

CREDENHILL PARISH COUNCIL



MINUTES OF THE ORDINARY PARISH COUNCIL MEETING **HELD AT CREDENHILL COMMUNITY HALL ON 15th MAY 2024**

PRESENT:

Councillor Mr. Martin Leaton Chair (ML), Councillor Mr. Andrew Slater Deputy Chair (AS), Councillor Mrs Dot Pullen (DP), Councillor Mr Paul Beechey (PA), Councillor Mrs Sandra Cheasley (SC), Councillor Miss. Deanna Pennington (DE), Councillor Mr Paul Warrington (PW).

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

1 Member of the Press /Public present.

The Chair opened the meeting at 7.33 pm.

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

Councillor Revd. Rana Davies-James (RD), Councillor Mr. Dan Fellows (DF), Councillor Mr. Paul Burrridge (PB), Ward Councillor Mr. Bob Matthews (BM).

2. Declarations of Interest & Dispensations

- 2.1. No declarations of interest in agenda items from Councillors.
- 2.2. No written applications for dispensation

3. Speakers

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

None

4. Public Question Time

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

Ray Rose raised concerns about the footpath along station road having large stones, fencing boards and weeds coming from neighbouring properties in Trenchard Avenue. Clerk to raise with BBLP

5. Minutes

DP proposed to approve and sign the minutes of the Ordinary Parish Council Meeting held on 17th April 2024, seconded by PA.

6. Matters arising since last meeting:

- 6.1. The outcome of the Ecroyd Park Play Area, play equipment consultation event on 12th May 2024 was discussed (Appendix B). The proposal from Creative Play coming out as the clear favourite by those who attended. AS proposed to select the design by Creative Play, seconded by RD. Clerk to inform supplier and arrange for installation.

ML noted that it may be feasible to install a safety barrier outside the entrance. PB suggested we use funds from the bus stop as it relates to road safety. Clerk to follow up.
Also to investigate costs/options for a gate and bench.

- 6.2. Clerk provided an update from Local Plan 2021-2041 Presentation meeting including the benefits of having an NDP.
- 6.3. Clerk provided an update from meeting with RO Stars Hereford football team, awaiting plans and costings from football team before progressing.
- 6.4. Clerk provided an update on the proposed Pharmacy, ongoing consultation awaiting outcome.

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- 6.5. Requested received from St Mary's Primary School requesting a school sign on Station Road, clerk to follow up with BM.
- 6.6. Correspondence received from Growing Point about use of area between Hall and Café as a community garden. PC confirmed agreement in principle, awaiting completion of easement currently with Herefordshire Council Legal.
- 6.7. Advanced notification of Fireworks on 6th July 2024 was welcomed and noted.

7. Financial Reports – Appendix A

- 7.1. Confirmation of Bank Balances
- 7.2. Receipts
- 7.3. Invoices for Payment

PA proposed to approve the finances with the addition of the insurance as a true record, seconded by PB.

8. Planning (PA, AS)

Reference	Details	CPC Status	HC Previous Status	HC New Status
P240032/F	Land at 23 Teddar Av - Proposed demolition of playroom and undercover storage area and erection of 3-bedroom dwelling.	Comments Submitted – Mixed	Determine by 19/03/2024	Determine by 19/03/2024

Highways have now agreed to the access on the condition that the fence adjacent to the parking spaces is removed from the plan and a condition incorporated to not allow a fence here at anytime in the future. Awaiting outcome.

9. To receive reports from working groups

- 9.1. Finance & Asset Management (AS, ML, PW) – The 2023/24 accounting records have been passed to the internal auditor, once sign off complete they will be submitted to the external auditor.
- 9.2. Community Hall (SC, AS) – See Appendix C
- 9.3. Footpaths (PB) – No Reports
- 9.4. Shops/Businesses (DP) – DP raised concerns about visibility due to overgrown hedge. Clerk to raise with Herefordshire Council.
- 9.5. War Memorial (ML) – RD to speak to Diocese
- 9.6. Schools (RD) – Weobley school bus is back to the same issues. RD seen issues twice. Clerk to school.
- 9.7. Roman Park (DF, ML, SC) – SC raised concerns about the quality of grounds maintenance. Agreed to monitor.
- 9.8. Social Club (PA) – Committee passed on its thanks to the Parish Council for the grant which has now been spent on all works detailed. Finances are better and upcoming events calendar should see improvements in footfall.
- 9.9. Climate Change (SC, DF, EJ) – No Update
- 9.10. Credenhill Community Club (PW) – The club has 22 members, 6 from the parish, ongoing discussion about future plans for the club and building, no actions for PC.

10. Public Question Time

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

DE raised concerns about the verges on the A480. Clerk to report them.

