

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD AT CREDENHILL COMMUNITY HALL ON 17th SEPTEMBER 2025

PRESENT:

Councillor Mr. Martin Leaton Chair (ML), Councillor Mr. Paul Beechey (PA), Councillor Mr. Chris Lewis (CL), Councillor Mrs Sandra Cheasley (SC), Councillor Mrs Dot Pullen (DP), Councillor Mr. Andrew Slater (AS), Revd. Rana Davies-James (RD).

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

3 Members of the Press / Public present.

The Chair opened the meeting at 7.30 pm.

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

Councillor Mr Paul Warrington (PW), Councillor Mrs Kelly Edwards (KE), Ward Councillor Mrs. Charlotte Taylor (CT), Councillor Mr. Paul Burridge (PB), Councillor Mr. Dan Fellows (DF).

2. <u>Declarations of Interest & Dispensations</u>

- 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.

3.1. No update from Ward Cllr Charlotte Taylor – apologies received.

4. Public Question Time

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

Residents raised concerns about parking around Hendon Drive and possible running of a business from a residential property, a connexions property – Clerk to refer the issue to Ward Councillor.

5. Minutes

- 5.1. SC proposed to approve and sign the minutes of the Ordinary Parish Council Meeting held on 16th July 2025, seconded by PA.
- 5.2. DP proposed to approve and sign the minutes of the Extra Ordinary Meeting held on 11th August 2025, seconded by CL.

6. Matters arising since last meeting:

- 6.1. Credenhill Drainage Grants update. Mill Lane works have been completed, should further capacity issues be identified then major works will be required to upgrade the pipe size. Barlands Cottage/A480 works have been approved awaiting date to be agreed for signals to be put in place, requires 12 weeks' notice. School/Station Road drains no update. Glebe Close/A480 Drainage to field; Landowner contacted again but no progress. Recent heavy storms have shown that the issue persists.
- 6.2. FAS have the cameras been repaired? Herefordshire Council have confirmed that new cameras have been procured and are awaiting installation.
- 6.3. TRO Dovecote Lane Double Yellow Lines update. Herefordshire Council have requested confirmation of funding; clerk has reminded them that money is still with them from the bus shelter works. Awaiting response.
- 6.4. Finalise dropped kerb improvements requirements for the Parish. It was agreed that a bollard needs to be added in the path between Station Road and Meadow Drive beside the shops and that the document should be renamed "Pedestrian safety & accessibility improvements" prior to submission to Herefordshire Council for the section 106 improvements. Proposed by AS, seconded by PA.

Lee Harper-Smith –Parish Clerk and Responsible Finance Officer Email: Clerk@credenhill-pc.org.uk



- 6.5. New locality steward confirmed as Philip Pankhurst (Weobley, Queenwood & Sutton Walls), clerk & ward councillor to meet and review Parish issues.
- 6.6. Policing matters:
 - New PCSO Rachael Mahoney Hereford Rural North SNT
 - Local Policing Community Charter Contract for Credenhill to remain the same for the next quarter.
- 6.7. Condition Surveys of Buildings has been completed, awaiting final report.
- 6.8. Credenhill, Bus Stop Upgrade A480/Jellicoe Way the west bound bus stop opposite Jellicoe way has been earmarked for improvements, clerk to provide updates as received. Improvements supported by Parish Council.
- 6.9. A request to use the Roman Park and changing rooms from Wye Valley Runners, new organisers of the Credenhill Canter on Sunday 28th September in aid of the Hereford Special Care Baby Unit was approved. Clerk to oversee.

7. Financial Reports – Appendix A

- 7.1. Confirmation of Bank Balances
- 7.2. Receipts
- 7.3. Invoices for Payment
- 7.4. Comparison of year-to-date actual spend compared to budget.

PA proposed to approve the financial reports and authorise the listed payment, seconded by DP.

