

**MINUTES of a Meeting** of Cradley Parish Council held on Tuesday 10<sup>th</sup> August 2010 at 7.30pm in Cradley Village Hall.

**Present** – Cllrs. D. Creed Newton (in the Chair – DCN) M. Alfrey (MA), K. Nason (KN), R. Gill (RG), P. Diamond (PD), R. Diamond (RD), F. Beard (FB), A. Eldridge (AE), C. Lowder (CL), M. Brooksbank (MB), T. Lloyd-Jones (TLJ). Also in attendance were District Councillor T. Johnson, G. Thomas, F. Hare & D. Johnson.

**Apologies** for inability to attend the meeting were received and approved from C. Dawkins and J. Edgar for business reasons and from Poppy Stanley for family reasons.

**Declarations of interest in items on Agenda** were received as follows:-

- Personal – KN in Cradley Sports Club; DCN, KN & CL in Rectory Lane and Village Hall & RG in the item regarding sewerage & surface water problems at Captains Cottage & Christmas Cottage.
- Prejudicial – MA in Cradley Sports Club.

**Minutes** – The Minutes of the meeting held on 13<sup>th</sup> July 2010 were taken as read, approved and signed by the Chairman.

**Parish Plan/Village Event 2011** – PD advised that implementation of the plan, how it transfers into action, the relationship with the Parish Council and what has been discussed, discovered and published have all been concluded and the summary document is ready to go out with the latest edition of the Reporter. The documents are still with Herefordshire Council with no feedback received to date. Meeting now arranged for 28<sup>th</sup> September 2010 to launch the plan, reconvene the groups and also to include the final stage in the consultation process. The Business plan for the Parish was adopted by the Parish Council and it was felt that each of the eight Groups should be reconstituted with a member of the Parish Council represented on each Group, not necessarily as the Chairman of that particular Group but he felt that this should ensure that deliberations are handed back to the Parish Council. Representatives sought for four Groups without members from the Parish Council .

**Village Event June 2011** – PD reported on plans for this event for the village providing entertainment and raising money for the Village, projects involving concerts, plays, masked ball, street market etc. Two Grants had been applied for from both “Awards for All” and the “Elmley Foundation”, which if successful, would result in funding of £17,000. As there were no funds available at the moment to pay deposits to artists, formation of website etc., PD requested the Parish Council consider making a grant to help at this time which should be repaid when the Event takes place. PD advised that there was a Business Plan in place and also a cash flow forecast. It was proposed, seconded and carried that this item should be brought forward to the next Parish Council meeting.

**Affordable Housing** – The Clerk advised that Tina Wood and a Representative from the West Mercia Housing Association would be attending our October meeting to discuss the way forward regarding the Parish Council’s interest in Affordable Housing within the Parish.

**Progress Reports –**

**A4103** – Following markings appearing on the road, the Clerk was to write asking what the Highways Department have in mind and request that they consult with the Parish Council before they take any further action.

**Cradley Sports Club request for financial support – the Chairman closed the meeting to allow public participation** – attending the meeting were Geoff Thomas and Frank Hare following their request to the Parish Council for additional funding to meet the cost of £1,825.18 for two surveys requested by Herefordshire Council Planning Department.

Frank Hare advised that a meeting had taken place on the 19<sup>th</sup> July 2010 called by the Football Association (FA) it had become apparent that the funding by Sport England and the FA had become complex in terms of timing, and the amount likely from the FA had been halved. At the least, planning permission was required in order to meet a Sport England September deadline.

Mr. Thomas confirmed that there was no guarantee that the Football Association would not further reduce their offer of £200,000. **MA left the meeting** and it was confirmed that including the amount to level the site they could still deliver the complete project for £375,000 including the cost of the field, and he confirmed that at this point in time they were looking for a donation for the full cost of the surveys at a cost of £1,825.18. adding that if permission was not obtained, the project would collapse.

The Chairman thanked F. Hare & G. Thomas for attending and they left the meeting.

**The Council meeting was reopened - MA rejoined the meeting.**

The Chairman enquired whether Councillors felt that this was a viable proposition and if they were now in a position to make a decision on the funding request. Many raised concerns on finances, guarantee, impact on the area, running costs/projections for the future adding that it was felt necessary for a further meeting with the Club to go through finances and future cash flow forecast.

**RESOLVED** – The Chairman proposed that the Council approach the Club again for a further meeting with them to view their finances in the hope that they could come up with a satisfactory conclusion to the Parish Council that it is a sustainable project before considering the matter of a grant. This was seconded by CL and carried on the Chairman's casting vote. To attend the meeting were MB, KN, RG & AE who agreed to report back as soon as possible, with the possibility, should the matter of sustainable financing and management be found to be strong, of holding an Extraordinary meeting to consider the funding request.

