



# The Beaudesert & Henley-in-Arden Joint Parish Council

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

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**IF ANYONE WOULD LIKE A HARD COPY OF THE AGENDA OR MINUTES FOLLOWING THE JPC MEETING AND DOESN'T HAVE ACCESS TO A COMPUTER, PLEASE CONTACT THE CLERK ON 01926 814491 TO REQUEST A COPY.**

**The Minutes of the Ordinary Council Meeting of the Beaudesert and Henley-in-Arden Joint Parish Council that took place on Monday, 13<sup>th</sup> May 2019 at 8.00 pm in the Memorial Hall, Station Road, Henley-in-Arden.**

**Present: Cllrs. Ray Evans (Chair), Chris Duffin (Vice-Chair), David Broadbent, Sally Harfield, Peter Cornford, Elaine Field, Liz Jackson, Les Goodman, Roger Hubbocks, Alistair Price, Marijana Bainbridge, Jem Jones and County Cllr John Horner.**

Photographing, reporting, recording, filming or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting.

*The Chairman requests all mobile phones are switched to silent mode.*

## **Public Participation Session**

- Mr Laurence Marshall, representing the Guild Hall Trust spoke about the mini grant application to install the redundant church pews in the Guild Hall. He went on to say that the church pews from St Nicholas's Church are being removed and the Trust has been allowed to keep 10 of these for use in the Guild Hall so that they can be retained by the community and used by many and varied educational, fund raising, historical and arts events that take part within the Guild Hall. The Guild Hall is intrinsically linked to the church historically and it is therefore important that we don't let these disappear from our community. The grant will be used to help fund the cost of installing the pews within the Guild Hall.
- A Parishioner said that he felt that there was a dead tree on the boundary of Jubilee Gardens and the River at the back of the Church and asked the JPC if they could investigate. It was agreed that this item be referred to the Maintenance Working Party.
- A Parishioner advised that the previous JPC were agreeable to him arranging and supervising the annual maintenance check for the Church Clock and it was agreed that the new PC would continue to do so.
- A Parishioner mentioned her concerns regarding the Pool by the Doctors Surgery and felt that it could be highly dangerous for children. Cllr Hubbocks advised that he had been actively involved when the Pond was created, and a grant had been received from WCC to assist in clearing the area. However, over the years the area had deteriorated. Cllr Bainbridge responded and advised that an assessment had been carried out in liaison with Merrydays Montessori Nursery School and a report had been forwarded to Mr Tomlinson. The Clerk was requested to ask Mr Tomlinson if he had received this report.

*Pause for a few members to allow members of the public to leave the meeting if they wish to do so.*

### **1 Apologies for absence and acceptance of apologies**

Apologies were received and accepted from District Cllr Matt Jennings.

### **2 Declarations of Interest and Dispensations**

Chris Duffin declared an interest in The Hub@Henley as she was a trustee; Alistair Price declared an interest in The Guild Hall Trust as he was a trustee through the Court Leet; David Broadbent declared an interest in Henley War Memorial Trust as he was a trustee and the Neighbourhood Development Plan as he was a member of the Steering Group; Marijana Bainbridge declared an interest in the Memorial Hall, as her husband was a trustee of HWMT and she was on the Memorial Hall Committee and Planning Applications 19/00857/ADV and 19/01107/LBC as her husband was the Architect for the Applicant.

### **3 Reports from County Councillor and District Councillor.**

- There was no report from District Cllr Matt Jennings as he had sent his apologies and he advised that there was nothing to report as the new Council does not commence its business until after the annual meeting on 22<sup>nd</sup> May.
  - **County Cllr John Horner reported:**
  - The WCC Council year will commence with the Annual Council Meeting on May 21. This meeting is largely administrative with the membership of various committees being confirmed.
  - WCC Trading Standards has been active in checking food standards and a butcher was recently jailed for fraudulent labelling of foreign meat claiming it to be “Best British”. Additionally, another investigation found that a market trader in the area was selling dangerous stuffed animal toys.
  - WCC announced a £2.6million business support programme. This programme follows on from a previous programme which ended in December 2018 and which exceeded all its targets and received very positive feedback from participants. The support available from the programme includes a start-up service (delivered by the Chamber of Commerce), a programme for tech-based businesses (Business Ready, delivered by UWSP), a dedicated programme for the creative sector (Creative Springboard delivered by CWRT) and access-to-finance advice, as well as many other support services for businesses looking to grow or invest in Warwickshire (delivered by the county council itself). Over the next three years the programme is expected to support at least 475 businesses and help 150 Warwickshire people to start a business.
  - The A4189 project group has held its second meeting and has given actions to him to progress with County Highways.
  - The WCC communities grant scheme has been launched and this year has a very short window for applications. Grants of up to £1,000 are available for projects that contribute to community cohesion. Anyone wanting to apply for a grant should contact Amanda Wilson-Patterson at [amandawilsonpatterson@warwickshire.gov.uk](mailto:amandawilsonpatterson@warwickshire.gov.uk) for an application form and advise Cllr Horner. The closing date is June 7, but if I know someone wants to apply then I can put in a provisional claim until the official form is completed. Cllr Horner went on to say that the Arden Clerks and Chairs Meeting meets quarterly and discusses the various grants which have been received.
- 4 Minutes of the ordinary meeting held on 29<sup>th</sup> April 2019 to be approved and signed. It was RESOLVED that the Minutes of the meeting held on 29<sup>th</sup> April 2019 were confirmed as a true record and signed by the Chairman. This motion was proposed by Cllr Cornford, seconded by Cllr Field and carried unanimously by all those present at the meeting.**
- 5 Matters arising from the minutes of previous meetings and not on the agenda.**  
There were no matters arising.
- 6 Report by the Parish Clerk – Gill Peacock**
- The Clerk advised that she had been given the invitations for the Civic Service, which is to be held on Sunday, 19<sup>th</sup> May. She handed out invitations to Cllrs.
  - The Clerk reported that she had received an invitation to all Cllrs to attend the Shipston Town Council Wool Fair on Monday, 27<sup>th</sup> May if anyone would like to attend.
  - The Clerk advised that she had received a Road Closure Notice for Bearley Road for the day on 13<sup>th</sup> May.
  - The Clerk also reported that she had received a notification from the NHS that all patients registered with a South Warwickshire GP practice could now book evening and weekend appointments with GP’s and other Clinicians through six centrally located hub locations; Stratford on Avon, Alcester, Leamington Spa, Wellesbourne, Kenilworth and Southam.
- 7 To note the Council’s responses to planning applications & note minutes of JPC Planning Sub-Committee**