ML mentioned the Cider mill needs progress, clerk to follow up.

ML said that the Yazor Brook reeds clearance is now planned in.

ML confirmed that a voluntary weeding party will be held at the Bus Stop on Wednesday 29th May at 2pm.

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11. Confirmation of the next Meetings, Time, Date & Place.

The next ordinary Parish Council meeting will be at 7.30 pm, 19th June 2024, at Credenhill Community Hall.
A summons and notice will be provided nearer the time.

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The Chair declared the meeting closed at 21:02.

Councillor Mr Martin Leaton Chair

Signed.....

Date.....

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Appendix A - Financial Information

Income & Expenditure

		Lloyds Current	Lloyds Reserve	Total
31/03/2024	Opening Balance	3,194.26	36,128.58	39,322.84
Receipts				
02/04/2024	RO Stars - Roman Park Hire	50.00		50.00
02/04/2024	Credenhill Social & Sports Club – Annual Rent	1.00		1.00
03/04/2024	Electrics Fixed – CCN Advertising	180.00		180.00
08/04/2024	Tolley – CCN Advertising	60.00		60.00
09/04/2024	Lloyds - Interest Received		30.01	30.01
11/04/2024	HMRC – VAT Reclaim	7,873.79		7,873.79
11/04/2024	Life & Soul Kitchen – Rent	628.00		628.00
15/04/2024	WASP Guys - CCN Advertising	93.00		93.00
19/04/2024	Herefordshire Council – Precept		21,928.50	21,928.50
24/04/2024	2 x Coronation Mugs	20.00		20.00
25/04/2024	Life & Soul Kitchen – Water Rates	49.98		49.98
	Total Received in Period	8,955.77	21,958.51	30,914.28
Payments				
02/04/2024	Herefordshire Council – Trade Waste/Recycling	-179.74		-179.74
08/04/2024	NEST – Pension	-74.69		-74.69
17/04/2024	Mrs E Jones – Wages April 2024	-357.82		-357.82
17/04/2024	Mrs E Jones – Expenses March 2024	-21.34		-21.34
17/04/2024	Mr L Harper-Smith – Wages March 2024	-875.00		-875.00
17/04/2024	Mr L Harper-Smith – Expenses March 2024	-68.56		-68.56
17/04/2024	Craig Powell – Maintenance/Cleaning March 2024	-36.20		-36.20
17/04/2024	Barrington Print Ltd – CCN Printing April 2024	-502.00		-502.00
17/04/2024	Herefordshire Headway – Room Hire Donation	-36.00		-36.00
18/04/2024	St Marys PTFA – Section 137 Grant	-300.00		-300.00
18/04/2024	Credenhill Community Club – Section 137 Grant	-1,000.00		-1,000.00
18/04/2024	Credenhill Community Hall – Section 137 Grant	-1,000.00		-1,000.00
18/04/2024	PCC of Credenhill – Section 137 Grant	-800.00		-800.00
18/04/2024	Magna Drama Group – Section 137 Grant	-1,000.00		-1,000.00
18/04/2024	Credenhill Social & Sports Club – Section 137 Grant	-2,271.68		-2,271.68
22/04/2024	British Gas - Electricity Changing Rooms	-26.66		-26.66
22/04/2024	British Gas - Electricity Carpark Lights	-17.61		-17.61
25/04/2024	HMRC – PAYE	-98.56		-98.56
29/04/2024	Welsh Water – Water Rates Community Centre	-125.00		-125.00
	Total Spent in Period	-8,790.86	0.00	-8,790.86
Transfers				
	Total Transfers in Period	0.00	0.00	0.00
30/04/2024	Closing Balance	3,359.17	58,087.09	61,446.26
Payments to Authorise				
15/05/2024	Mrs E Jones – Wages May 2024	-357.62		-357.62
15/05/2024	Mrs E Jones – Expenses April 2024	-58.49		-58.49
15/05/2024	Mr L Harper-Smith – Wages April 2024	-907.50		-907.50
15/05/2024	Mr L Harper-Smith – Expenses April 2024	-112.33		-112.33
15/05/2024	Craig Powell – Maintenance/Cleaning April 2024	-194.09		-194.09
15/05/2024	Barrington Print Ltd – CCN Printing May 2024	-558.00		-558.00
15/05/2024	Marches Grounds Maintenance – 1/7 Grass & 1/2 Weed	-998.57		-998.57
15/05/2024	HFAS Ltd – Emergency Light Remedial Works Resource Centre	-174.00		-174.00
15/05/2024	Zurich – Insurance *	-1,673.85		-1,673.85
	Total Payments to Authorise	-3,360.60	0.00	-3,360.60
Transfers to Authorise				
15/05/2024	Transfer from Reserve to Current Account	3,000.00	-3,000.00	0.00
	Total Transfers to Authorise	3,000.00	-3,000.00	0.00

*Added during AGM, not included in totals, transfer to be increased by £1700 to include it.

