



The Beaudesert & Henley-in-Arden Joint Parish Council

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

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The Minutes of the Council Meeting of the Beaudesert and Henley-in-Arden Joint Parish Council that took place on Monday 22nd May 2017 at 7.30 pm in the Memorial Hall, Station Road, Henley-in-Arden.

Present: Cllrs. Bill Leech (Chairman), Liz Jackson (Vice-Chair), John Garner, David Broadbent, David Tomlinson, Peaches Melhuish, Peter Crathorne, Peter Cornford, Mike Wilmott, Lorraine Taylor-Green, District Cllr Stephen Thirlwell and County Cllr John Horner.

In Attendance: 6 members of the public.

1 Apologies for absence and acceptance of apologies

Apologies were received and accepted from Cllrs Jayne Bridges and Heather Hemus.

2 Declarations of Interest and Dispensations

The Clerk advised that she had not received any Dispensation requests in writing this month. Cllr Bill Leech declared an interest in Item 11 as he ran the Rural Cinema which was a not for profit organisation. Cllr Crathorne declared an interest in planning application 17/01061/FUL, 17 Arden Road as he lived opposite.

3 Public Participation Session

- A Parishioner questioned whether minutes had been provided for the town meeting on 31st October and whether it had been a presentation or a meeting and how many Cllrs were present. He also questioned the accuracy of the JPC when it had reported that over 100 residents had attended. He went on to say that it had previously reported that there had been 40 responses with three dissenting. Cllr Crathorne responded and said that it had been a presentation to discuss traffic and parking and whether residents would be agreeable to a precept rise to support various town organisations. Cllr Leech confirmed that there had been eight or ten Cllrs present.
- Cllr Cornford confirmed that the room was full and it was an opportunity for residents to put forward their opinions. Cllrs had talked to those present and there was no vote taken, just a straw poll, which not everyone wanted to voice an opinion.
- Cllr Jackson said that no names and addresses had been taken so it was hard to specify an exact number of residents who had attended.
- Cllr Crathorne confirmed that those attending had been given slips of paper to respond to the questions and to the best of his recollection there were 40 residents who had agreed to a precept rise to support the Library and the Hub and three against. It also appeared that most were against building an additional car park in Henley.
- The Parishioner asked again why no minutes had been taken and Cllrs responded by trying to get the community to engage and a full report had been given at the following monthly meeting. Cllr Jackson also confirmed that this issue had been discussed at a number of meetings since the town presentation had taken place and that if residents felt strongly enough, the best forum to do this was by attending the monthly JPC meetings or by contacting the Clerk.
- Cllr Leech said that the purpose of the presentation was to encourage dialogue and debate and to reflect the wishes of residents.

4 Reports from County Cllr John Horner and District Councillor Stephen Thirlwell

- Cllr Leech welcomed the newly elected County Cllr to the meeting and congratulated him on his election. Cllr Horner reported that WCC was preparing

for the General Election next month and he had been talking with the present MP, Nadhim Zahawi about continuing development in the area.

- Cllr Horner confirmed that there were funds in the WCC budget for minor road schemes.
- Cllr Horner indicated his concerns regarding the amount of development on the outskirts of the surrounding green belt and possible encroachment from Redditch, Birmingham and Solihull.
- Cllr Horner asked what Cllrs thought about the Arden Community Forum and Cllr Crathorne responded by saying that he felt that it was a waste of time as most of the voting for priorities was done on line, however, it was a good way to network with other Cllrs in the area. Cllr Horner said that the Police gave a report. Cllr Leech advised that he and Cllr Crathorne attend the Community Forums and he supported the idea in principle. Cllr Crathorne confirmed that the next Forum was on 15th June in Henley.
- Cllr Horner indicated that he also had an interest in Flood Alleviation and the WCC Communities Group was working with local residents. Cllr Crathorne confirmed that there wasn't a flood action group in Henley at present and Cllr Leech advised that he and Cllr Crathorne attended the Flood Forums, which were particularly valuable. He went on to advise that Cllr Tomlinson had a particular interest in flood alleviation.
- Cllr Horner asked if it would be helpful if a Flood Officer were to attend a JPC meeting and Cllr Crathorne advised that the JPC had held a Resilience Presentation last year which had been well attended. However, it would be a good idea to hold a meeting.
- Cllr Cornford asked if he could speak to Cllr Horner about the traffic and parking issues in the town. Cllr Horner asked if the Clerk could send him the contact details for Cllr Cornford.
- Cllr Leech thanked Cllr Horner for submitting a copy of the Annual Report for the Arden Division and confirmed that it was about to be published in Henley News.
- Cllr Thirlwell reported that he had been re-elected as Deputy Leader of SDC. He went on to say that SDC had recently held their Annual Meeting and a new Chair had been elected, George Atkinson.
- Cllr Thirlwell advised that a parishioner had identified an issue with trees and the fence by the Mill at the last meeting and he confirmed that enforcement was now involved with both issues. He also went on to advise that enforcement was involved at premises in New Road, Hungar Hill.
- Cllr Thirlwell advised that he had been in touch with the SDC legal department regarding their option to buy the Croft Car Park and he confirmed that the SDC Solicitor had confirmed that they would not take up the option.

