



The Beaudesert & Henley-in-Arden Joint Parish Council

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

Clerk : Gill Bailey email : 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, 20th June, 2016 at 7.00 pm in the Memorial Hall Committee Room, 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.

Signed:

Gill Bailey
Parish Clerk and RFO

Dated: 15th June 2016

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.

- 1 **Apologies for absence and acceptance of apologies**
- 2 **Declarations of Interest and Dispensations**
The Council will receive disclosures of 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 prejudicial. Dispensations received in writing to the clerk, or verbally at the meeting will be considered.
- 3 **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.
- 4 **Reports from County Councillor and District Councillor.**
- 5 **Minutes of the ordinary meeting held on 16th May 2016 to be approved and signed.**
- 6 **Matters arising from the minutes of previous meetings and not on the agenda.**
- 7 **Report by the Parish Clerk – Gill Bailey**
- 8 **Reports and Recommendations by Portfolio Holders**
 - **Finance and Assets**
 1. To note the national salary award for local government employees and to request approval to apply this to the Parish Clerk's salary.
 2. To examine the audit process which has recently been undertaken and consider future audits, as appropriate.
 - **Communications and Events**
Verbal report.
 - **Children's Facilities**
Verbal report.
 - **Traffic & Parking**
Verbal report.
 - **Maintenance & Emergency Planning**
The full report will be circulated as usual a week before the meeting. To date there have been no emergencies. The allotment holders have suggested that we purchase a strimmer/brush cutter to enable them to carry out general maintenance of unoccupied allotments to save money by not using a contractor to do the work.
 - **Neighbourhood Plan Steering Group**
Next meeting: Half day meeting on Sunday 19th June at Memorial Hall

- 9 To consider adopting the name of 'Henley-in-Arden Town Council' for the Joint Parish Council and request the Clerk to liaise with SDC.**
Henley has been considered a town for nearly a thousand years and today is more often referred to as a town, but it does not officially have town status. Henley can recognise the three royal charters and become a town again. This proposal has been discussed with Stratford District Council and the High Bailiff.
- 10 'Wires across the High Street and additional Christmas Lights' Project – Update**
Duncan Bainbridge has been instructed to complete the work in time for the Christmas season – Update.
- 11 Production of a Henley Town Guide, with an insert for JPC Annual Report and Accounts – update**
Brian Twigg has been appointed Editor for the new Town Guide with a committee of experienced residents.
- 12 To approve the automation of the Town Clock at a cost of £2,313.00.**
The Town Clock in St John's tower requires manual winding. For many years, one of the parishioners has been paid by the JPC to do this task. The Rector recommends that it now be automated. John Taylor & Co is recommended to carry out this work, as they are very familiar with the bells and the clock mechanism.
- 13 To discuss and approve Mini-Grants as detailed below:**
- 1. Own Books - £500**
This group missed the deadline for a standard grant. The full report has been circulated to councillors.
 - 2. HWMT/Dell Court Pond Group - £500**
Supporting the Dell Court residents to maintain a lovely seating area for all of them.
- 14 Report by Cllr Crathorne on the future relationship between the Council and the principal social organisations of the Town.**
- 15 To adopt the following wording on the JPC Model Code of Conduct regarding Councillors Register of Interests**
Parish Councillors must declare any disclosable pecuniary interests as defined in regulations made by the Secretary of State. You can find details of the interests which councillors have registered by visiting our page on the Stratford District Council website <https://www.stratford.gov.uk/>
- 16 To agree and approve nominations for Community Assets/Fields in Trust.**
- 17 To note the Warwickshire Council's Local Charter.**
There are three levels of local government for Warwickshire. Warwickshire County Council, North Warwickshire Borough Council, Rugby Borough Council, Stratford on Avon District Council and Warwick District Council are referred to as Principal Councils, and Parish and Town Councils are referred to as Local Councils. This document is a framework to support a mutually beneficial working relationship between the tiers of authority in Warwickshire. Working better in partnership will benefit local people.
- 18 Bus Shelter Review**
To discuss the current situation with the town's bus shelters and agree a programme for their renovation.
- 19 To discuss planters for presenting plants by the new Henley signs.**
- 20 Reports from Councillors – exchange of information only.**
- 21 Items for private session**

Under Section 100(A) of the Local Government Act 1972, in view of the (special)(confidential) nature of the business about to be transacted, it is advisable in the public interest, as if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information under paras 1 and 11 of Part 1 Schedule 12A of the above Act, 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 meeting on Monday 18th July 2016 commencing at 7.00pm in the Memorial Hall Committee Room.