8. Planning (PA, AS)

Reference	Details	CPC Status	HC Previous Status	HC New Status
P242989/F	Lower House Station Road - Proposed demolition of existing farmhouse and barns, with the construction of four residential dwellings (C3), including one self-build unit, along with detached garages, associated infrastructure and landscaping.	Comments Submitted – Support	Determine by 14/07/2025	Determination Made (Approved with Conditions)
P251335/PA4	Notification for prior approval for change of use of an existing steel portal frame agricultural building to a larger dwelling (Class C3).	Comments Submitted – Support	Determine by 21/07/2025	Prior Approval Given
P251758/PA1	49 Glebe Close - Application to determine if prior approval is required for proposed conservatory.	No Comments required	Determine by 12/08/2025	Prior Approval Not Required
P251908/F	Land at Town Well - Proposed conversion of stable outbuilding into a residential dwelling. Works include a two-storey extension, single storey extension, balcony and balustrade. Internal works including insulation. Proposed carport to include removal of wall.	Comments Submitted – Object	Comments by 14/08/2025	Determine by 11/12/2025
P251909/L	Land at Town Well – Listed building consent for application P251908/F	Comments Submitted - Object	Comments by 14/08/2025	Determine by 11/12/2025
P252437/PA1	21 Magnis Close - Prior approval for proposed garden room.	No Comments required	NEW	Determine by 03/10/2025

Lee Harper-Smith –Parish Clerk and Responsible Finance Officer



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9. To receive reports from working groups

- 9.1. Finance & Asset Management (AS, ML, PW, PB) The external audit has been completed with no issues raised (Appendix D). Once buildings survey reports are received a meeting will be arranged to plan and prioritise repairs and maintenance and budget for next year.
- 9.2. Community Hall (SC, AS) See appendix E
- 9.3. Footpaths (SC, DF) No update
- 9.4. Shops/Businesses (DP, KE) No update
- 9.5. War Memorial (ML, CL)
 - The Bench options in appendix B were discussed in detail. CL proposed option 2 based on a design and cost, seconded by PA. All in support, clerk to procure.
 - Clerk to order high quality bunting for remembrance so that it can be reused.
 - RD has donated remembrance flag, clerk to arrange for a flagpole and to erect.
- 9.6. Schools (RD) Business manager has left, clerk to establish new contact.
- 9.7. Roman Park (DF, ML, SC) Still waiting for fencing quotes.
- 9.8. Social Club (PA) Events diary is full, and club remains busy. Carnival was a great success.
- 9.9. Climate Change (SC, DF, EJ) Discussion about Biodiversity Duty took place, clerk waiting for template which will be used to implement in the parish.
- 9.10. Credenhill Community Club (PW) No update

10. Public Question Time

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

Preservation society have requested use of the Roman park for parking and Community Centre carpark for a memorial crank up for Mike Bond on 21st September 2025. Mike was the chairman for 24 years. All funds to go to Prostrate Cancer UK. Fully supported by the parish council, clerk to oversee.

ML update in CT's absence - The first joint meeting of the parish council's that form the Credenhill Ward (Credenhill, Breinton, & Stretton Sugwas) had taken place. The meeting was very useful as we share similar issues and may be able to help one another. Main topics discussed were Community speed watch, Parish Biodiversity Plans and planning. It was agreed that the meeting was useful, and a further meeting would be arranged. Thank you to Credenhill Parish Councillors that were able to attend.

11. <u>Confirmation of the next Meetings, Time, Date & Place.</u>

The next meeting is the Ordinary Parish Council meeting at 7.30 pm, 15th October 2025; at Credenhill Community Hall. A summons and notice will be provided nearer the time.

The Chair declared the meeting closed at 21:18.

Councillor Mr Martin Leaton Chair
Signed
Date



Appendix A - Financial Information

Note	Income & Exp	penditure	Lloyds Current	Lloyds Reserve	Total
17/08/2025	31/07/2025	Opening Balance	2,095.42	31,646.36	33,741.78
17/08/2025	Receints				
13/08/2025	-	Llovds Bank – Interest		20.03	20.03
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17/09/2025 Mr L Harper-Smith – Wages Aug 2025 -963.54 -963.54 17/09/2025 Mr L Harper-Smith – Expenses Aug 2025 -48.63 -48.63 17/09/2025 Craig Powell – Maintenance Aug 2025 -40.00 -40.00 17/09/2025 OTM Groundscare Ltd – Grass Cutting 5 of 7 -755.15 -755.15 17/09/2025 Mayglothling – Empty/Jet/Unblock sewerage pump 2 visits -1,072.00 -1,072.00 17/09/2025 PKF Littlejohn LLP – External Audit 2024/25 -378.00 -378.00 17/09/2025 Signworx – CCN Printing September 2025 -430.00 -430.00 Total Payments to Authorise Transfers to Authorise		<u> </u>			
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Total Payments to Authorise -4,078.78 -4,078.78 Transfers to Authorise -8,000.00 8,000.00 0.00					
Transfers to Authorise -8,000.00 8,000.00 0.00		Total Payments to Authorise			-4,078.78
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Total Transfers to Authorise -8,000.00 8,000.00 0.00			-8,000.00	8,000.00	0.00
		Total Transfers to Authorise	-8,000.00	8,000.00	0.00

