

BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL



MINUTES – ORDINARY MEETING JPC

Here are the Minutes for the Ordinary Meeting of the Joint Parish Council which took place on **Monday the 25th of January 2021**, at 7.00pm, using zoom technology.

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

Present: Cllrs Field, Jones, Okey, Easton, Kingsnorth, Woods, Bainbridge, White and Clarke [Cllr White was delayed by approximately 30 minutes.

In attendance: The Parish Clerk, Ray Evans and one member of the public, Mr G Hindley.

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 –

Mr Hindley was invited to take the floor by the Chair. He reported that following further talks with the Clerk he had contacted Mrs C Goodman and that she was agreeable with the text put forward by the JPC in memory of her late husband Mr Les Goodman. That she was pleased that this would be included on the upgraded historical information board at St Johns. Secondly, the matter of SDC charging for use the green waste bin at the cemetery. Cllr Jones is still waiting for an outcome from Cllr Jennings and asked the Clerk to follow up. Finally, Mr Hindley asked if there was a diary of events/meetings for the JPC, the Clerk said it was on the website, but he would send a copy to him.

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.

Resolved: None received.

Item 2.00

Dispensations

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

Resolved: None received.

Item 3.00

To receive declarations of Interests [EF]

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).

Resolved: The Clerk asked that the Chair take no part in the **payment of creditors**, Item 8.00 on the agenda, she agreed and asked that Vice Chair conduct the proceedings at that point.

Item 4.00

To receive and sign the Minutes of Last Ordinary Meeting - 11th January 2021

[LGA 1972 Sch 12 para 41\(1\)](#)

Resolved: that they were a true record of the decisions made at the meeting on the 11th of January 2021. Proposed by Councillor Kate Easton, seconded Councillor Angela Okey, carried unanimously by all members present. The Clerk requested that the hard copy document be signed by the Chair and returned to him.

Item 5.00

Matters Arising from the previous minutes

Resolved: Chair enquired whether the Clerk had received any applicants for the two vacancies on the JPC. There were none. The Chair asked if any member was prepared to head up the flooding defences team, the only appointment outstanding, no offers were forthcoming. The Chair said she would formulate a contact framework for accessing sand bags and notifying residents. The Clerk will follow up on this issue. It was agreed that all members should coordinate in making the public aware of such resources. Cllr Jones asked if any member may be prepared to attend the flood defence strategy group at Snitterfield. Cllr Okey suggested publicising where residents may get hold of sand bags. Clerk agreed that he would post this information in the March edition of Focus. Cllr Jones asked that the Clerk report to WCC that the section of the A3400 from the golf club entrance to the Finest Catch, does not appear to be on their worksheet, and that is the area most often flooded. The Clerk said he would contact John Brown, WCC. Chair asked if Cllr Jones will provide further information on the Snitterfield strategy meetings.

Item 6.00

Chair's Announcements

Resolved: Noted that the Chair had no announcements to give, save that she had been appointed Covid Community Champion by WCC. The Clerk suggested her appointment be placed on the JPC website. The Chair reported that Stacey Pahl, Henley WI had also been appointed.

Item 7.00

Clerk's Announcements

- A. The Clerk reported that the Church information plaque was erected for the Festival of Britain in 1951. That the cost for a graphical reproduction of the plaque, complete with a frame would be approximately £600.00, a hand painted gold-leaf original, £6,000.00. He recommended the former be adopted and reminded the members that Mrs Goodman was happy with the arrangements. The Clerk again asked if all were in favour, there were **no objections**, the Clerk said he would get on with the task and would invite the Court Leet and Heritage Centre to join with the JPC in the cost of the item. Finally Cllr Jones asked if there could be some background to the information board placed on the website. Finally, as there were no supporting documents other than the design, available to the councillors at the meeting, he would organise an email ballot, to include an illustration and tenders for the works which will not cost more than £700.00..
- B. The Clerk asked what the general opinion of the council was to having the JPC hardcopy archives recorded electronically for perpetuity and complying with best practice, risk management. As the cost was around £2K, the Clerk asked if any member knew more about the process and was prompted by Mr Hindley, that maybe WCC Records Office, may offer such a service. The Clerk thanked him and said he would make further enquiries with WCC.

Item 8.00

To approve the current Finance Report and Payments to creditors [Appended Documents] [EF] LGA 1972 s150 (5)]

These documents are posted on the website as supporting documents, references 'FISCAL REPORT II - JANUARY 2021' & 'CREDITORS-JPC-21.01.2021'. The Chair moved that the Vice Chair take on this item after declaring an interest. Vice agreed.

Resolved: That the creditor listed on the supporting documents, be paid, Proposed by Cllr Okey , seconded by Cllr Woods, carried in favour [Chair excluded] by all the other members present.

Item 9.00

Outdoor Gym Installation

The Chair reiterated that this item had been discussed a number of times, and that resolving the issue was overdue, she invited Cllr Okey to update all. Cllr Okey went over the plans for where it was to be sited at Riverlands, which was refused by planning at SDC. Alternative sites had been proposed at Jubilee Park, Littleworth and HWMT grounds. No further action had been taken, Cllr Okey asked if she could hear from all on the next move. A long discussion revealed that the majority had a preference for siting the equipment at the Jubilee Park.

Resolved: That the equipment be sited in an appropriate area of the Jubilee Park, proposed by Cllr Kingsnorth, seconded by Cllr Clarke, carried unanimously in favour by all members in attendance. Cllr Okey promised all a plan of execution on obtaining and installing the equipment.

Item 10.00

Litter Picking

Chair invited the Clerk to update all. He mentioned that he had put forward a poster, circulated to all councillors, which may be displayed at the retail outlets, to remind them and their customers of their responsibilities. All agreed that the Clerk go forward with writing to the retailers. The Clerk expressed doubts about contracting out to a litter picker as all sorts of H&S and other issues would be relevant, but that if the JPC wanted to go forward with this, he would advertise locally. The general consensus was that it should be low key and handled locally, maybe inviting children to design posters etc. all agreed. The Clerk promised to proceed with notifications etc. Chair said she would make contact with the schools on poster design. Finally, Cllr Bainbridge mentioned 'A' frame advertising boards should be moved when sweepers are operating, the Clerk said he would give that issue some thought.

Item 11.00

NDP

Chair reiterated that the NDP working party waited for advice from JPC, regarding car parks for the final submission to SDC. It was noted by the Chair that SDC had decided NOT TO GO FORWARD with charging for parking at the Medical Centre, which was a great relief to all. The Clerk suggested that we summarise the JPC stance on car parks so that the final NDP submission can be forwarded to the SDC. The outcome of the Croft remains open for further debate. Cllr Woods suggested that the JPC consult with local businesses, so that the best resolution is reached. Cllr White said he would provide a **proposed scheme** in readiness for the next council meeting. All agreed that adoption of the Medical Centre car park was not viable as the plot needed resurfacing, which the SDC had estimated would be of the order of £80K. Further consultation with the residents will take place.

Item 12.00

Notice of items to be taken into consideration at the next meeting.

Councillors are asked to highlight any further items. If Councillors wish motions to be included on the next Agenda, they need to be sent to the Clerk by Tuesday 2nd February 2021.

Resolved: None were offered but all were asked to submit any items before the closing date mentioned above.

Meeting closed at 9.10pm

Date of next meeting: Monday 8th February 2021 at 7.00pm

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PLEASE CONTACT THE CLERK**