**It should be clearly noted that MA abstained from all voting on this subject.**

**Rectory Lane** – The Chairman reported that Mike Hames had now uncovered even more evidence that Rectory Lane was a King's highway and that a meeting had taken place with R. Stockton, J. Edgar, R. Gill and himself when R. Stockton had proposed that the Parish Council attempt through his good offices, to have a meeting with Kevin O'Keefe from the Legal Department at Herefordshire

Council and Richard Ball Head of the Highways Department at Herefordshire Council to go through the evidence with them and hear their comments.

**RESOLVED** – On a proposal by CL, seconded by KN and carried, it was agreed the Parish Council arrange a meeting in the hope of reporting back at the next meeting.

**Credenleigh** – It was reported that the application by the owners of Orchard End, Credenleigh for change of use of the amenity land had been refused by Herefordshire Council and that it was most unlikely that planning permission for change of use of the land will ever be granted.

**RESOLVED** – On a proposal by CL, seconded by AE and carried it was agreed the Clerk write to all residents of Credenleigh who have replied to our letter bringing this refusal of permission to their attention and that, for the moment, it appears that the risk has been removed.

**New co-opted member** – the Clerk confirmed that Claire Dawkins had signed her Declaration of Acceptance of Office and also the Register of Member's Financial Interests.

#### **ITEMS FOR CONSIDERATION** –

**Complaints Procedure** – Draft procedure as recommended by NALC circulated to all Councillors prior to the meeting .

**RESOLVED** – On a proposal by FB, seconded by KN and carried, this was adopted by the Council.

**Sewerage/surface water problems at Captain's Cottage & Christmas Cottage** – The Chairman reported on serious flooding in the area in July and September 2007 and that Herefordshire Council's attention had been brought to the problems, and that although numerous inspections have been carried out, nothing further has been done.

***The Chairman closed the meeting*** to allow Cllr. Tony Johnson to report that he and Roy Stockton had visited the site and spoken to the residents of the Cottages affected. He had also spoken to Roland Close about the issue and written to the Council suggesting that the planning application for St. Katherine's should be considered in conjunction with the drainage problems and had asked that the matter should be referred to the full Council to look at the whole issue. There was a meeting due to take place the following day between one of the Planning Department Managers and the Chairman of the Planning Committee to look at his letter and they will decide how this should be addressed and they had agreed to let him know what progress has been made to decide the process how this will be addressed. He agreed that the problem lay with the Council, not Severn Trent Water and it was suggested the Clerk send both District Councillors a copy of our comments made on the Planning application. We were also to advise that this was a public health issue as sewerage emerges in to the cottages and that Herefordshire Council have been aware of this problem for a long time

**RESOLVED** – The Chairman proposed that we write to the Chief Executive at Herefordshire Council asking for urgent attention, pointing out the history and asking for a date when the two issues could be resolved. This was seconded by MA and carried. We were to send a copy of our letter to the owners of the two cottages affected, with copies also to Roy Stockton and Tony Johnson. RG

advised that he had met with one of the Drainage Officers that day who advised he had been asked to look at this as a matter of some urgency.

**Donations/Grants Policy** - Draft copy had been received from HALC and was circulated to all Councillors prior to meeting.

**RESOLVED** – On a proposal by RG, seconded by RD and carried, it was agreed to adopt this Policy subject to some slight amendments for reference when future requests for donations were received by the Parish Council.

**Shaping our Place 2026 Rural Areas** – Meeting planned for 1<sup>st</sup> September at Brockington to look at the proposals for the *rural* areas. DCN, PD, RD agreed to attend & MA said he would if available. Clerk to send copy of paperwork to TLJ who confirmed she would be interested in attending.

**Terms of Reference for the Planning Committee** – Draft circulated to all Councillors prior to the meeting.

**RESOLVED** – On a proposal by KN, seconded by RG and carried it was agreed to adopt the new Planning Terms of Reference subject to a few amendments including publication on the web-site and also the question of bringing the whole Parish Council into disrepute.

**Parish Walk** – Clerk to take up the offer of a parish walk with “Amey” Herefordshire Council . CL and TLJ confirmed they would wish to attend. Clerk to check up whether footpaths and the verge on the A4103 were included in the “highway” network within the Parish.

***CL left the meeting at this time by prior arrangement.***

**Parish Council Vacancy** – On a proposal by RG, seconded by MA and carried, it was agreed to present all further applications for consideration at the meeting on the 7<sup>th</sup> September 2010.

**Service Level Agreement with HALC** – It was reported that at the present time the Council had no service level agreement with HALC about what they will provide within a certain time limit and query raised whether they have one and if so, ask for a copy.

**RESOLVED** – On a proposal by RG, seconded by RD and carried, it was agreed we request a copy of their Service Agreement with us seeking a response within twenty working days to enable the matter to be further considered at our September meeting.

**Payment of Accounts** – The following Accounts had been received for payment

- Geoff Wilks, work at Cradley Chapel £75.00.
- Clerk, expenses and allowances £186.80.

On a proposal by RG, seconded by MA and carried, these Accounts were approved for payment, cheques signed and Invoices initialled. It was noted that the Parish Council were to seek repayment from the Cradley Chapel Committee of £37.50 representing half of the amount paid to Mr. Wilks.