Email: clerk@credenhill-pc.org.uk



29,596.10

Email: clerk@credenhill-pc.org.uk

ASSETS

LIABILITIES

Cash & Bank			Balance
Lloyds – Current Account (after payments)			827.04
Lloyds – Reserve Account (after transfers)			24,666.39
Petty Cash			0.00
Total Cash & Bank		- -	25,493.43
Debtors	No Due	Overdue	Total
The Life & Soul Kitchen Ltd – Rent	650.00		650.00
Natalie Hogg – CCN Advertising	185.00		185.00
Tara Lewis– CCN Advertising	35.00		35.00
Fishwick Auto Services – CCN Advertising	185.00		185.00
RO-Stars Hereford – Roman Park Hire Fees	50.00	50.00	100.00
Total Debtors	1,105.00	50.00	1,155.00
Other Debtors			
Total Other Debtors	0.00	0.00	0.00
TOTAL ASSETS		- -	26,648.43
Creditors	Not Due	Overdue	Total
Creditors	0.00	Overdue	0.00
Total Trade Creditors	0.00	0.00	0.00
Other Liabilities	0.00	0.00	0.00
HMRC - PAYE Owing (DD)	324.01		324.01
NEST Pension Payments Owing (DD)	82.75		82.75
Youth Club Funds	765.79		765.79
VAT at 20% to be reclaimed from HMRC	-4,107.34		-4,107.34
VAT at 5% to be reclaimed from HMRC	-12.88		-12.88
Total Other Liabilities	-2,947.67	0.00	-2,947.67
TOTAL LIABILITIES		-	-2,947.67

