

**BEAUDESERT & HENLEY-IN-ARDEN
JOINT PARISH COUNCIL**

*Minutes of a Meeting held at the Baptist Church Hall, High Street,
Henley-in-Arden on Monday 19th January 2015
Meeting commenced at 7.15pm and ended at 8.50pm*

PRESENT:

Cllrs: R Hubbocks (Chairman) , A Field, E Field, L Goodman, C Goodman, N Haycock, W Leech, G Matheou, (also District Councillor), C Milsom, J Love, G Trinder.

In Attendance: County Councillor M Perry, District Councillor S Thirlwell & Mrs J Walsh, Officer for the Council.

There were 6 members of the public present.

The Chairman notified those present of the revised ruling to permit recording of the proceedings, subject to consent when appropriate. The Chairman's decision on whether to permit recording would be final.

1. Apologies for absence.

Apologies were accepted from Cllr Willmott.

2. Declarations of Interest and Dispensations

To receive declarations of interest from Councillors on items on the agenda

To receive written requests for dispensations for disclosable pecuniary interests (if any)

To grant any requests for dispensation as appropriate

A member who has disclosed an interest at a meeting must not participate (or participate further) in any discussion of the matter and must not participate in any vote taken and must withdraw from the room.

The following declarations were made in connection with Item 11a – community grants:

Cllrs L Goodman and C Milson – Henley in Arden Xmas Lights Working Party

Cllr Leech – Henley in Arden War Memorial Trust

Cllr Trinder – Henley in Arden Evergreens and Henley in Bloom

Cllr Love – Henley in Bloom

Cllr E Field – Community Library and Henley CE Primary School

Cllr A Field – Henley CE Primary School

3. Public Participation Session

The Joint Parish Council will hear first from Councillors with prejudicial interests who must leave the room immediately after they have made their representations, answered questions or given evidence. Residents are then invited to give their views and ask questions of the Parish Council on issues on this agenda, or raise issues for future consideration at the discretion of the Chairman (maximum 3 mins each). Members of the public who have questions that are more detailed should contact the Clerk for guidance on how to register their comments. Following Public Participation, the public are welcome to stay for the remainder of the meeting but can make no further representations. No decisions will be made in this part of the meeting.

4. Reports from County and District Councillors

Cllr Perry reported that: a) Lighting columns on Back Lane were being replaced in February. b) Planning application for alterations to The Croft car park had not been submitted pending WCC plans to adopt the access road to the site as the footpath did not comply with national regulations and could not be widened due to adjacent properties. c) A lighting column - access to William James Way, was still out of action pending completion of work to the Old Mill. d) WCC Highways had objected to proposed work to create a natural burial ground at Haven Pastures, Liveridge Hill. The application had subsequently been withdrawn. e) The WCC Lengthsman scheme for maintenance work by parish councils had been extended. f) A bid was in hand for funding to introduce traffic calming measures on Blackford Hill and approach to traffic lights at Warwick/Stratford Road junction. Following questions from Cllr E Field regarding queries she had received via the JPC Neighbourhood Plan Facebook page, Cllr Perry confirmed that turn-off of street lights in secondary and residential areas had secured substantial savings

and there had been very few objections from people following implementation of the scheme or statistics to indicate an increase in crime had occurred. Use of LED lights would assist in the residual lighting being of higher quality which would assist in the overall provision for residents if funding permitted. The JPC would look into whether a grit bin on Brook End Drive could be serviced by WCC and if a suitable site for a bin could be identified. Cllr Perry would also ascertain whether gritting lorries could include Station Road in the schedule as the road had a steep gradient and was a busy thoroughfare. Cllr Field also requested consideration of the main route to the primary schools via Arden Road for gritting.

Cllr Thirlwell reported that examination of the Core Strategy was underway and SDC Cabinet had recommended a 0% increase in Council Tax for 2015/16.

5. Minutes of the JPC meetings held 15th and 22nd December (special) 2014 to be approved and signed

The minutes of the above meetings were approved unanimously and duly signed by the Chairman.

6. To report matters arising from the minutes of the meetings held 15th and 22nd December 2014 not on the agenda (for information only).

