



The Beaudesert & Henley-in-Arden

Joint Parish Council

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

Minutes of the meeting held at on 29th June 2015 at 2.30pm
in the Conference Room, Forward House, High Street, Henley-in-Arden.

Present: Cllrs Leech, Linda Jackson, Broadbent, Garner, Crathorne and Willmott. There were 5 residents present.

1 **Apologies for absence.** Cllrs. Melliush, Bridges, Hemus, Cornford, Taylor-Green. Elizabeth Jackson had sent apologies indicating she had been held up and would be late.

2 **Declarations of Interest and Dispositions** There were none.

Councillor Elizabeth Jackson Joined the meeting at this point.

3 **Public Participation Session.**

Residents are invited to ask questions of the Parish Council on any issues, at the discretion of the Chairman.

Jayne Llewellyn drew the council's attention to the fact that there was no representation from the parish council at the armed Services Day Service and parade last Saturday. She said that many people thought it was dreadful that the parish council was not represented at this very important event in the life of the town.

The Chairman responded by offering apologies to the town stating that he and a number of other councillors had prior engagements and he very much regretted that the council was not represented.

Les Goodman said that he was surprised that the matter of the resignation of the Parish Clerk and her assistant in one week was not on the agenda.

The Chairman replied that the letters of resignation had not been received in time to be included on the agenda prior to the 3 days public notice for today's meeting. He continued that the matter would be on the agenda for the next meeting.

Les Goodman added that in his view there was time. Given the date on the letter.

Les Goodman observed that the council website had shown an announcement of the appointment of Karen Parnell as the clerk in a temporary capacity and this was illegal since no decision had not been made by the council. He continued that if he had been able to obtain a copy then it was in the public domain for anyone to access at that time.

The Chairman commented that the announcement was premature and had been withdrawn and was in fact on the unpublished version of the Web Site.

Les Goodman continued that if he had a copy then it must be a public web site. He said that the vacancy should be advertised.

The Chairman assured everyone that the proper procedures for the appointment of a parish clerk would be carried out.

Les Goodman requested an explanation of the need for a special meeting this afternoon to discuss again the issues around Christmas lights. He stated that there was no organisation called the Christmas Lights Committee that the Christmas Lights were nothing to do with the Council but were a stand alone organisation, and the finances are no concern of the Council. Cllr L Jackson then stated that the Council Could probably make a better job of the lights and that the Council should stop the grant to the Christmas Lights.

Cllr Broadbent also stated that Section 7 of the Grant Application stated that the Council had the right to ask for a report for any grant over £1000.

Les Goodman said that that report could be requested after the project was complete.

The Chairman replied that the parish clerk had been asked to write to the Christmas Lights Organisation requesting a report on the current state of the finances and the plans for this November. She had stated she could not do this because she felt that no decision had been made by the council. A number of councillors had asked for this meeting to make a decision this matter.

Les Goodman said he could not understand why there needed to be a fourth member of the personnel committee.

Cllr Elizabeth Jackson responded that it was the intention of the personnel committee to carry out the Grievance procedure properly. In order to have members for the Grievance Panel hearing and if required a subsequent Appeal Panel thereafter another member of the personnel committee was desired to give flexibility.

Carsina Goodman raised the issue of a comment made by the chairman a number of years ago when he stated that the clerk's tasks could be carried out by a pensioner. She went on to ask if the council would be recruiting such a person for the post.

The Chairman responded that due consideration would be given to equal opportunities and that every candidate would be considered fairly on their merits when the appointment process is carried out.

Carsina Goodman then asked whether the council would take note of the advice given by Karen Parnell in her letter of resignation to the council in 2008 which she felt were relevant to the present situation. As the information quoted was quite complicated Cllr. Crathorne requested a copy of the letter, this request was refused. Carsina Goodman then proceeded to read from the letter the following statements which are summarised below:

The work of the council required the increasing of the hours of work to full time with the additional hours in order carry out the duties determined by the parish council and to respond properly to other

parties, other councils and the community.

Carsina Goodman went on to say that the provision of full time plus a part time clerk was necessary and asked that the council take this into account when they considered the replacement of the parish clerk.

4 Reports from County and District Councillors. There were none.

5 Matters for Consideration

15/001 It was resolved that no further action be taken for three months in respect of the Christmas Lights Organisation and that Cllr Crathorne should pursue an informal approach to the group to ascertain whether any reasonable progress could be made. He was asked to report to a council meeting in three months. Proposed Cllr. Crathorne Carried 5 votes None against and 1 abstention.

15/002 It was resolved to appoint a fourth Councillor to the Personnel Committee. Proposed by Cllr. Elizabeth Jackson Carried unanimously.
It was resolved to appoint Cllr Linda Jackson to the Personnel Committee. Cllr. Elizabeth Jackson, Carried unanimously.

15/003 It was agreed that the appointment of a Chairman and Vice Chairman should be left to the Personnel Committee. Proposed by Cllr Crathorne Carried unanimously.

15/004 It was resolved that Mrs Tara Winter should be co-opted to the Communications and Events Working Party. Proposed by Cllr Leech Carried unanimously.

At this point Cllr. Elizabeth Jackson left the meeting.

15/005 The matter of the right of all Councillors to enter the parish office in Forward House at any time and on all days of the week was not put. Proposed by Cllr Crathorne. Carried unanimously.

15/006 It was resolved to appoint Cllr Leech, Cllr Garner, Cllr Peter Crathorne and Peter Cornford as nominated key holders on behalf of the Councillors. Proposed by Cllr Linda Jackson Carried unanimously.

15/007 It was resolved that Elaine Field and Amanda Dale be co-opted to the Children's Facilities Working Party. Proposed by Cllr. Crathorne Carried unanimously.

6 Any Other Business – exchange of information only.

6.1. Cllr Linda Jackson announced that a market will be held in the Car park of the Black Swan commencing Saturday 1st August 2015 9.00am – 4.00pm and Sunday 2nd August 9.00am – 2.00pm.

6.2. Cllr Leech reported on a very useful day undertaking the training for Chairman of Parish Councils. He had learned a lot. He noted that advice was given that there should be no “Any Other Business” on a parish council agenda. This item would therefore be withdrawn from future agenda.

7 Items for private session There were none.

8 To confirm the date and time of the next meeting

It was resolved that the next meeting would be held on Monday 13th July at 7.15pm at the Baptist Church Hall subject to availability. This would accommodate the need for a full council meeting to consider an important planning proposal where the response date was before the original date of Monday 20th July 2015 – commencing 7.15 pm which was now cancelled.

Signed as a correct record
Chairman.

Date 13th July 2015.