TOTAL

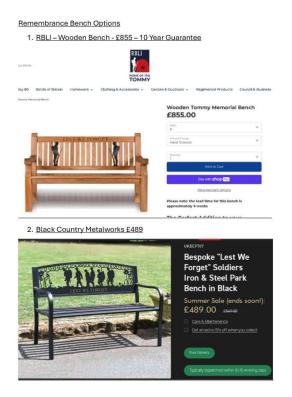


2025-2026 Budget/Actu	al Cor	mparis	on YTD			@				
	ui coi	A	В	C	D	E	F	G	н	
				YTD	YTD	-		YTD	Revised	
	b/fwd.	Year	Total	Comparable	Actual	YTD	Agreed Budget	Comparable	YTD	Notes
	Reserve	e Budget	Reserve)	Budget Total	Spent/	Variance	Movements	Budget	Variance	Notes
					Receipt			Change		
Wages (inc Employers NI)	17,903	17,903	5,968	6,405	- 437	437	437	- 0	Street Cleaner paid 1 month in advance
Employer Pension Contribution	1	505	505	168	180	- 12	12	12	0	Street Cleaner paid 1 month in advance
Staffing Costs		18,408	18,408	6,136	6,585	- 449	449	449	0	
Software		120	120	40	34	6	12	828	6	
Travel & Subsistence	1	156	156	52	47	5	-	(C)	5	
Printing	3	50	50	-		7.5	=	177	0.00	
Telephone		60	60	20	20	53	157	(15)	150	
Postage		12	12	4	-	4		(8)	4	
Stationary Homeworking Allowance		84 180	84 180	28 60	6 60	22	, F	828	22	
Meeting Room Hire/File Storage		520	520	144	160	- 16			- 16	
Office & Meeting Costs	-	1,182	1,182	348	327	21	-	0.70	21	
	-	1904700			V2.62	200				
Website Hosting Fee		120	120	40	42	- 2		177	- 2	
Printing CCN Advertising & Promotion		5,541 5,661	5,541 5,661	2,197 2,237	1,967 2,009	230 228	8	15	230	
Advertising & Promotion		3,001	3,001	2,231	2,005	228		97.	228	
Insurance	2	1,843	1,843	1,843	1,737	105		3153	105	
Bank Fee		60	60	20	17	3	*	(4)	3	
Internal Audi		190	190	190	180	10	()	346	10	
External Audi ICO Membership Fee		331 35	331 35	102		22	2	7520	020	
Professional/Planning		- 35	- 35	. U.S.	100	53	5	507// 50 8 7/	850 850	
Election Cost			-	19-0 19-0		50 F6	-	998 9 - 6	78-0	
Legal Fee		-	- 1	(Sec.)	707	- 707	-	(6)	- 707	
Playground Inspection	-	201	201		128	127	12	(2)	35	
Insurance, Legal & Professional Cos	t	3,000	2,659	2,053	2,641	- 589			- 589	
Changing Rooms - Electric		300	300	100	93	7	12	(32)	7	
Changing Rooms - Water Rate		90	90	-	-	- 4	_	10 0 0		
Community Centre - Waste Disposa		755	755	377	370	7	-	2000 2000	7	
Community Centre - Wate	r	8	50	380	410	- 410	410	410	0	To be recharged to utilities recharges
Community Centre - Electric	-	480	480	160	107	53		((8)	53	
Utility & Waste Management Costs		1,625	1,625	637	980	- 343	410	410	67	
					_					
								G	H	
		Α	В	С	D YTD	E	F	G YTD	Н	
	b/fwd.	Year	Total	YTD	YTD Actual	YTD	Agreed	G YTD Comparable	Revised	
	b/fwd. Reserve	Year	Total Budget (inc	YTD Comparable	YTD		Agreed Budget	YTD	Revised YTD	Notes
		Year	Total Budget (inc	YTD	YTD Actual	YTD	Agreed	YTD Comparable	Revised	Notes
Outsourced Maintenance Costs	Reserve	Year	Total Budget (inc	YTD Comparable	YTD Actual Spent/	YTD	Agreed Budget	YTD Comparable Budget	Revised YTD	Notes
Outsourced Maintenance Cost: Maintenance	Reserve	Year	Total Budget (inc	YTD Comparable	YTD Actual Spent/	YTD	Agreed Budget	YTD Comparable Budget	Revised YTD	Notes
	Reserve	Year Budget	Total Budget (inc Reserve)	YTD Comparable Budget Total	YTD Actual Spent/ Receipt	YTD Variance	Agreed Budget	YTD Comparable Budget	Revised YTD Variance	Notes
Maintenance	Reserve	Year Budget 2,014	Total Budget (inc Reserve) 2,014	YTD Comparable Budget Total	YTD Actual Spent/ Receipt	YTD Variance 157	Agreed Budget	YTD Comparable Budget	Revised YTD Variance	Notes
Maintenance Materials Cleaning Hedge Cutting	Reserve	Year Budget 2,014 240 427 516	Total Budget (inc Reserve) 2,014 240 427 516	YTD Comparable Budget Total 567 80 -	YTD Actual Spent/ Receipt 410 49	YTD Variance 157 31 -	Agreed Budget	YTD Comparable Budget	Revised YTD Variance 157 31	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control	Reserve	Year Budget 2,014 240 427 516 1,404	Total Budget (inc Reserve) 2,014 240 427 516 1,404	YTD Comparable Budget Total 567 80 - - 702	YTD Actual Spent/ Receipt 410 49 - - 710	YTD Variance 157 31 - - 8	Agreed Budget	YTD Comparable Budget	Revised YTD Variance 157 31 - - 8	Notes
Maintenance Materials Celeaning Hedge Cutting Weed Control Grass Cutting	Reserve	Year Budget 2,014 240 427 516 1,404 5,021	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021	YTD Comparable Budget Total 567 80 -	YTD Actual Spent/ Receipt 410 49	YTD Variance 157 31 -	Agreed Budget	YTD Comparable Budget	Revised YTD Variance 157 31	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance	Reserve	Year Budget 2,014 240 427 516 1,404 5,021 1,200	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200	YTD Comparable Budget Total 567 80 702 3,027	YTD Actual Spent/ Receipt 410 49 - - 710 2,517	YTD Variance 157 31 - - - 8 510	Agreed Budget	YTD Comparable Budget	Revised YTD Variance 157 31 - - - 8 510	Notes
Maintenance Materials Celeaning Hedge Cutting Weed Control Grass Cutting	Reserve	Year Budget 2,014 240 427 516 1,404 5,021	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021	YTD Comparable Budget Total 567 80 - - 702	YTD Actual Spent/ Receipt 410 49 - - 710	YTD Variance 157 31 - - 8	Agreed Budget Movements - - - - - -	YTD Comparable Budget Change	Revised YTD Variance 157 31 - - 8	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance	Reserve	Year Budget 2,014 240 427 516 1,404 5,021 1,200	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200	YTD Comparable Budget Total 567 80 702 3,027	YTD Actual Spent/ Receipt 410 49 - - 710 2,517	157 31 - - 8 510 - 690	Agreed Budget Movements - - - - - -	YTD Comparable Budget Change	Revised YTD Variance 157 31 - - - 8 510	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs	Reserve	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821	YTD Comparable Budget Total 567 80 702 3,027 - 4,376	YTD Actual Spent/ Receipt 410 49 710 2,517 - 3,686	157 