

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

*Minutes of a Meeting held at the Baptist Church Hall, High Street,
Henley-in-Arden on Monday 22nd June 2015
Meeting commenced at 7.15pm and ended at 9.15 pm*

PRESENT:

Cllrs: W Leech (Chairman), D Broadbent, P Cornford, P Crathorne, H Hemus, E Jackson, L Jackson, J Garner & M Willmott.

In Attendance: District Cllr S Thirlwell, Mrs J Savage, Assistant Officer for the Council,
There were 23 members of the public present.

1. Apologies for absence.

Apologies for absence were received from Cllr Bridges and Cllr Perry.

2. Declarations of Interest and Dispensations

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

To receive written requests to consider or grant dispensations for disclosable pecuniary interests.

N.B. 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.

There were no declarations submitted or dispensations given.

3. Public Participation Session

Les Goodman, reported that an article had been placed in the Stratford Herald stating that Henley-in-Arden Parish Council intend to improve the Christmas lights. Mr Goodman asked what right Cllr Leech has to do this and can all public comments from the parish council cease.

Mr Goodman also expressed his concern regarding agendas and working parties. He said that in the past all council meetings were open to the public and all minutes were available to view. New working parties are closed to the general public.

Cllr Cornford, Cllr Crathorne and Cllr E Jackson responded; Parish council is attempting to raise money to increase lights, property owners are being asked to put up brackets and contribute funds.

Working parties will invite members of the public and will provide the full council with information and reports.

Roger Hubbocks asked if working party dates are available to the general public.

Cllr E Jackson responded that some working groups will be open to the public and some will be invites only.

4. Reports from County and District Councillors.

Cllr Thirlwell reported that a leaflet had been distributed regarding change of date for refuse collection. Only a few areas will change and house holders will be notified in the next couple of weeks. However, times of collection may change. He also reported that the chairman of Stratford District Council had called a meeting regarding Core Strategy. The results of the new policies will be available in Mid-July and temporary policies have been adopted. Probably there will be no changes to Henley at the moment.

Cllr Leech complimented the refuse collection.

5. Minutes of meeting for approval – Monday 18th May 2015 (annual meeting), Monday 18th May 2015 (ordinary meeting), Monday 8th June 2015 (special meeting)

Minutes were noted with the following amendments:

18th May Annual meeting – Cllr E Jackson was removed from items 6 and 7.

18th May Ordinary meeting – meeting start time amended to 7.30pm and an addition was made to Cllr Perry's report; financial accounts of the Music Festival are open to review by any member of the public in Henley.

8th June – Cllr Cornford re-joined the meeting following item 8 d) and before Cllr Linda Jackson spoke.

8th June Appendix 1 – item C. V. should read Reporting councilor Peter Crathorne with Peaches Melhuish, Peter Cornford and Liz Jackson.

Item C.VI. Amended to add Cllr Bridges to the working party.

Item C.VIII. Amended to first report due 17th August 2015 and reporting councilor is Liz Jackson with Peter Crathorne, Liz Jackson and Mike Willmott.

6. To report matters arising from the above meetings

18th May Item 7 – Bank mandates still not in place.

8th June Item 8 - Have blocked drains been reported.

7. Correspondence and other matters for consideration

VB1 – To consider report from Cllr Cornford regarding Parish Assemblies for 2015.

Cllr Cornford and Cllr Crathorne reported they had no conclusive outcome to their investigation and further research is required.

VB2 – To consider draft Terms of Reference for JPC working parties (structure as agreed in Appendix 1 to the minutes of JPC on 8th June)

Cllr Crathorne proposed the following term of reference were agreed: Traffic and Parking, Children's Facilities, Personnel, Website and Logo, Finance and Assets and communications and events.

Standing Order Terms of Reference required further investigation regarding "arrangements of emergency events" and the working party for Planning Applications should take more formal advice from Cllr Thirwell and the Planning Clerk.

VB3 – To consider draft Planning Protocol document

Cllr Willmott proposed the approval of the Planning Protocol document to be implemented with the addition of the planning clerk to be given delegated power to respond to planning applications for trees. This was seconded by Cllr Peaches.

VB4 – The Newsletter content and style was agreed and Cllr Peaches requested the clerk to arrange for printing for circulation by mid July 2015.

Cllr Peaches reported that she has a meeting with a contractor regarding wires across the center of the High Street to advertise events in Henley.

Cllr Garner proposed the approval of the website; this was seconded by Cllr Peaches.

VB 5 – To consider planning report as at 16th June 2015.

The report was noted and the following decisions were made;

15/01658/FUL & 15/01659/LB 239 High Street, Single storey rear extension – No representation

15/01879/FUL 40 Meadow Road, Loft bedroom conversion – No representation

15/01960/LBC 54/56 High Street, Change of use – deferred

VB6 – To consider feedback from Councillor training session on 20th June 2015

Very good training and content.

8. Reports from Councillors on attendance at training and meeting of outside bodies on behalf of the Parish Council.

Councillor Training Session 20th June 2105;

Ask Clerk to supply copies of new WALC circulars and also clerk to supply WALC password.

Cllr Thirwell explained that Henley has a “Main Rural Centre” status, not a Village or Town Status. This is a historical recognition determined by the size of the population.

Cllr Crathorne stated the parish council should tread very carefully before applying for “General Power of Competence”. It should be understood if it benefits or disadvantages the council. Agenda item for the next meeting, research to be sent ahead of the agenda.

Bill Robinson (trainer) was definite in that the general public and the councillors can record meetings.

The presenters of the meeting, Bill and Georgina, both support the idea of working parties. The councillors did not raise the subject of working parties.

9. Any Other Business

Cllr Broadbent had received a complaint regarding maintenance carried out on Prince Harry Road, where it meets Warwick Road. Who is responsible for tidying up the land?

Two additional defibrillators have been installed; one at the golf club and one inside the tennis club.

Eight items were missed off the agenda, clerk to explain why.

Car parking issues will be addressed by the working party.

Cllrs Meluish, Leech, E Jackson and Crathorne will attend the Speech Day at St Mary’s Catholic Primary School.

Cllr E Jackson expressed concern regarding older youths using the Jubilee and Riverside play areas. To be placed on the agenda for the next meeting.

Elaine Field and Amanda Pale will be involved in the Children’s Facilities Working Party.

Cllr Crathorne reported a large tree branch had cracked behind Cllr Thirwell’s house, between the two bridges.

The spring on the gate to the children’s play area doesn’t close.

The new apparatus in the play area possibly needs new chippings, the membrane has moved above current chippings.

Cllr Crathorne would like to see a copy of the tree survey and meet with the maintenance man. Clerk to find out how he invoices the parish council. John Vale’s contract to be discussed at the next meeting.

The councillors requested that the bank balance and all transactions should be reported at monthly JPC meetings.

The clerk reported that the parking officers cannot issue tickets to those blocking access to the pavement.

11. To authorise the signing of orders for payment

000674 – Malcolm Dyson Stationers Ltd – printer & cartridges and stationery £94.13

000675 – Warwickshire Training Partnership – Training fees Cllr Leech £ 30.00

000676 – J P Vale – Maintenance and grass cutting May 2015 - £1303.20

000677 – R Small – Tree work on Riverlands - £1560.00

12. Items for Private Session

Minutes prepared separately and forwarded to Cllr Garner

13. To confirm the date and time of the next meeting

The next meeting is scheduled for **Monday 20th July 2015-commencing 7.15pm**

Chairman’s signature

date