

AGENDA – JPC ORDINARY PARISH COUNCIL MEETING



179 High Street, Henley in Arden, B95 5BA

All Parish Council Meetings are open to the Public and Press

To All Members of the Beaudesert & Henley in Arden JPC

Dear Councillor,

You are summoned to a meeting of your Joint Parish Council, on **Monday the 24th of May at 7.00 pm** at the Memorial Hall, Station Road, Henley. The meeting will consider the items set out in the agenda following.

STRICT PROTOCOLS ARE IN PLACE FOR THE USE OF PUBLIC HALLS, DESIGNED TO LIMIT THE SPREAD OF COVID. A COPY OF THE RISK ASSESSMENT FOR THE MEMORIAL HALL, CAN BE FOUND ON THE JPC WEBSITE ADJACENT TO THE AGENDA. PLEASE BE SURE TO READ THESE INSTRUCTIONS BEFORE ATTENDING THE MEETING. FURTHER ADVICE CAN PROVIDED BY THE CLERK.

LINK:

<https://www.henley-in-arden-pc.gov.uk/agendas-minutes-2021/>

If any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting clerk@henley-in-arden-pc.gov or **07990 515 305**.

Council are asked to note that in the exercise of their functions they must take note of the following: Equal opportunities (race, gender, sexual orientation, marital status, and any disability; Crime and Disorder, Health and Safety and Human Rights).

Before the meeting there will be a public session to enable the people of Beaudesert & Henley to ask questions of, and make comments, regarding the Joint Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next meeting. Members of the public are asked to restrict their comments, and/or questions to three minutes.

Photographing, recording, broadcasting, or transmitting the proceedings of a meeting by any means is permitted. Film, photograph or make an audio recording of a meeting.

- use any other means for enabling persons not present to see or hear proceedings at a meeting of a parish council as it takes place or later.
- Report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.

However, anyone wishing to do so must speak to the Clerk prior to the meeting as there is policy which must be followed. Any person who may find difficulty in access to the meeting through disability is asked to advise the

Clerk: clerk@henley-in-arden-pc.gov or 07990 515 305.

Signed: Parish Clerk/Responsible Finance Officer - Ray Evans – **Tuesday 18th May 2021**

A handwritten signature in black ink, appearing to read 'Ray Evans'.

Clerks Note

Residents will be aware of an article posted by the JPC in the May issue of the Henley Focus, stating that debates would be conducted on the matter of car parks and traffic calming. **Due to the overreaching restrictions placed on this public meeting**, it was thought prudent to defer these topics to a later public meeting where they can be discussed in the depth they deserve to be considered. The JPC apologises for any inconvenience caused by this decision. This is done to safeguard the public until such time as public meetings can be held with no restrictions.

7.00pm Public Question Time

This section (at the Chair's discretion may last up to 15 minutes) is not part of the formal meeting of the Council and no decisions will be made. It may be regarded as a forum for open discussion after which, members of the public will not have any further opportunities to speak. Limited minutes may be recorded if there is need for such to form a matter for inclusion on a future agenda.

Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

AGENDA

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

To receive declarations of Interest & Dispensations

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 3.00

To receive and sign the Minutes of the last Ordinary Meeting – 19th of April 2021

LGA 1972 Sch 12 para 41(1)

Item 4.00

District and County Councillors Reports

Item 5.00

Approval and signing of Parish Accounts

To review and approve the accounts up to 18th May 2021 appended to this document.

Item 6.00

6.01 Payments

To review and approve the items of expenditure listed below:

Supplier	Brief Description	Comment	Cost [Gross]
Glasdon	Wastebin Jubilee	Replace derelict unit	£193.07
HTDL	Cloud Hosting	Contract in Place	£462.00
HTDL	Technical Support	Contract in Place	£912.00
Long Acre Landscapes	Grass Cutting	Contract in Place	£1,096.26
Network Rail	Water Pipe Allotment	Annual Charge	£249.25
RC Windows	Bus Shelter Cleaning	Contract in Place	£50.00
Umberslade	Tree Care	Best Tender	£420.00
Henley Focus	Publicity	Budgeted Expenditure	£100.00
Total			£3,482.58

6.02

Account Balances [18.05.2021]

Deposit Account: **£100,000.63**

Current Account: **£17,817.73**

6.03

VAT Refund Receipt

The Clerk advises that a payment of **£10,792.33** was received 10th May 2021, in settlement of VAT for the previous financial year.