Meeting held 15/12/14 – Item VB1- Neighbourhood Plan (NP) report – The Officer had followed up Mr Jackson’s request to consider running the referendum for the NP concurrently with the May 2015 elections to minimize costs of administration. Unfortunately, no NP referenda within the District could be held until the Core Strategy had been approved. It was therefore highly unlikely that the timescale would allow for the Henley NP referendum to be held by May. The Officer would look into whether the JPC would be charged for the referendum if held on a separate date.

7. Correspondence and other matters arising for consideration

VB1- Update report on Neighbourhood plan and to consider any changes to draft questionnaire (attached)

Councillors had previously been circulated copies of a first draft of the NP questionnaire for the town. Cllr C Goodman asked why there were no questions on facilities for the elderly and the NP Steering Group agreed to incorporate relevant questions as requested. Mr Jackson added that the Steering Group were working closely and being supported by the NP team at SDC who were co ordinating the administration and analysis of the questionnaire for the council. The Chairman asked that councillors with any further comments on the questionnaire should email them to the Officer so they could be forwarded to Mr Jackson.

Discussion ensued regarding the community/business meetings that had been held, and whether all the comments made at the meetings had been reported back through the correct channels to the parish council. It was reported that there had been some concerns expressed by the local business trading on High St, regarding competition from the market that was being trialed – some of these views being the focus of a recent article in the local press. The Officer had been contacted two weeks ago by a freelance journalist asking for comments on an alleged row brewing between shopkeepers and the parish council. The Chairman and Officer stated that only one complaint from a resident had been received by email (reported at JPC meeting in December 2014) and that no communication from any of the business community had been sent to the council. A full review of the market would be held in February 2015. The press had also been advised by the Officer that council actively welcomed responses from anyone in the town regarding their views on the trial market but it was difficult to evaluate the depth of feeling if the said complainants had not directed their views to the council itself. The Chairman reminded all councillors that if they received any information from a legitimate source relating to any matter directly linked with the JPC, then they had a duty to bring this to the Council’s attention as soon as possible so that a response from the whole Council could be considered.

VB2- To receive update report from WALC regarding National Planning Policy Framework (NPPF)

Councillors noted the contents of a briefing paper on the Inquiry into the National Planning Policy Framework which included the on-going need to ensure that only sustainable development, the issue of land supply and a focus on more to protect town centres from decline.

VB3-To note communication from SDC regarding government consultation on proposed cap on precepts

Notification had been received at short notice over the Xmas period, of a consultation with parish/town councils regarding the possible imposition of a 2% cap on precepts in 2015/16. As the deadline for responding was 15th January 2015, a letter from the council was drafted by the Chairman, Chair of the Finance Committee and the Officer, expressing dismay over the time allowed; concerns regarding the cap proposal causing more costs if

referenda were introduced for those councils with precepts over the 2% limit, and an explanation of why the council needed to set a higher than 2% budget for this year. Council concurred with the views expressed adding that they felt at the 'bottom of the line' when it came to bearing the true cost of cuts to service provision by higher levels within local government.

VB4- To consider timescale of public meetings involving the JPC in 2015 during election period

Following receipt of advice issued by WALC on protocols in the run up to the May 2015 local elections, it was agreed that the annual parish assemblies which had been originally scheduled for April 2015, be deferred until after 7th May when a new date for the two parish meetings could be agreed.

8. Reports from councillors attending meetings, training, conferences etc. on behalf of the Parish Council

There were no reports made.

9. Committee Reports – To receive and consider draft minutes on committee reports

Finance Committee 17th November and 1st December 2014, Planning Committee 1st December 2014.

The minutes were approved.

10. Any Other Business – exchange of information only

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

The Chairman informed councillors that if they wished to make comments in the media on any matter concerning the parish council, they must make it clear that they are made by them as an individual, and not representing the views of the parish council as an organisation. General statements concerning decisions made etc. must be carried out in accordance with the approved press/public relations policy set out by the JPC and directed to the Officer to send out a formal response.

Cllr L Goodman reported that work had commenced on conversion of the former Police Station to office space.

Cllr C Goodman reported that full rectification to damage caused to the riverlands following unauthorized tree works had now been carried out by a private contractor. Cllr Goodman had been asked by residents whether the JPC would consider installing a grit bin on Brook End Close, this request also having been made to the Neighbourhood Planning team during consultation. The Officer would ascertain if WCC would consider adding an additional bin to the existing fill route and if so, determine whether a suitable position could be found that would be accessible for the grit lorries and the public.