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ASSETS	Cash & Bank	Balance		
	Lloyds – Current Account (after payments)			2,998.57
	Lloyds – Reserve Account (after transfers)			55,087.09
	Petty Cash			0.00
	Total Cash & Bank			58,085.66
	Debtors	No Due	Overdue	Total
	The Life & Soul Kitchen Ltd – Rent/Water Recharge	628.00		628.00
	RO-Stars Hereford – Roman Park Hire Fees	50.00		50.00
	Herefordshire Council – Bus Stop Fence Recharge	576.70		576.70
	Total Debtors	1,254.70	0.00	1,254.70
	Other Debtors			
	Total Other Debtors	0.00	0.00	0.00
	TOTAL ASSETS			59,340.36
LIABILITIES	Creditors	Not Due	Overdue	Total
	British Gas – Electricity Changing Rooms (DD)	22.93		22.93
	British Gas – Electricity Carpark Lights (DD)	23.12		23.12
	Herefordshire Council – Ecroyd Park Land & Fees	1,918.63		1,918.63
	Total Trade Creditors	1,964.68	0.00	1,964.67
	Other Liabilities			
	HMRC - PAYE Owing (DD)	65.58		65.58
	NEST Pension Payments Owing (DD)	77.70		77.70
	Youth Club Funds	745.26		745.26
	VAT at 20% to be reclaimed from HMRC	-161.45		-161.45
	VAT at 5% to be reclaimed from HMRC	-4.29		-4.29
	Total Other Liabilities	722.80	0.00	722.80
	TOTAL LIABILITIES			2,687.47
	TOTAL			56,652.89



Appendix B – Ecroyd Park Consultation Result

No.	Company	Material	Cost	Vote 1st	Vote 2nd	Vote 3rd	Score	Guarantee
4	Creative Play	Wood (Steel Feet)	£17,995	8	5	2	36	2 years full, 20 years timber up rights, 10 years on other boarding.
8	Pentagon	Wood	£17,500	3	7	3	26	1 year full, 2-year timber, 15 years materials, 10-year steel ropes/plastic sheet.
1	Broxap	Wood	£17,853	4	5	2	24	2 years full, 2–10-year ex-works. 20 years available at extra cost with annual service by manufacturer.
4	Commercial Play	Wood	£17,990	3	3	2	17	
11	Sovereign	Wood	£18,631	1	1	8	13	
10	Rhino Play	Wood	£17,967	2		1	7	
2	Caloo	Wood	£20,100		2		4	
9	Proludic	Steel	£18,000	1		1	4	
12	Sovereign	Steel	£28,350	1		1	4	
6	ESP Play Parks	Wood	£18,000	1			3	
7	Kompan	Steel	£18,000		1	1	3	
3	Caloo	Steel	£20,100			1	1	
	Hags	Wood (Steel Feet) & Steel	£18,000	*Lost in the post, received second copy 13/05/2024				2 years full, 15 Year Timber, Lifetime Steel.

Appendix C – Hall Report

1. No response from SSE yet. David has chased but has heard nothing further. Replacement smart Meter also required. Direct debit not yet cancelled as he is awaiting notification of next bill to see if adjustment has been made and if not will then cancel. David is unclear whether or not the Hall should be paying 5% or 20% VAT as Hall is classed as a charity but does trade but only to cover running costs.

2. Hall desperately needs the refund above £5k to improve the bottom line and to cover any unforeseen costs that may come.

3. Life & Soul have not paid for storage since October of £10 per week. Betty to chase and catch up with Sophie. Thought the cafe was opening this week but problems with the coffee machine delayed. Nobody has seen any notification or publicity of opening date.

4. The Trustees send their thanks for PC to provide the grant funding for some new blinds in hall. Very much appreciated.

5. Roof leak is still causing concern although in this recent bad weather has seen no leaks. Any progress or comments from Paul Warrington who was going to have a look at the problem?

6. No progress with any quotes for the installation of projector and screen. None of the companies contacted have replied. Paul to chase again or think of alternatives. Magna are happy to help with the funding to assist with the hall funding. (Not sure how that stands with PC if grant funded was obtained specifically for projector works?)

7. Hot Water Boiler - Corrie advised that somebody in her group is willing to make a donation and the knitters can also help with funding of a new water boiler. This is to avoid the use of filling several kettles to provide especially tea & coffee. A bit of discussion took place as not sure where it would be sited. Betty advised Corrie she would have to speak to a plumber to advise and provide quote and a decision can then be made to go ahead or not.