

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

*Minutes of a Meeting held at the Baptist Church Hall, High Street,  
Henley-in-Arden on Monday 13<sup>th</sup> July 2015  
Meeting commenced at 7.15pm and ended at 9.15 pm*

**PRESENT:**

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

In Attendance: District Cllr S Thirlwell, County Cllr M Perry, Mrs J Savage, Assistant Officer for the Council,  
There were 40 members of the public present.

**1. Apologies for absence.**

Apologies for absence were received from Cllr Bridges, Cllr Crathorne and Cllr Taylor-Green.

**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.*

Cllr Cornford declared he was an associate of David Sleaford but had no interest in planning application 15/02051/FUL.

Cllr Meluish declared an interest in planning application 14/00245/OUT; this is her parent's property.

**3. Public Participation Session**

Roger Hubbocks raised the following concerns;

- a) The website does not contain telephone numbers or email addresses for any of the councillors.
- b) Not everyone in the parish had access to email and some residents feel out of contact with the parish council regarding planning issues.
- c) Will the clerk vacancy be advertised in the Stratford Herald?

Cllr Leech responded;

- a) All contact details will be added to the website within the next 48 hours.
- b) New arrangements regarding planning are in progress.
- c) The clerk vacancy has been advertised on the website and via WALC. To date the council have received 3 applications. Due to the cost of an advertisement in the Herald this will be considered at the next meeting.

Chris Milsom asked if we had a cost to reposition boundary markers.

Cllr Perry responded; the council can move the markers themselves provided they follow correct guidelines.

Mr McKenzie from 105 High Street spoke regarding planning application 15/02222/LBC 107 High Street;

The property is a Grade II listed building and is a heritage asset. The flat roof extension conflicts with the surrounding properties. The ultramodern design is totally out of character with the street scene. The proposed extension is more than 60% of the original footprint. The parish council sent a response of "no representation" on 7<sup>th</sup> July.

Cllr Willmott responded; He has studied the design statement and felt that SDC Heritage Department have the expertise to deal with the application and the Parish Council are not sufficiently experienced to comment.

Aubrey Dipple spoke with concern that the Parish Council are not prepared to make planning decisions.

Roger Hubbocks expressed concern that all planning decisions are given to SDC and comments should be made by the Parish Council.

#### **4. Reports from County and District Councillors.**

Cllr Perry:

- The Catholic School has been given a five year planning agreement to keep the temporary buildings.
- A sum of three million pounds has been given to the School Safety Zone and routes for School scheme. The local officers along with a task force are reviewing Arden Road.
- A 30 MPH reminder will be installed at Blackthorn Hill.
- £5,000 is available for grants, applications are being completed now.
- River House School has received an “inadequate” Ofsted report. A temporary head has been appointed.
- Superfast Broadband is now installed in 188 cabinets. Contract two will commence in the summer of 2018.
- All the arrangements for the Music Festival have been made.

Cllr Thirlwell:

- A meeting will be held next week to consider the Interim Core Strategy Report. Henley should provide 65 dwellings, 71 are already completed. Therefore Henley should not be considered for further development.
- The Planning authority does contact the Parish Council and request they should consider plans very seriously and in the eyes of the public.

#### **5. Minutes of meeting for approval – Monday 22<sup>nd</sup> June 2015, Monday 29<sup>th</sup> June 2015**

Minutes were approved unanimously and duly approved by the chairman.

#### **6. To report matters arising from the above meetings**

None.

#### **7. Financial Report**

Cllr Garner: The new bank mandates are now in place.

The bank balance is £10,000 with a further £58,000 on deposit

The photo copier contract is due for renewal; Cllr Garner will investigate costs and recommend appropriate action.

#### **8. WALC Circulars**

None

#### **9. Review of the Committees and Working Parties.**

**a) Personnel committee** – looking to appoint two panels at the next meeting

**b) Financial and Asset Working Party** – report given at item 7

**c) Personnel Working Party**

**d) Communications and Events Working Party** – Tara Winters has now joined the committee.

The committee are still investigating the installation of three advertising wires across the High Street. Cllr Perry advised that the wires should be installed more than six metres above the height of the pavement and the Parish Council should consult with SDC to discuss health and safety issues. Cllr Thirlwell advised that SDC will consider how this sits in a conservation area and the impact on listed buildings. It was decided that more homework is needed before a decision can be made and will be reconsidered at the next meeting.

**e) Website and Logo Working Party** – All of the councillors contact details will be added to the website in the next 48 hours.

**f) Children’s Facilities Working Party** – more investigation needed, a written report will be provided before the next meeting.

**g) Planning Applications Working Party** – 107 High Street Planning Ref: 15/02222/LBC. Cllr Willmott advised Mr McKenzie to make his objection on line. Cllr Willmott will withdraw his response of “No Representation” and send an objection with relevant comments. Cllr Thirlwell said the councillors should use their right to comment on plans, this is a great power and the Parish Council should reflect it.