Application no.	Proposal	Address	Submitted by	Comments due by
19/00874/LBC	Removal of Car Port and construction of new Kitchen and Sunroom.	157 High Street	Mr Wollard	16.05.2019

19/00873/FUL	Removal of Car Port and construction of new Kitchen and Sunroom.	157 High St.	Mr Wollard	16.05.2019
19/01107/LBC	Proposed replacement fascia sign.	94 High Street	Ms E Sargent Coco Ivy Ltd	21.05.2019
19/00857/ADV	Proposed Non-Illuminated Fascia Sign	94 High Street	Ms E Sargent Coco Ivy Ltd	21.05.2019
19/00823//FUL	Internal remodelling to later C19/C20 additions of C18 listed building to form kitchen-diner, open plan staircase and utility room with re-planned first floor landing, modified WC to incorporate shower and re-planned family bathroom. Addition of pitched roof.	Cobweb Cottage, 38 High Street, Henley	Ms F M D Kitchener	22.05.2019
19/00824/LBC	Internal remodelling to later C19/C20 additions of C18 listed building to form kitchen-diner, open plan staircase and utility room with re-planned first floor landing, modified WC to incorporate shower and re-planned family bathroom.	Cobweb Cottage, 38 High Street, Henley	Ms F M D Kitchener	22.05.2019

- **19/00874/LBC** – Following a discussion, the JPC agreed to submit a response of **No objection**. However, the Clerk was asked to mention that the Conservation Officer should check the planning application of 4<sup>th</sup> May 2001. This motion was proposed by Cllr Hubbocks, seconded by Cllr Evans and carried unanimously.
- **19/00873/FUL** - Following a discussion, the JPC agreed to submit a response of **No objection**. However, the Clerk was asked to mention that the Conservation Officer should check the planning application of 4<sup>th</sup> May 2001. This motion was proposed by Cllr Hubbocks, seconded by Cllr Evans and carried unanimously.
- **19/01107/LBC** - Following a discussion, the JPC agreed to submit a response of **No Objection**. This motion was proposed by Cllr Broadbent, seconded by Cllr Hubbocks and carried unanimously.
- **19/00857/ADV** - Following a discussion, the JPC agreed to submit a response of **No Objection**. This motion was proposed by Cllr Broadbent, seconded by Cllr Hubbocks and carried unanimously
- **19/00823//FUL** - Following a discussion, the JPC agreed to submit a response of **No Objection**. This motion was proposed by Cllr Cornford, seconded by Cllr Broadbent and carried unanimously.
- **19/00824/LBC** - Following a discussion, the JPC agreed to submit a response of **No Objection and to refer the proposals to the Conservation Officer**. This motion was proposed by Cllr Cornford, seconded by Cllr Broadbent and carried unanimously.

#### 8. To ratify the formation of a Finance Committee

- **To note the Schedule of recent Payments and Bank Balances and to approve any further invoices listed on the Finance Report (previously circulated)**
- The Clerk confirmed that the formation of a Finance Sub-Committee had been approved at the Annual JPC meeting.
- The Clerk confirmed that the Finance Report had been uploaded to the JPC web site and circulated to Cllrs, attached to these minutes as an Appendix. She went on to say that the details of the payments and balances were available to see on screen. The Clerk confirmed that the current balances as at 13<sup>th</sup> May 2019 were Treasurers Account: £9,328.38 and the Deposit Account was £83,002.52. The Clerk confirmed that there were no outstanding invoices. Cllrs noted the Report. This motion was proposed by Cllr Broadbent, seconded by Cllr Jones and carried unanimously.
- **To discuss & if appropriate approve the increase in the charge by HWMT for the use of the Memorial Hall for JPC meetings to £24.00 per session.**