5 Minutes of the ordinary meeting held on 24th April 2017 to be approved and signed.

It was RESOLVED that the Minutes of the above meeting were confirmed as a true record and signed by the Chair. This motion was proposed by Cllr Crathorne, seconded by Cllr Garner and the minutes were then unanimously approved by those Councillors present at the meeting on 24th April.

6 Matters arising from the minutes of previous meetings and not on the agenda.

- A Parishioner interrupted the meeting and asked why his comments at the last meeting had not been recorded. The Clerk explained that the minutes were a record of decisions and not a verbatim account. Cllr Melhuish said that she felt that there was no legal requirement to record the comments made in the public participation session. Cllr Leech said that the minutes of the last meeting had been a comprehensive account and Cllr Jackson said that she felt that the minutes had been a right balance.
- Cllr Crathorne said that he had received some feedback regarding the grant application forms and how they could be improved. It was agreed to put this item on the agenda for next month.

7 Report by the Parish Clerk – Gill Bailey

- The Clerk reported that she was trying to organise an informal meeting with Cllrs which would be an information session on 3rd July. This would cover several topics, such as the NDP and the JPC receiving presentations from organisations that could hold virtual copies of documents that all Cllrs could access and traffic calming methods.
- The Clerk also reported that she had been notified that the No Dogs in the Play Area sign had gone missing from the Jubilee Playing Field. The cost of a replacement sign would be within the amount that she could authorise and would be in the region of £20.00.
- The Clerk confirmed that she had received an email regarding the Music Festival and whether it needed any financial support from the JPC. Following a discussion, it was agreed that an informal approach be made to the Chair of the Music Festival by Cllr Tomlinson.
- The Clerk advised that SDC were currently reviewing their existing Code of Conduct which 98% of parish and town councils had also adopted in the Stratford Area. She went on to say that she had attended an informal session at the SDC offices to discuss the implications of the existing Code and how it could be improved. She agreed to report back to the JPC once more information was known.
- The Clerk reported that she had received an invitation to attend an informal session at the NALC head office in London. Following the session, she had been informed that NALC intended to put forward some questions to the three political parties regarding their ideas on devolution, how to get more people engaged in their local communities and how they ensure that key discretionary services be provided during the continuing period of financial austerity. She asked whether any members of the JPC would like to express the views of Beaudesert & Henley in Arden and that she would welcome comments.

8 To review the planning applications report and the following applications :

Application no.	Proposal	Address	Submitted by	Comments due by / decision
17/00941/FUL	Proposed Extension to existing Workshop	Timber Yard, Liveridge Hill, Henley	R Adams & Sons	26.05.2017 No Objections
17/01134/FUL	Demolition of house, Coach House, Cottages 1 & 2 with the Stables and erection of 3 no new dwellings	Haven Pastures, Liveridge Hill, Henley	Byrne Homes Ltd	30.05.2017 Support with Conditions

- Cllr Broadbent reported that the planning applications spread sheet was available on the JPC web site. He also reported that the application received regarding Haven Pastures (**17/01134/FUL**) was for the demolition of three existing dwellings and the erection of three replacement dwellings which were lesser in volume and height than the existing, so he felt that it would be difficult to object to the proposals.
- Following a robust discussion, it was agreed that the JPC response should include a condition for the removal of permitted development rights for the remainder of the development. It was also agreed that the Clerk would contact David Jackson, the Chair of the NDP Steering Group and request that any proposed new development in the NDP area should not exceed the volume of the existing development.

9 Reports by Working Parties and Steering Groups

- **Finance and Asset Working Party**
 - Cllr Garner confirmed that the Finance Report had been uploaded to the JPC web site and circulated to Cllrs. The current balances as at 22nd May 2017 were Treasurers Account: £7,441.42 and the Deposit Account was £94,003.18.

