



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 31st July 2015 at 9 am
in the Conference Room, Forward House, High Street, Henley-in-Arden.**

Present: Bill Leech. [Chairman) Councillors, Jayne Bridges, David Broadbent, Peter Crathorne, Peter Cornford, John Garner, Linda Jackson, Peaches Melhuish and Mike Wilmott. There were 2 residents present.

1 **Apologies for absence.** Councillors Heather Hemus, Liz Jackson, and Lorraine Taylor-Green.

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

3 **Public Participation Session.** *No matters for discussion*

4 **Current Planning Applications.**

Demolition of bungalow-Chestnut Walk. The plans for this are available for inspection and have been viewed by many of the Parish Council. All note that the new plans are in keeping with the local DB proposed - the PC should fully support. Seconded by JG. Unanimously carried.

5 **The future regarding the Parish Offices at Forward House.**

The former Parish Council had signed a three year Licence in March 2015 by the former Chairman, Cllr Roger Hubbocks, committing the JPC to a further 3 year licence from November 2015. This was some nine months in advance.

Currently the rent is £747 per calendar month, with stepped interest resulting in an annual sum of £9,000. Negotiations had established that the Council could terminate the tenancy of the Office on January 31st 2106 providing a formal letter was lodged with the serviced office company before the end of July.

Cllr Crathorne proposed that a letter confirming the licence termination was issued on that day, seconded by Peter Cornford and was carried unanimously.

6 **Photocopier Contract**

The lease came to an end on June 30th 2015. The cost was £47 plus Vat per quarter. There are various options: - Renew the lease with a 10% discount, buy a new one or hand it back. As it is scarcely used and in future approximately 90% of correspondence will be digital. JG proposed not renewing the contract. MW seconded and it was carried unanimously.

7 **Temporary RFO 15/035.** It was noted that John Garner is carrying out the tasks of RFO. It was unanimously confirmed that he would be acting RFO with no remuneration, until a new RFO was appointed.

8 Outstanding Invoices.

John Garner noted that although Eservices had removed one tree which had partially collapsed on the Warwick RD-there might well be further cost implications as after inspection a further number of trees within the same area might need culling/felling. Another tree is down on School premises and will need to be removed. Currently the estimate for this work is £4,000. A sum of £50 is due to the lady who maintains the payroll.

9 Planning Applications Documents for residents It was noted that Councillor Melhuish was in contact with the library with regard to the possibility of them making available a 'regular space' in which the public could meet with the Parish Clerk and discuss any relevant issues, or look at Planning applications. This is an on-going issue and will be revisited at a later stage. Tara Winter is assisting with this matter.

10 The meeting resolved to move in to private session, proposed by Mike Willmott, seconded by Chairman and carried unanimously.

See additional confidential minutes of the private session.

Signed as a correct record
Chairman.

Date