- This item had been discussed in the Annual JPC Meeting and referred to the next monthly JPC Meeting for a decision.
- **To discuss & if appropriate approve a mini grant application from the Guild Hall Trust for £500.00 for the removal & re-installation of 10 Church Pews into the Guild Hall. Following a discussion, it was RESOLVED that the JPC approve the mini grant application to the Guild Hall Trust once the necessary consents are in place. This motion was proposed by Cllr Goodman, seconded by Cllr Jones and carried unanimously.**

#### **9. To discuss the weeds on the High Street**

- Cllr Goodman reported that he was very concerned about the number of weeds on the High Street and asked if the Clerk could obtain some quotes for the weeds to be sprayed. Following a discussion, the JPC RESOLVED to obtain two quotes to spray the weeds on the High Street. This motion was proposed by Cllr Goodman, seconded by Cllr Hubbocks and carried unanimously.

#### **10. To discuss the speed of traffic on the A3400 through Henley in Arden and Wootton.**

- Cllr Cornford reported that he was becoming increasingly concerned about the speed of traffic from Wootton Wawen to Henley in Arden. Following a discussion, it was agreed to look into what was required and how much it would be to install Average Speed Cameras on the road. Cllr Cornford advised that there would be revenue from the Car Parks and CIL monies to fund the scheme.

#### **11. To discuss the Bus Shelter on the Stratford Road**

- Cllr Goodman reported that the Bus Shelter was in a poor state of repair and could do with a face-lift.
- Cllr Broadbent advised that it had been agreed for the purchasers of the Warwickshire College site to clean up the area and provide a new Bus Shelter. However, there was no time scale for this to take place.
- **Following a discussion, the JPC RESOLVED to obtain the price of new panels and repaint the Bus Shelter. This motion was proposed by Cllr Goodman, seconded by Cllr Hubbocks and carried unanimously.**
- Cllr Bainbridge said that she felt that this area of the Stratford Road was looking very sad.

#### **12. Traffic & Car Park Acquisitions Working Party Report – Update.**

- Cllr Cornford reported that the TP1 Transfer document had been signed by the Clerk and he was waiting for the final documents from Stratford District Council.

#### **13. Children’s Facilities Working Party Report**

- Cllr Field reported that she was waiting for two quotes to be sent to the Clerk and requested this item to be included on the Agenda for the next JPC meeting in June.

#### **14. Tourism Working Party Report**

- Cllr Field said that she did not have anything new to report, other than she had invited Fraser Pithie to give a presentation at the next JPC meeting regarding the JPC adopting the Henley train station buildings.

#### **15. To ratify the successful tenderer of the Grass mowing & Maintenance Contract.**

The Chairman confirmed that Under Section 1, Sub Section, 2 of the Public Bodies (Admission to Meetings) Act 1960 and in view of the confidential nature of the business about to be transacted, it was felt advisable in the public interest, if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information 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. **It was RESOLVED to discuss this Item in Private Session due to the sensitivity of information regarding various tenderers. This motion was proposed by Cllr Jones, seconded by Cllr Duffin and carried unanimously.**

**16. To consider support for a half day town get together to share ideas for the long-term future of Beaudesert & Henley in Arden – Update**

- The Clerk reported that the previous JPC Chair was liaising with the HWMT regarding the meeting and was waiting for a definitive date.

**17. To note progress of the NDP**

The Clerk reported that she had been liaising with a member of the NDP Steering Group and previous Cllrs regarding various aspects of the Plan and comments that the SDC Cabinet had made in respect of the Regulation 14 Consultation. The Clerk had been advised that there would be an NDP Steering Group meeting on 20<sup>th</sup> May.

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

- Cllr Field advised that it was Volunteers Week which was nationally recognised. She went on to say that she had downloaded a pack and perhaps this could be included on the next Agenda.
- Cllr Field also requested the JPC to consider becoming involved in the ‘Adopt a Telephone Box’ scheme. She went on to say that she had downloaded a pack, and could this also be included on the next Agenda.
- Cllr Goodman advised that he felt the telephone box on the Stratford Road had been purchased by the JPC.
- Cllr Goodman requested that the Clerk investigate the cost of the Community Pay-Back Team.
- The Clerk reported that she was looking for Cllrs to do the following:
  - a. Hold the keys – Cllr Jones volunteered.
  - b. Place notices on the JPC Notice Boards - Cllr Jones volunteered.
  - c. Cllrs to liaise with SDC/WCC at quarterly meetings – Cllrs Goodman, Hubbocks and Jones volunteered
  - d. A Cllr to attend the CCTV meetings at SDC – Cllr Hubbocks volunteered.
  - e. Cllr Broadbent advised that the tables and chairs needed to be set up in the Memorial Hall prior to the next JPC Meeting and asked for volunteers. Cllrs Evans and Broadbent agreed to help.

**19. Items for private session**

**The Chair advised that the meeting had concluded, and the Grass Mowing and Maintenance Tenders would be discussed in Private Session.**

**The meeting finished at 9.45 pm**

**Signed .....**

**Dated .....**