**Reports from Committees and Working Parties –**

**Planning** – The Planning Chairman reported that an application had been considered for alterations to bungalow and replacement garage at Wychwood Lodge, Hereford Road, Storridge to which no objections had been raised.

The Conservatory at Cradley C of E Primary School had been approved, the application for a steel frame portal agricultural building to house cattle at Hill Farm, Cradley had been withdrawn, and the application for change of use of land at Credenleigh had been refused as “in the opinion of the Local Planning Authority the amenity land is familiar element within the street scene that is clearly valued by the local community and provides a sense of visual relief within the wider development. As such the proposal is considered to be contrary to policy HBA9 of the Herefordshire Unitary Development Plan 2007.

The Chairman, DCN, reported some confusion had been raised over the status of the meeting which had taken place regarding the Planning application for St. Katherines, adding that it was vital that the correct Notice of forthcoming meeting is published, and that this could not be changed once the compulsory Notices had been displayed around the Village.

**Churchyards Committee** – CL had previous left the meeting so no report available.

**Playing Fields** – DCN reported price obtained from Den Horne for cutting back the road hedge at Chapel Lane playing fields for £35. plus VAT. This was approved on a proposal by the Chairman, seconded by AE and carried. The Council were to ask for a price from Den Horne to trim and clear the pathway around the site.

It was reported that Wicksteed were on site that day carrying out work to equipment raised during their routine yearly inspection. It was also noted that the field had not been attended to the previous week.

**Aerial Flyer** – It was suggested to full Council that this equipment be removed, obtaining a price from CRS scrap metal merchants to (1) take it away and cut it off at grass level or (2) dig around each post so that it can be cut off below ground level leaving the concrete in situ.

**RESOLVED** – On a proposal by FB seconded by KN and carried, a budget of £50. was proposed for removal of the aerial flyer.

**Painting of Equipment** – a Quote had been obtained from Geoff Wilks for doing a sample painting of one swing of £235. MB said his Partner has offered to repaint the equipment FOC on the understanding that the PC buy all the paint and equipment necessary for doing the job.

**RESOLVED** – On a proposal by DCN, seconded by AE and carried this was agreed with an initial budget of £100. for provision of the materials. Thanks were expressed to MB for this extremely kind and generous offer.

**Editorial Group** – KN advised Reporter including document on the Parish Plan should be distributed over the weekend. Whilst the Web-site continues to be used there had been no use of the Forum so KN agreed to look to simplify the use. The Parish Plan web-site should be up and running during the current week.

**HALC** – Meeting of the East Herefordshire area last week with full attendance when some disquiet had been raised. There appeared to be some funding problems raised because the Regional Assembly had been disbanded. Consultation paper proposed following excessive Council tax

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increase. Parish Council money will now be going into the cap and whilst the Parish Council Precept has not been considered before, it will be in the future. Clerk to let all members have a copy of the Consultation paper when received, with a closing date of 10<sup>th</sup> September and the item was to be put on the Agenda for the September meeting .

The AGM will take place on 16<sup>th</sup> October attended by Roger Phillips, Vice Chairman of NALC when two years sets of Accounts would be presented.

**Correspondence** – Letter from CAB Hereford requesting donation, Letters regarding Shaping our Place 2026 with preferred options for the market towns paper, Letter regarding “Shaping our place” for the preferred policy options for the **Rural** areas, e-mail from Anthony Bush enquiring whether the Parish required any sandbags (150 to be requested for delivery to The Forge) and numerous letters from residents in Credenleigh regarding possible purchase of amenity land.

**Literature** – Annual 2010 Report from Marches Housing Association, SMP Playgrounds offering 10% discount on products for Parish Councils, West Mercia Police Authority booklet “Meeting the challenge” and HALC Information corner.

**Newsletter items** – Parish Plan Report, Affordable Housing, Sports Club, Rectory Lane, Credenleigh, adoption of various procedures, Parish Walk, Parish Council vacancy to be considered in September, removal of Aerial Flyer from Chapel Lane play area, painting of equipment and attendance by Wicksteed to carry out work to certain areas of concern raised at their annual inspection.

**Councillors Reports and items for future Agendas** – RG said that proposals would be made soon regarding future uses of Chapel Lane playing field to include allotments, equipment for teenagers and young people. AE reported on motor-cross event in July at Riley Hill Farm where the Environmental Health had monitored the noise pollution, but no request had been received for the Parish Council to get involved.

Hedges requiring attendance were reported at Birch Lane and also at Barretts Cottage with foliage overhanging around a bad corner on the narrow lane. Some potholes have been filled in but Halesend Lane remained a bad area (these items to be raised on Parish Initiative and the Parish Walk).

**Next meeting** to take place on 7<sup>th</sup> September in Cradley Village Hall at 7.30pm. There being no further business the Chairman declared the meeting closed at 10pm.

Signed – D.G. Creed Newton

Dated – 7<sup>th</sup> September 2010.

Chairman.