	-678.20		-678.20
14/12/2022	Mrs E Jones – Wages Dec 2022	-388.08		-388.08
14/12/2022	Mrs E Jones – Expenses Nov 2022	-6.00		-6.00
14/12/2022	HMRC – PAYE Nov 2022	-22.00		-22.00
14/12/2022	Signworx – Community Newsletter Dec 2022	-399.00		-399.00
14/12/2022	Mark Wozencroft – Removal of Dead Tree at Resource Centre	-400.00		-400.00
14/12/2022	Hereford Clean Up Group- Grant Spend (Wet & Dry Vacuum)	-74.99		-74.99
14/12/2022	Mr C Powell – Maintenance Nov 2022	-166.50		-166.50
14/12/2022	Hfd Fire Alarm Services – Resource Centre 6-month Service	-108.00		-108.00
19/12/2022	British Gas – Gas Resource Centre	-35.46		-35.46
20/12/2022	British Gas – Electricity Carpark Lights	-26.98		-26.98
23/12/2022	British Gas – Electricity Resource Centre	-28.66		-28.66
28/12/2022	British Gas – Gas Resource Centre	-33.72		-33.72
Total Spent in Period		-2,695.61	0.00	-2,695.61
Transfers				
Total Transfers in Period		0.00	0.00	0.00
31/12/2022	Closing Balance	12,122.70	41,703.52	53,826.22
Payments to Authorise				
18/01/2023	Mr L Harper-Smith – Expenses Dec 2022	-37.88		-37.88
18/01/2023	Mr L Harper-Smith – Wages Dec 2022	-678.00		-678.00
18/01/2023	Mrs E Jones – Wages Jan 2023	-320.25		-320.25
18/01/2023	HMRC – PAYE Dec 2022	-22.20		-22.20
18/01/2023	Highground Maintenance – Additional Cut/Line Marking	-158.26		-158.26
18/01/2023	Dave Massey Gas Services – Resource Centre Repairs	-120.00		-120.00
Total Payments to Authorise		-1,332.59	0.00	-1,332.59
Transfers to Authorise				
18/01/2023	Transfer from Current Account to Reserve	-7,000.00	7,000.00	0.00
Total Transfers to Authorise		-7,000.00	7,000.00	0.00

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ASSETS	Cash & Bank				Balance
	Lloyds – Current Account (after payments)				3,786.11
	Lloyds – Reserve Account (after transfers)				48,703.52
	Uncleared Cheques				0.00
	Total Cash & Bank				52,489.63
	Debtors	No Due	Overdue		Total
	Credenhill FC – Pitch Hire		120.00		120.00
	The Broadleys FC – Pitch Hire/Maintenance	50.00			60.00
	Credenhill Nursery Ltd - Recharge of Water Bill (3of3)	181.08			181.08
	Electrics Fixed – CCN Advertising	180.00			180.00
	Total Debtors	411.08	120.00		531.08
	Other Debtors				
	Total Other Debtors	0.00	0.00		0.00
	TOTAL ASSETS				53,020.71
LIABILITIES	Creditors	Not Due	Overdue		Total
	IONOS – Web Hosting/Domain	8.40			8.40
	Herefordshire Council – Trade Waste 01/01-31/03/23	119.08			119.08
	British Gas – Gas Resource Centre	4.75			4.75
	British Gas – Electricity Changing Rooms	53.61			53.61
	British Gas – Electricity Resource Centre	31.16			31.16
	British Gas – Electricity Carpark Lights	32.13			32.13
	Total Trade Creditors	249.13	0.00		249.13
	Other Liabilities				
	Defibrillator Fund	423.90			423.90
	NEST Pension Payments Owing	206.95			206.95
	Youth Club Funds	745.26			745.26
	VAT at 20% to be reclaimed from HMRC	-67.36			-67.36
	VAT at 5% to be reclaimed from HMRC	-11.72			-11.72
	Total Other Liabilities	1,297.03	0.00		1,297.03
	TOTAL LIABILITIES				1,546.16
	TOTAL				51,474.55
Restricted Reserves	Current Budget	Income	Expense's		Budget Remaining
	Road Safety Improvement Fund	37,936.14	1,592.00	39,527.90	0.00
Un-Restricted Reserves– per Budget/Agreed Movement					
	Credenhill Bloomers Group	173.02	350.00	-672.65	0.00
	Culvert Repairs	32,250.00	-1,592.00		30,658.00
	Local Grants	3,000.00	1,425.00	-4,424.44	0.00
	New Signs for Community Centre	1,309.00		-1,309.00	0.00
	Roman Park	38,014.47		-28,408.22	9,606.25
	Roman Park Changing Rooms Planning Fee	445.00		65.00	380.00
	War Memorial Improvement Fund	1,000.00			1,000.00
	Repairs & Renewals	8,726.75	2,773.00	-5,637.91	5,861.84
	Total Projects Budget Requirement				47,506.09
	Operating Fund (Cashflow)				3,968.46
	TOTAL				51,474.55



Appendix C – Yazor Brook

The 2 white lines show when the 2 occasions that the local volunteer cleared the grill of debris.

