



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

Tel: 01564 795499 or 01926 814491

I HEREBY GIVE NOTICE that an Ordinary General Meeting of Beaudesert and Henley-in-Arden Joint Parish Council will take place on Monday, 21st March 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: 16th March 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 meeting held on 22nd February & 14th March 2016 to be approved and signed.**
- 6 Matters arising from the minutes of the meeting held on 22nd February 2016 and not on the agenda.**
- 7 Report by the Parish Clerk – Gill Bailey**
- 8 To consider the Council's responses to substantial planning application(s) and to review the planning applications report.**

9 Reports and Recommendations by Portfolio Holders

- **Finance and Assets**
- **Communications and Events**
- **Children's Facilities**
- **Traffic & Parking**
- **Maintenance & Emergency Planning**
- **Neighbourhood Plan Steering Group**
- **Report from JPC Grants Working Party and to ratify the Grants Awarded for Community Organisations 2016/2017**

10 Matters arising from previous meetings and new matters for consideration.

- **To approve the appointment of the Internal Auditor.**
- **To approve the change of venue for future JPC meetings.**
- **Honouring special residents from the Town for their years of public service and awarding them Freeman/Freewoman Status.**
- **To discuss having plants cut out in the shape of Henley in Arden in planters by the boundary signs.**
- **To discuss appointing a residents' Street Audit Team.**
- **To approve the production by Heritage Guides of a Henley Town Guide incorporating the JPC Report and Accounts 2016 at no risk and no cost to the Council. To approve the letter of authority attached. See <http://heritage-guides.com/>**

11 Reports from Councillors – exchange of information only.

12 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 meeting on Monday 11th April 2016 – Parish Assemblies - commencing at 6.00pm in the Memorial Hall.

To confirm the date and time of the next JPC meeting on Monday 18th April 2016 commencing at 7.00pm in the Memorial Hall Committee Room.

LETTER TO BE PRODUCED ON PARISH COUNCIL LETTERHEAD

Re: The Official Henley-in-Arden Town Guide 2016-17

Dear Sir / Madam

Beaudesert and Henley-in-Arden Joint Parish Council has commissioned the publication of the first Official Henley Town Guide. The guide, which we are anticipating will be published in July 2016, is aimed at promoting interest in all aspects of the town's built and natural environment and promoting loyalty to the town as a convenient shopping location and a desirable place in which to live and work. It will be a well produced, attractive and authoritative handbook to living, working and shopping in Henley in Arden and the surrounding area and will also contain the Joint Parish Council's Annual Report and Accounts.

The A5 colour publication will be made widely available in the area, circulated to the residents, and supplied to estate agents to give to new house buyers.

The guide will include a detailed local map and extensive information about local organisations as well as editorial on the history and facilities of the area.

We have commissioned the specialist publishers Heritage Guides to produce the guide on behalf the Joint Parish Council. Alison Brown, who will be coordinating advertising for the project, can be contacted direct on 01789 766484 and will be pleased to assist you with any enquiries or requests for samples.

The Joint Parish Council very much hopes that you will choose to take advantage of this opportunity to promote your services and help make the project a great success for the benefit of the town.

Thank you for taking the time to consider this opportunity.

Yours faithfully,

**Bill Leech
Chairman**