



# The Beaudesert & Henley-in-Arden Joint Parish Council

*Working for the Benefit of the Residents of Henley-in-Arden*

Clerk : Gill Peacock email : [clerk@henley-in-arden-pc.gov.uk](mailto:clerk@henley-in-arden-pc.gov.uk)

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**I HEREBY GIVE NOTICE** that an Ordinary Parish Council Meeting of Beaudesert and Henley-in-Arden Joint Parish Council will take place on Monday, 19<sup>th</sup> November 2018 at 7.00 pm in the Memorial Hall, Station Road, Henley-in-Arden.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder.

*EA Peacock*

Signed:  
Gill Peacock  
Parish Clerk and RFO

**Dated: 13<sup>th</sup> November 2018**

Photographing, reporting, recording, filming or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting.

*The Chairman requests all mobile phones are switched to silent mode.*

### Public Participation Session

Members of the public are invited to give their views on items on this agenda including planning applications, or raise issues for future consideration at the discretion of the Chairman. No decisions will be made in this part of the meeting. The Public Participation Session is a general forum for open discussion after which members of the public will have no further opportunity to speak unless invited to do so by the Chairman.

*Pause for a few members to allow members of the public to leave the meeting if they wish to do so.*

### Commencement of the Council Meeting

- 1 Apologies for absence and acceptance of apologies**
- 2 Declarations of Interest and Dispensations**  
*The Council will receive disclosures of pecuniary and non-pecuniary (personal and prejudicial) interests from Members on matters to be considered at the meeting. The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of the meeting that has not been disclosed under this item, the member must immediately disclose it. Members may remain in the meeting and take part fully in discussions and voting unless the interest is pecuniary (prejudicial). Dispensation requests received in writing to the clerk, or verbally at the meeting will be considered.*
- 3 Reports from County Councillor and District Councillor.**
- 4 Minutes of the ordinary meeting held on 15<sup>th</sup> October 2018 to be approved and signed.**
- 5 Matters arising from the minutes of previous meetings and not on the agenda.**
- 6 Report by the Parish Clerk – Gill Bailey**
  - JPC Annual Report & Accounts – *update*
- 7 To consider the Council's responses to planning applications & note minutes of JPC Planning Sub-Committee**

Application no.	Proposal	Address	Submitted by	Comments due by
18/02663/REM	Submission of reserved matters (layout, scale, appearance & landscaping) pursuant to outline planning permission 15/03517/OUT for the demolition of existing workshops and the erection of 8 no. detached dwellings with associated parking and turning head and landscaping.	Mayfield Farm, Bear Lane, Henley in Arden	Mr M Downes, Avaro Midlands Ltd	20.11.2018
18/02846/FUL	Replacement of white timber windows	59 High Street,	Mr D	03.12.2018

	and doors to PVCu in white wood grain finish.	Henley in Arden	Chew	
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## 8 Reports and Recommendations by Portfolio Holders

- Finance and Assets (Monthly)
    - To note the Schedule of recent Payments and Bank Balances and to approve any further invoices listed on the Finance Report *(previously circulated)*
    - To consider a request from VASA for funding of £500.00 towards community transport services and if approved, arrange payment *(previously circulated)*
    - To consider a mini grant application for £300.00 from HWMT towards the funding costs of the Rural Cinema and if approved, make a payment *(previously circulated)*
    - To consider a mini grant application for £500.00 from Henley Book Fair towards the costs of funding the Fair and if approved, make a payment *(previously circulated)*
    - To receive a report on the December Christmas reception at a maximum cost of £150.00 - update
  - Maintenance Property Management Delivery Report & Emergency Planning, including the approval of expenditure associated with the actions to be taken set out in the Report *(previously circulated)*
    - To discuss a quotation for work required to Leylandii in Milking Lane in the sum of £940.00 plus VAT and if approved, instruct the contractor.
  - Traffic & Parking & Car Park Acquisitions Working Party –
    - Presentation & approval of Heads of Terms for leases for Prince Harry Road and The Croft Car Park with LPS Limited.
    - To discuss the Tourism WP and Calendar of Events and allocating a budget of £1,000 to promote tourism in Henley in Arden & the surrounding area *(previously circulated)*
    - To discuss expenditure of up to £250.00 for the procurement of an illustrated parish map for the purposes of promoting tourism, advising where the public footpaths are, landmarks and boundaries etc - update.
- 9 To approve Cllrs XXX and XXX are added as members of the Finance WP and to adopt the Budget Review Guidelines *(previously circulated)*
- 10 To ratify the updated JPC Media and Social Media Policy *(previously circulated)*
- 11 To manage the procurement of professional advice in respect of the redevelopment of the JPC web site, together with an IT support package for the Clerk – update
- 12 To ratify the policies, supporting text & the maps and diagrams for the NDP & for the Clerk to use her delegated powers to act on behalf of the JPC to progress the NDP & to thank the volunteers to date *(previously circulated)*

## 13 Reports from Councillors – exchange of information only.

### 14 Items for private session

*Under Section 1, Sub Section, 2 of the Public Bodies (Admission to Meetings) Act 1960 and in view of the confidential nature of the business about to be transacted, it was felt advisable in the public interest, if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information that the public be temporarily excluded and they are instructed to withdraw. There needs to be a resolution at the meeting for items to be discussed in private session.*

To confirm the date and time of the next JPC Meetings:

**Please note: Christmas Reception to be held in Guild Hall on Thursday, 6<sup>th</sup> December**

1. JPC Planning Sub-Committee Meetings – 3<sup>rd</sup> December 2018 and 7<sup>th</sup> January 2019, commencing at 6.00 pm at the Heritage Centre
2. JPC Ordinary Meeting – 21<sup>st</sup> January 2019, commencing at 7.00 pm at the Memorial Hall.

**IF ANYONE WOULD LIKE A HARD COPY OF THE DRAFT AGENDA OR MINUTES FOLLOWING THE JPC MEETING AND DOESN'T HAVE ACCESS TO A COMPUTER, PLEASE CONTACT THE CLERK ON 01926 814491 TO REQUEST A COPY.**