31 - - 8 510 - 690	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 8 510 - 690	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs	Reserve	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821	YTD Comparable Budget Total 567 80 702 3,027 - 4,376	YTD Actual Spent/ Receipt 410 49 710 2,517 - 3,686	157 31 - - 8 510 - 690	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 8 510 - 690	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs	Reserve	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821	YTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787	YTD Actual Spent/ Receipt 410 49 710 2,517 - 3,686	YTD Variance 157 31 - 8 510 - 690	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 - - 8 510 - 690 418	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs	Reserve	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356	YTD Comparable Budget Total 567 80 702 3,027 - 4,376	YTD Actual Spent/ Receipt 410 49 710 2,517 - 3,686	YTD Variance 157 31 - 8 510 - 690	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 8 510 - 690	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision	Reserve	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787	YTD Actual Spent/ Receipt 410 49 710 2,517 - 3,686 16,228	YTD Variance 157 31 - - 8 510 - - 690 - 441	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 - - 8 510 - - 690 418	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park	- - - 17,222	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787	YTD Actual Spent/ Receipt 410 49 7 710 2,517 - 3,686 16,228	YTD Variance 157 31 - - 8 510 - 690 - 441	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 - - 8 510 - - 690 418	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence	17,222 2,029	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787	YTD Actual Spent/ Receipt 410 49 710 2,517 - 3,686 16,228	YTD Variance 157 31 8 510 690 - 441	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 - - 8 510 - - 690 418	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall	17,222 2,029 5,852	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645	Total Budget (inc Reserve) 2,014 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 108	YTD Actual Spent/ Receipt 410 49 710 2,517 - 3,686 16,228 6,600 136 - 108 - 108	YTD Variance 157 31 8 510 - 690 - 441 - 100	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 - - 8 510 - - 690 418	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project	17,222 2,029 5,852	2,014 240 427 516 1,404 5,021 1,200 10,821 40,697	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 - 88	YTD Actual Spent/ Receipt 410 49 710 2,517 - 3,686 16,228 6,600 136 - 108 188	YTD Variance 157 31 8 510 - 690 - 441 - 100 0 100	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund	17,222 2,029 5,852 3,000	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645 500 800	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800	YTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 - 108 - 88 187	YTD Actual Spent/ Receipt 410 49 710 2,517 - 3,686 16,228 6,600 136 - 108 - 108 - 188 187	YTD Variance 157 31 8 510	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 8 510 690 418 100 0 0 0 0 0	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project	17,222 2,029 5,852	2,014 240 427 516 1,404 5,021 1,200 10,821 40,697	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 - 88	YTD Actual Spent/ Receipt 410 49 710 2,517 - 3,686 16,228 6,600 136 - 108 - 188	YTD Variance 157 31 8 510 - 690 - 441 - 100 0 100	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund Exceptional/Planned Costs	17,222 2,029 5,852 3,000	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645 500 800 17,445	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800 45,548	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 88 187 7,019	410 49 710 2,517 - 3,686 16,228 6,600 136 - 108 - 188 187 7,219	YTD Variance 157 31 8 510 690 100	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 - - 8 510 - - 690 418 - 100 - - 0 - - 0 - 0 0 - 100	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund	17,222 2,029 5,852 3,000	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645 500 800	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800	YTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 - 108 - 88 187	YTD Actual Spent/ Receipt 410 49 710 2,517 - 3,686 16,228 6,600 136 - 108 - 108 - 188 187	YTD Variance 157 31 8 510 690 100	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 8 510 690 418 100 0 0 0 0 0	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund Exceptional/Planned Costs	17,222 2,029 5,852 3,000	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645 500 800 17,445	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800 45,548	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 88 187 7,019	410 49 710 2,517 - 3,686 16,228 6,600 136 - 108 - 188 187 7,219	YTD Variance 157 31 8 510 690 100	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 - - 8 510 - - 690 418 - 100 - - 0 - - 0 - 0 0 - 100	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund Exceptional/Planned Costs Total Projected/Actual Costs Income	17,222 2,029 5,852 3,000	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645 500 800 17,445	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800 45,548	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 88 187 7,019	410 49 3,686 16,228 6,600 136 - 108 - 108 - 108 - 128 - 129 - 148 - 158 -	YTD Variance 157 31 8 510 690 100	