The councillors voted unanimously to object to the plans with the following comments: The parish council believes that the design of this application is not in keeping with the requirements of the conservation area and the historic nature of the grade listed buildings involved.

The design of the roof structure both in colour and form clashes with the historic character of the gables.

The parish council is concerned that if the plan goes ahead it will create an unwelcome precedent for future development in Henley.

However, the council does not object to an extension, and would welcome a resubmission in a more sympathetic style that meets the needs of the conservation area.

**h) Traffic and Working Party** – on the 20<sup>th</sup> July a group of councillors will be reviewing all parking spaces and will submit a report before the next meeting.

**i) Standing Orders Working Party No report**

**j) Emergency Planning Working Party No report**

## **10. To consider the Council’s response to the substantial planning Application(s)**

<b>Application No</b>	<b>Proposal</b>	<b>Address</b>	<b>Applicant</b>
15/02051/FUL	Demolition of existing office and Workshop, erection of four new apartments	3 High Street	David Sleaford

Mr Sleaford explained that he had failed to rent or sell the building and as concluded that there is no demand for further offices on the High Street and has therefore submitted plans for the apartments.

The councillors made a unanimous decision that the proposed plans are out of keeping with the architecture of the High Street and the Heritage area. However, they do not object to the building of apartments with a design more sympathetic to the area. They asked Mr Sleaford to withdraw this planning application and submit new plans.

## **11. Matters for Consideration**

- 15/013 To approve a JPC Nominated Representative for the Allotments - Cllr Crathorne was approved with the assistance of Nick Haycock.
- 15/014 To approve a JPC Nominated Representative for Emergency Planning – Peter Craythorne was approved.
- 15/015 To approve supporting application to join ‘*Walkers are Welcome*’ Network – Approved.
- 15/016 To approve moving the Town Boundary signs to the correct boundary positions. Cllr Perry confirmed that the handyman can carry out the work in consultation with SDC to ensure correct positioning. Cllr Broadbent with research costs and provide a written report before the next meeting.
- 15/017 To approve applying for Town Status – Cllr Thirwell confirmed that a “Town Status” doesn’t effect the housing quota in Henley. It was agreed to defer this item until January.

- 15/018 To approve special topics at future meetings – Councillors agreed to discuss parking at the August meeting, emergency planning in September, town events in October and grants in November.
- 15/019 To note that it is a legal requirement that all Supplier Contracts must be shown on the website.
- 15/020 To note that it is a legal requirement to allow recording of all public meetings without restriction and to include a notice on all future agendas.
- 15/021 To approve the sending of the summons for Council meeting by email – Approved.
- 15/022 To approve the process for the appointment of an Interim Parish Clerk – Approved.
- 15/023 To approve the process for the appointment of a Parish Clerk – Approved.
- 15/024 To consider the report of the Stratford District CCTV Partnership Forum. Held at Elizabeth House 3rd June 2015 – Cllr L Jackson asked if any of the councillors wish to visit the CCTV office.
- 15/025 To consult with Warwickshire County Councillor Mike Perry
1. Drain cleaning on the High Street – Cllr Perry reported that drain cleaning is reviewed every two months at the maintenance meeting. Any blocked drains should be reported to him.
  2. Wires across the High Street – Highways Dept.
  3. Update on Music Festival
  4. Repositioning Boundary signs
- 15/026 To consider future requirements for office accommodation – Cllr Garner will look at getting out of the three year contract.
- 15/027 To respond to an invitation from the British Legion to 70<sup>th</sup> Anniversary of VE and VJ Day on 16<sup>th</sup> August at 10.10 am in St Nicholas Churchyard – It was agreed that the Parish Council will attend.
- 15/028 To consider re-joining the Campaign to Protect Rural England (CPRE) – Agreed at a cost of £36.00 per annum.
- 15/029 To consider increasing the number of members on the Personnel Committee – Agreed Cllr Broadbent will join the committee.
- 15/030 To consider a maintenance program on all the overgrown trees shrubs and borders, which are the responsibility of the Council – Defer until next meeting.
- 15/031 To consider returning photocopier – Cllr Garner will negotiate with lease company to negotiate a new deal.

**12. Reports from Councillors – exchange of information only –**

Cllr Cornford spoke with Gerald Smith regarding concerns that the bollards out side 106 High Street and OneStop, he says they are too high and lorries are regularly damaging them when unloading.

Cllr Meluish expressed concern that the High Street is looking untidy. Cllr Crathorne has already had a meeting with John Vale.

Cllr Willmott had spoken with the new owners of the Thai Cottage and is confident that it will become another good restaurant.

**13. To note the signing of orders for payment – noted and approved.**

**14. 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.*

**15. To confirm the date and time of the next meeting**

The next meeting is scheduled for **Monday 17<sup>th</sup> August 2015-commencing 7.15pm**

Signed as a correct record .....  
Chairman.

Date .....