Cllr Matheou had made a personal reply to the Editor of the Stratford Herald following publication of an article from a freelance journalist regarding the High Street market in Henley. The Officer added that the reporter had telephoned the parish office a few weeks ago at the request of the Editor of Henley News asking for a quote from the Chairman regarding claims that there was dissatisfaction amongst the local business community about the market which they felt was in competition with their own businesses. The Chairman confirmed neither he nor any councillor, had received any notification from the business community. The Officer then provided factual information on the decisions made by the council in connection with the trial market.

Cllr Leech was asked why he did not report back to the council if he had been aware of adverse comments from local businesses. Cllr Leech replied that the dissent referred to by the above reporter had been raised at the NP business consultation meeting held last November and that several other JPC councillors had been present besides himself. The Chairman responded by reminding all councillors of their responsibility to report on any matters directly concerning the JPC, to the council as soon as they were aware of them so that full discussion could take place. Cllr Hubbocks reiterated his earlier statement that High Street shopkeepers had all been given the opportunity to have a market stall if they wished but none had done so. In addition, no representations either verbal or written had been made to the council by any business owner expressing concerns about competition from the trial monthly market.

The Officer reported on the following: a) The Council's Internal Auditor would be conducting his annual audit on 12th February 2015. b) Applications were invited for nominations for attendees to the Royal garden party in May 2015. c) A new County Secretary for WALC had been appointed. Mr John Crossling would be taking up office in March following the retirement of the outgoing Secretary, Alison Hodge. A letter of thanks would be sent on behalf of the JPC. d) The War Memorial Trust had notified the Officer of a meeting held with the owners of the land at the Mount regarding future partnership working with volunteers. The JPC were reported to have

been notified by the Trust before the meeting but it was confirmed that this had not been the case. The Officer had written to the land owners stating if they wished to contact the JPC directly, the council would be happy to consider any proposals. A reply had not been received to date. e) Consultation was in hand regarding proposed changes to legislation concerning Parish Polls.

11. To authorise the signing of orders for payment

000630- Henley in Arden Parish Church- grant towards cost of church bell ringing 2014-£480.00
 000631-Stratford District Council – Neighbourhood Plan project fees- £3,223.20
 000632-J Dukes- printing leaflets for Neighbourhood Plan- £710.00
 000633-Diane Malley- payroll administrationfees- £50.00
 000634- JP Vale – maintenance etc. December 2014- £318.58
 000635-Malcolm Dyson Stationers Ltd- Stationery and printing newsletter and annual review (£370) £527.76
 000636- S J Barwood- consultancy fees, Neighbourhood Plan- £1,000.00

Auto payments – Mrs J Walsh/Mrs J Savage- Salaries for January 2015
 WCC pensions – contributions for January 2015

All payments were agreed unanimously.

11. 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”.*

Council agreed unanimously to move into private session for the following discussion which related to contractual/financial matters with the parish council.

a) To consider recommendations from the Finance Committee regarding community grant awards 2015

Following consideration of the applications received from community organisations, the council resolved to award the following grants:

Community Grant awards 2015

War Memorial Trust (Sports & Rec'n Clubs)	3,000
War Memorial Trust (Memorial Hall)	1,750
War Memorial Trust (Hub Youth Club)	1,500
St Marys primary school	500
Henley Community library	3,500
Henley in Bloom	3,000
Henley Xmas Lights working party	2,500
Henley Heritage Centre	1,000
Henley CE School	500
Henley in Arden Parish church	550
Henley Neighbourhood Watch	150
Henley Seniors	150
Henley Evergreens	250
Warwickshire Vision Support	150
Henley Scouts	750
TOTAL	£ 19,250

b) To consider renewal of licence agreement for parish office accommodation

Following a report from the Officer, Chair of the Finance Committee and Chairman, the council agreed by a majority of 10 votes to 1 (Cllr Leech objected claiming that the decision should be deferred until after the May

elections) to renew its licence agreement for the current office accommodation for the Council for a further three years on the existing Terms and Conditions.

13. Date and time of next meeting:

The next meeting will be held on **Monday 16th February 2015 commencing at 7.15pm**