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 - - 8 510 - - 690 418 - 100 - - 0 - - 0 - 0 0 - 100	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund Exceptional/Planned Costs Total Projected/Actual Costs Income	17,222 2,029 5,852 3,000 28,103	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645 500 800 17,445 58,142	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800 45,548 85,904	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 - 88 187 7,019 22,806	410 49 710 2,517 - 3,686 16,228 6,600 136 - 108 - 108 - 188 187 7,219 23,447	YTD Variance 157 31 8 510 - 690 441 - 100 0 100 0 100 0	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 8 510 - 690 418 - 100 0 - 0 - 100 - 318	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund Exceptional/Planned Costs Total Projected/Actual Costs Income	17,222 2,029 5,852 3,000 28,103	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645 500 800 17,445 58,142	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800 45,548 85,904	VTD Comparable Budget Total 567 80 - 702 3,027 - 4,376 15,787 6,500 136 - 108 - 108 - 22,806 22,806	410 49 710 2,517 - 3,686 16,228 6,600 136 - 108 - 188 187 7,219 23,447	YTD Variance 157 31 8 510 690	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund Exceptional/Planned Costs Total Projected/Actual Costs Income Precept Rent Bank Interest	17,222 2,029 5,852 3,000 28,103	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 2,000 3,645 500 800 17,445 58,142	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800 45,548 85,904	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 108 22,806	410 49	YTD Variance 157 31	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 - 8 510 - 90 - 100 - 0 0 0 0 - 100 -	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund Exceptional/Planned Costs Total Projected/Actual Costs Income Precept Rent Bank Interest CCN Adverts	17,222 2,029 5,852 3,000 28,103	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645 500 800 17,445 58,142	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800 00 45,548 85,904	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 - 108 - 28 88 187 7,019 22,806	410 49 3,686 16,228 6,600 136 108 - 108 128	YTD Variance 157 31 8 510 690	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157	Notes
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund Exceptional/Planned Costs Total Projected/Actual Costs Income Precept Rent Bank Interest CCN Adverts Hire of Changing Rooms	17,222 2,029 5,852 3,000 28,103	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 2,000 3,645 500 800 17,445 58,142	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800 45,548 85,904	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 - 108 - 28 88 187 7,019 22,806	410 49 710 2,517 - 3,686 16,228 6,600 136 - 108 188 187 7,219 23,730 3,267 944 575 250	YTD Variance 157 31	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 - 8 510 - 90 - 100 - 0 0 0 0 - 100 -	
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund Exceptional/Planned Costs Total Projected/Actual Costs Income Precept Rent Bank Interest CCN Adverts	17,222 2,029 5,852 3,000 28,103	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645 500 800 17,445 58,142	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800 45,548 85,904	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 88 187 7,019 22,806	410 49 710 2,517 - 3,686 16,228 6,600 136 - 108 - 188 187 7,219 23,730 3,267 94 575 250	YTD Variance 157 31	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 8 510 - 690 418 - 100 0 0 - 100 318	Notes Donation to Credenhill Bloomers from Residen
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund Exceptional/Planned Costs Total Projected/Actual Costs Income Precept Rent Bank Interest CCN Adverts Hire of Changing Rooms Donations/Other Income Grants Income Utilities Recharges	17,222 2,029 5,852 3,000 28,103	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645 500 800 17,445 58,142 -47,459 - 7,777 - 180 - 1,785 - 600	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800 00 45,548 85,904	VTD Comparable Budget Total 567 80 702 3,027 - 4,376 15,787 6,500 136 - 108 108 22,806 - 23,730 - 3,240 - 75 - 482 - 250	410 49 3,686 16,228 6,600 136 108 8 187 7,219 23,730 3,267 94 575 250 100	YTD Variance 157 31	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157 31 8 510 - 690 418 - 100 0 0 - 100 318	
Maintenance Materials Cleaning Hedge Cutting Weed Control Grass Cutting Tree Maintenance Outsourced Maintenance Costs Total Operating Costs Exceptional/Planned Costs Charitable Grant Provision Roman Park Land & Buildings Improvement Fund Asset Repairs & Renewals Hall/Resource Centre Boundary Fence Backhouse Park - Fencing/Wall Blooming Credenhill Project War Memorial Improvement Fund Exceptional/Planned Costs Income Precept Rent Bank Interest CCN Adverts Hire of Changing Rooms Donations/Other Income	17,222 2,029 5,852 3,000 28,103	Year Budget 2,014 240 427 516 1,404 5,021 1,200 10,821 40,697 6,500 4,000 - 2,000 - 3,645 500 800 17,445 58,142 -47,459 - 7,777 - 180 - 1,785 - 600	Total Budget (inc Reserve) 2,014 240 427 516 1,404 5,021 1,200 10,821 40,356 6,500 21,222 2,029 7,852 3,000 3,645 500 800 45,548 85,904	YTD Comparable Budget Total 567 80 - 702 3,027 - 4,376 15,787 6,500 136 - 108 - 108 - 22,806 22,806	410 49 3,686 16,228 6,600 136 108 8 187 7,219 23,730 3,267 94 575 250 100	YTD Variance 157 31	Agreed Budget Movements	YTD Comparable Budget Change	Revised YTD Variance 157	

