

BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL



AGENDA – ORDINARY MEETING JPC

I hereby give notice that an Ordinary Meeting of the Joint Parish Council will take place on **Monday the 16th of November 2020**, at 7.00pm. All members of the Beaudesert & Henley in Arden Joint Parish Council are hereby summoned to attend for the purpose of considering and resolving the following business.

Signed - 

Parish Clerk & Proper Officer

Date: 09.11.2020

Covid-19 Restrictions

Due to ongoing restrictions created by HM Government in response to the Covid-19 pandemic, the public are invited to join in the proceedings using zoom interactive conferencing, simply by contacting the Clerk by email – clerk@henley-in-arden-pc.gov.uk - telephone - **01564 637 607** - or in writing at **179 High Street**. Full minutes of all meetings will be published on the JPC website.

NB: If HM Gov restrictions ease sufficiently, this meeting may be reconvened as a public meeting at a venue to be selected which will meet SD policies.

Supporting Documents: Residents can read and/or download the Agenda, Minutes and supporting documents on the relevant page of the JPC website.

Public Participation Session:

During the pandemic crisis, meetings although convened using zoom technology, are fully accessible to the public. If you wish to participate, simply email the Clerk and an invitation link will be sent to you **five minutes prior to the meeting** commencing. The Chair will invite you to speak provided the subject is listed on the agenda, the public session will be limited to **fifteen minutes**. This is not part of the formal meeting of the Council and minutes will not be produced. [Public Bodies \[admissions to meetings\] Act 1960 s1 extended by the LG Act 1972 s100.](#)

This meeting is supported by documentation which should be read in conjunction with the items listed on this agenda – available on the website for download or by request to the Clerk –

clerk@henley-in-arden-pc.gov.uk

Item 1.00

Acceptance of apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.

Item 2.00

Dispensations

Council is asked to discuss any written requests for dispensation the Clerk may have received from Councillors.

Item 3.00

To receive declarations of Interests Local Authorities

Declarations of Interest members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).

Item 4.00

To receive and sign the Minutes of Last Ordinary Meeting - 19th October 2020

LGA 1972 Sch 12 para 41(1)

Item 5.00

Matters Arising

5.01

Clerk to note, Cllr R Hubbocks asked that the minutes of the meeting tonight [16th November] show a codicil, saying that interviews with prospective co-opted members should be held at full Council, NOT just the Clerk and two Cllrs.

Item 6.00

Sub-Committee Reports

To include updates on planning, play area, Croft car park, adoption of phone boxes, SUPPORTED by documents available on the website - <https://www.henley-in-arden-pc.gov.uk/agendas-minutes-2020/>

Item 7.00

District and County Councillor's Reports

The JPC invite reports from County and District Officers.

Item 8.00

Chair's Report.

Item 9.00

Clerk's Report.

9.01

CiLCA training costs, cost **£410.00** VAT free, email ballot, carried in favour, document available on the website - *CiLCA FEES 27.10.20*

9.02

To present to full Council, the preliminary budget calculations for 2021-2022 [Allotment fees, presently **£20.00** small plot, **£40.00** large plot, [Allotments Act 1922] grants, groundworks expenditure [grass, trees, and town amenities] discussed previously at the JPC Finance Meeting, held earlier on zoom at 6.00pm.

9.03

Co-option update

9.04

Emergency & Maintenance SC - responsibilities and management.

9.05

AGAR – to receive and review the external audit report for 2019-2020.

[Accounts & Audit Regulations 2015]

Item 10.00

To approve the current Finance Report and Budget Tracking data and approve payments to creditors as listed in the following. [LGA 1972 s150 (5)]

Financial Statement - Cashbook

Statement between 01/04/20 and 10/11/20 inclusive.

Balances at the start of the year

Ordinary Accounts

	01.04.20	10.11.20
Lloyds TSB Current	£1,113.67	728.36
Lloyds TSB Deposit	£61,015.69	114,533.63
Total	<u>£62,129.36</u>	<u>115,261.99</u>

RECEIPTS	Net (£)	Vat (£)	Gross (£)
Council			
10 Precept	116,600.00	0.00	116,600.00
15 VAT Refund	2,519.29	0.00	2,519.29
20 CIL	0.00	0.00	0.00
25 Refunds	70.00	0.00	70.00
30 Allotments	1,300.00	0.00	1,300.00
35 Rents	0.00	0.00	0.00
40 Interest on Deposit Account	0.00	0.00	0.00
50 Other Income	8,253.32	0.00	8,253.32
Council Total	128,742.61	0.00	128,742.61
Total Receipts	<u>128,742.61</u>	<u>0.00</u>	<u>128,742.61</u>
PAYMENTS	Net (£)	Vat (£)	Gross (£)
Council			
100 Salaries	0.00	0.00	0.00
110 Expenses	1,473.21	114.60	1,587.81
115 Pensions	0.00	0.00	0.00
120 Services	5,351.63	313.45	5,665.08
125 Training	2,060.50	111.80	2,172.30
130 Publicity	2,322.50	170.00	2,492.50
135 Accountancy	0.00	0.00	0.00
140 Legal	0.00	0.00	0.00
145 Elections	100.00	0.00	100.00
150 Web	1,145.00	229.00	1,374.00
155 IT	1,010.50	202.10	1,212.60
160 Purchases	5,853.93	414.75	6,268.68
165 Vale	9,709.68	1,941.94	11,651.62
170 Mousley	3,890.00	778.00	4,668.00
175 CCTV	1,985.00	0.00	1,985.00
180 Grants	33,514.98	0.00	33,514.98
185 Support	300.00	0.00	300.00
190 Insurance	2,339.00	0.00	2,339.00
195 HMRC	250.40	0.00	250.40
Council Total	71,306.33	4,275.64	75,581.97
Total Payments	<u>71,306.33</u>	<u>4,275.64</u>	<u>75,581.97</u>

Budget 2020-2021 129,250.00
 Tracked 58%
 10.11.2020 *[Signature]*

Creditors at 10/11/20

Tn no	Gross	Vat	Net	Accrued	Inv. date	Cheque no.	Debtor	Details
405	£1,164.00	£194.00	£970.00	£0.00	28/10/20		Creative Touch Design	Artwork & Manufacture
399	£14.39	£0.00	£14.39	£0.00	26/10/20		Field E	Reimbursement ZOOM
398	£200.00	£0.00	£200.00	£0.00	26/10/20		Henley Focus Magazine	
402	£648.00	£0.00	£648.00	£0.00	01/11/20		Henley Focus Magazine	Handbooks and Emerg
Subtotal	£848.00	£0.00	£848.00	£0.00			Henley Focus Magazine	
404	£480.00	£80.00	£400.00	£0.00	05/11/20		PKF Little Johns LLP	Fees for AGAR audit
407	£744.60	£124.10	£620.50	£0.00	01/11/20		Vale JP	
406	£17.40	£2.90	£14.50	£0.00	31/10/20		Vonage Limited	DD
Total	£3,268.39	£401.00	£2,867.39	£0.00				

Item 11.00

Arden Road JPC Public Notice Board

To approve the installation of a new notice board at this location, at a cost of no more than **£750.00**.
 Cllrs are referred to a typical supplier - <https://www.parishnoticeboards.co.uk/shop/poster-cases/>

Appendages:

A list of Clerk's Reports sent to Councillors following last Meeting [19th October]

Inactive, for information only.

A list of Cllrs Notice Board Postings on Website following last Meeting [19th October]

Inactive, for information only.

Date of next meeting: Monday 30th November 2020