- **To note the Schedule of recent Payments and Bank Balances and to approve any further invoices listed on the Finance Report**
- Cllr Garner advised that the legacy from Miss G Knight had been received too late to include it on the agenda but the JPC had already received representations from the two organisations which would benefit; the Christmas Lights Committee and Henley in Bloom. It was unanimously agreed that Cllrs Crathorne and Broadbent approach these organisations to ascertain how they would like to spend the funds.
- Cllr Garner reported that the Budget v Actual statement had been circulated to Cllrs and uploaded to the JPC web site and that he had altered the figures slightly to include the garage rental. Cllr Leech asked if the % spent on admin costs was in line with what the JPC had agreed in their election manifesto and Cllr Garner confirmed that it was 30.6% which did conform to their manifesto.
- **It was RESOLVED to approve the payments in the Finance Report. This motion was proposed by Cllr Garner, seconded by Cllr Crathorne and carried unanimously.**

- **Children’s Facilities Working Party – Verbal Report**
Cllr Jackson confirmed that the WP had not met recently; however, she was trying to arrange a meeting with the Clerk to discuss EU Procurement rules and was looking for two additional Cllrs to volunteer to assist with applying for potential funding. After a discussion, it was unanimously agreed that the Clerk would contact members of the WP to arrange a meeting and Cllrs Broadbent and Tomlinson would assist with applying for grant funding and be added to the Children’s Facilities Working Party.

- **Traffic & Parking – Verbal Report**
- Cllr Cornford reported that Cllr Thirlwell had mentioned the latest situation regarding the acquisition of the Croft Car Park and this had been reported earlier in the minutes. Cllr Cornford went on to confirm that the JPC had received an email from Eversheds Sutherland, Solicitors acting on behalf of the owners of the car park, Taylor Wimpey and that he would get in touch with them to discuss the up to date situation shortly.
- Cllr Cornford confirmed that he would arrange a meeting with the members of the Acquisitions WP and discussions would take place with all stakeholders following the acquisition of the car parks in Henley.

- **Maintenance & Emergency Planning – Written Report**
- Cllr Crathorne advised that there had been no emergencies.
- Cllr Crathorne said that he had circulated his Property Report and it had been uploaded to the JPC web site. He asked if the actions in his Report could be considered and said that he would like to draw the attention of the Cllrs to his proposals for improvements to the footpath used by pupils walking to Henley C of E Primary School under the Safer Routes to School scheme and adding the regular cleaning of Birdcage Walk to his on-going maintenance costs.
- Cllr Leech advised that he had received a number of complaints regarding the overgrown and untidy appearance at the southern end of Warwick Road running alongside the High School and from the School bus Park to the cottages by the traffic lights. Cllr Crathorne confirmed that this area had been mentioned to both SDC and WCC and neither authority would take responsibility for maintenance. He said that he felt that it would be up to the JPC to take over maintenance of this area and could be added to the list of jobs carried out by the JPC Maintenance Contractor twice a year.
- **It was RESOLVED that the actions identified in the Property Report be approved. This motion was proposed by Cllr Crathorne, seconded by Cllr Melhuish and carried unanimously.**

- **The Mount Steering Group**
- Cllr Crathorne confirmed that Cllr Broadbent had written to the Chair of the Mount Steering Group tendering his resignation.

- **Neighbourhood Plan Steering Group – Verbal Report**
- Cllr Leech advised that the Chair of the NDP Steering Group had requested a meeting with the JPC to brief them on the up to date situation with the Plan.

10 To discuss Flood Alleviation Schemes in Henley

- a. Cllr Tomlinson reported that it would be helpful to instigate discussion with the Environment Agency and Cllr Crathorne advised that the EA had acted very promptly and removed a tree which was causing a blockage which he had reported at the Bridge in Henley in Arden.
- b. Cllr Crathorne reported that the residents in Glenhurst Road had instigated a self-managed group in respect of issues which had been identified and associated with Ullenhall Brook.
- c. **Following a short discussion, it was agreed that this item would be removed as a standing item on the Agenda and Cllrs Crathorne and Tomlinson would take this project forward. It was RESOLVED that this motion is carried and was proposed by Cllr Crathorne, seconded by Cllr Melhuish and carried unanimously.**

11 To consider the status of the Rural Cinema Project

- Cllr Leech confirmed that the Rural Cinema attracted 100-120 members of the public to each showing. Cllr Leech asked if the JPC would consider the Rural Cinema to be formally adopted as an approved organisation in the town and to use the JPC's video projector and screen in the Memorial Hall. He went on to say that the Rural Cinema would be run as an off-shoot of HNOL.
- Cllr Crathorne said that he had severe reservations about whether the Rural Cinema should be considered as a new organisation in the town because it would add to the proliferation of unaccountable organisations in Henley. Cllr Crathorne went on to question the sustainability and accountability of the Rural Cinema if it was just run by one person.
- **Following a robust discussion where a member of the public interrupted the meeting to voice his opinions, it was RESOLVED that the JPC should draw up a formal agreement between themselves and the HWMT in respect of the use and management of the projector and screen. It was also pointed out that the JPC should request a copy of the Memorial Hall insurance details. This motion was proposed by Cllr Jackson, seconded by Cllr Melhuish and carried by the majority.**
- Cllr Crathorne's proposal for the Rural Cinema was rejected by default as the majority of the JPC agreed to the arrangements put forward by Cllr Leech. Cllr Crathorne requested the Clerk to minute his vote against the proposal.