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Appendix B



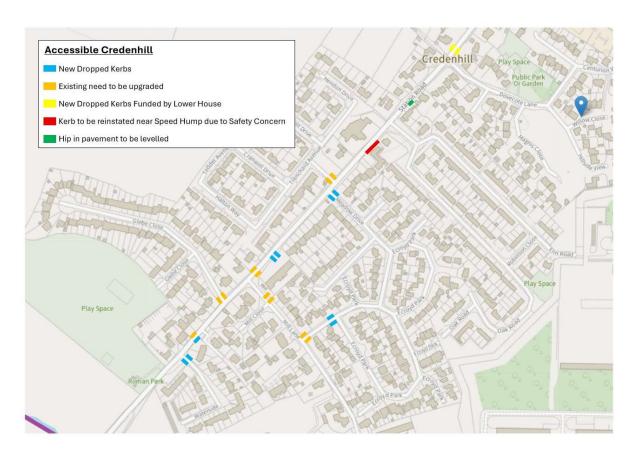
3. David Ogilvie Engineering – VE Day £1618.00 + VAT – 25 Year Guarantee



4. <u>David Ogilvie Engineering – 80 Years £1835.00 +VAT – 25 Year Guarantee</u>



Appendix C





Appendix D

Section 3 – External Auditor's Re Credenhill Parish Council port and Certificate 2024/25

In respect of

Credenhill Parish Council - HE0034

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a limited assurance review is set out by the National Audit Office (NAO). A limited assurance review is not a full statutory audit, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it does not provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website - https://www.nao.org.uk/code-auditpractice/guidance-and-information-for-auditors/

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with Proper Practices which:

- · summarises the accounting records for the year ended 31 March 2025; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2024/25
On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.
Other matters not affecting our opinion which we draw to the attention of the authority:
None.

3 External auditor certificate 2024/25

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2025.

External Auditor Name				
	PKF LITTLEJOHN LLP			
External Auditor Signature	Post littlight LL	Date	19/08/2025	

Annual Governance and Accountability Return 2024/25 Form 3 Local Councils, Internal Drainage Boards and other Smaller Authorities* Page 6 of 6

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Appendix E

- 1. Summer Carnival was a success overall but disappointingly did not bring in as much as Xmas Fayre about £160. The stall holders did advise they all made a profit, and some have booked for the Xmas Fayre which will be held on November which is positive.
- 2. David has signed up to next energy supplier which will be Corona. I understand, this does not include the redistribution of electricity gained from the Solar Panels back to the company to reduce overall bill and a separate arrangement will need to be set up to take advantage of this which David will sort when he returns from holiday.
- 3. Betty commented that on the previous Friday evening at the hall some young lads were playing football outside the kitchen area and kept hitting the window with the ball. She was unsure where they had come from possibly the club? They were polite enough when she asked them to stop but continued to play football in the hall area. Apparently, L&S have found this an issue as well with some of their equipment being moved about sometimes. Hopefully as the darker nights move in this will no longer be an issue!

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