12 'Wires across the High Street and additional Christmas Lights' Project 2017 – Update

- The Clerk reported that she had received an email from Duncan Bainbridge regarding the height clearances for abnormal load vehicles. The A3400 is classed as an abnormal route as vehicles travelling through Henley via a diversionary route from the motorway could be abnormal loads and the height clearance required was 7.5m above the highway. Mr Bainbridge confirmed that he had made contact with WCC, Highways and received a copy of the Safe Clearances Guide. Mr Bainbridge has said that the only practical location for the Catenary Wires would be between St John's Church tower and One Stop.
- **Following a discussion, it was RESOLVED that the JPC abandon the installation of the catenary wires across the High Street. Cllr Leech confirmed that the JPC had been badly misadvised and as such had incurred costs of £3,000 in professional fees. It was agreed that the Clerk look into whether the JPC could seek recompense for the costs. This motion was proposed by Cllr Cornford, seconded by Cllr Melhuish and carried unanimously.**

13 To discuss the forming of a Working Party for the commemoration of the ending of the First World War & the lighting of a Beacon on the Mount – ‘The Battle is Over - A Nation's Tribute’ – Update

- Cllr Leech confirmed that he had met with the Chair of Henley British Legion, Denis Cox to have preliminary discussions about the proposal to commemorate the ending of the First World War by the lighting of a beacon on top of the Mount.
- Cllr Leech confirmed that he had received a letter from the British Legion which had suggested that they organise the event and that the JPC consider funding the commemoration up to an amount of £5,000.
- Cllr Leech advised that he would be supportive of allocating some funds in the budget next year to fund the event. He went on to say that he had grave concerns about the weather in November and associated health and safety risks. He said that the idea would be to light a beacon on top of the Mount. Members of the public would be able to stand at the foot of the Mount and this would ensure control of lighting the beacon and keep the costs to a minimum.
- Cllr Cornford advised that a Road Closure Order would need to be applied for and residents notified of the closure.
- Cllr Leech asked a member of the public who was also in the British Legion for her perspective and she confirmed that the commemoration had been discussed at a recent meeting. Cllr Leech said that the JPC was trying to put everything in place well ahead of the event next year.

14 To discuss the JPC's membership of the Mount Trust

- Cllr Crathorne put forward a proposal on the screen for the response to the resignation of Cllr Broadbent for consideration.

'The council wish to confirm their absolute support for the community involvement with the development of the Mount. It recognises that this will be achieved by the community working together with Crockets Holdings and its property managers John Earle. The JPC does not feel that the current Mount Trust as a separate organisation is the most prudent way forward for the whole town unless it is a public trust with trustees elected by the resident of Beaudesert and Henley. The council is therefore withdrawing its representative from the Steering Group. We will continue to support the project in every other way'.

- **Following a robust discussion, it was RESOLVED that a courteous letter be written to the Mount Trust advising that the JPC wished to withdraw their representative from the Trust. This motion was proposed by Cllr Leech, seconded by Cllr Jackson and carried by the majority. Cllr Crathorne's proposal for the suggested text above was rejected. Cllr Crathorne requested the Clerk to record his vote against.**

15 Bus Shelter Review - Update

The Clerk reported that Cllr Crathorne and herself had arranged a meeting with Johnsons Coaches to discuss this project further and to ascertain what the company would like to install in the Bus Shelters. Cllr Crathorne said that he thought that wooden bus shelters looked much nicer and were far more aesthetically pleasing and Cllr Leech agreed. The Clerk agreed to report back to the next meeting.

16 Reports from Councillors – exchange of information only.

- Cllr Cornford advised that he and his wife had attended the Royal Garden Party at Buckingham Palace last week and they had both enjoyed the event enormously and had an amazing day. He would positively encourage his fellow Cllrs to enter into the draw next year.
- Cllr Crathorne reported that the Arden Community Forum is due to take place on 15th June in Henley at the Memorial Hall.
- It had also come to his attention that the Town Guide was not always handed out by Estate Agents in the area and it was agreed to supply more of the Guides to them.

- Cllr Leech advised that there had been an article in the Stratford Herald about free town centre Wi-Fi launched in Alcester. The Clerk was requested to contact the Chair of Alcester Chamber of Trade and Commerce to find out more details.
- Cllr Crathorne asked the Clerk to see whether the C of E Primary School would be a suitable venue for the JPC meeting next month.

17 Items for private session

There were no items for private session.

To confirm the date and time of the JPC Annual Parish Council & Ordinary meeting which will be held on Monday 19th June 2017, commencing at 7.00pm in the Memorial Hall Committee Room.

Signed

Dated