Item 7.00

Chair's Report

Updating the JPC Action Plan

Consider and if appropriate agree for initial payment of £100.00 for the foundation level attainment for the Local Council Award Scheme.

Item 8.00

Clerk's Report

Grants application [Parenting Project]

Green Spaces, Trees and Communications Task Leading notes.

Item 9.00

JPC Business Matters

9.1

Red Phone Box

Consider and if appropriate, approve the adoption of, and the future siting of the phone box presently on site near Littleworth.

9.2

The Matter of the Three Tuns Frontage

To consider the points raised in an email from the Steward of the Manor, Mr J Dovey regarding seating arrangements on the curtilage of the public house. A copy of this communication is available by request from the Clerk.

9.3

Co-opting Members

The matter of the co-opting new members of the Beaudersert & Henley JPC by way of an informal interview and question session. If appropriate candidates will be asked to join and complete a Declaration of Acceptance of Office.

Item 10.00

Task Leader Reports

Councillors are asked to give a verbal update on their activities for the benefit of the full council and residents, the [presentation limited to **THREE MINUTES** and if, appropriate supported by documents posted on the website adjacent to the agenda.

Item 11.00

Items Councillors wish to listed on the next Agenda.

Item 12.00

Planning

Planning Committee to consider the following applications and where appropriate, delegate the Clerk to post decisions of the SDC portal.

NB: Councillors who are not members of the Planning Committee may leave the meeting at this point.

The following applications are 'live' links to the SDC portal.

PROPERTY WORKS

21/00719/FUL	2 Liveridge Hill, Henley
21/01330/FUL	34 Riverside Gardens, Henley
21/00895/FUL	Beaudesert Cottage, Haven Pastures
21/00884/LBC	14 Fieldhouse Close, Henley
21/00987/LBC	105 High Street, Henley
21/00952/FUL	2 The Croft, Henley
21/01088/ADV	47-49A High Street, Henley
21/00545/FUL	WASPS RFC Walkway
21/01212/FUL	221 High Street, Henley
21/01213/LBC	221 High Street, Henley

TREE WORKS

21/01482/TREE
21/01501/TREE
21/01052/TREE
21/01478/TREE
21/00545/TREE
21/01193/TPO
21/01156/TPO

Date of next meeting and venue: Monday 7th of June at 7.00pm

**IF YOU HAVE ANY DIFFICULTY ACCESSING & DOWNLOADING SUPPORTING DOCUMENTS,
PLEASE CONTACT THE CLERK**



**Beaudesert & Henley-in-Arden Joint Parish Council
EXPENDITURE VS BUDGET 2021-2022**

Income	Budget 2021-22	Actual 2021-22		
Precept	116,600.00	58,300.00		
Other Income	5,000.00	0.00		
Rents	1,000.00	0.00		
Interest	35.00	1.20		
Allotments	365.00	230.00		
CILS	5,000.00	0.00		
	128,000.00	58,531.20		
Expenditure				
EMPLOYMENT				
Staff Salaries	27,600.00	1,618.96		
PAYE & NIC	8,000.00	592.18		
Staff Allowances & Expenses	1,500.00	130.96		
CONTRACTORS				
Art Attack		1,000.00		
Creative Touch Design		984.00		
Secure Parking		85.58		
Vonage		29.00		
TRAINING & CONSULTANTS				
WALC	2,000.00		60.00	
WALC Subscription			763.00	
PUBLICITY				
Henley Focus Magazine			200.00	
PROFESSIONAL FEES				
SURVEYS	1,000.00			
ELECTIONS				
WEB	2,500.00			
Fasthosts			83.08	
HTDL	1,500.00	1,145.00		
IT				
PURCHASES [ASSETS]	15,000.00			
Glasdon			160.89	
Network Rail			207.71	
GREEN SPACES CARE				
Green Fingers	8,000.00		832.05	
Long Acres Landscapes			913.56	
TREE CARE				
Umberslade Arboriculture	8,000.00		350.00	
CCTV				
GRANTS	2,000.00			
	32,000.00			
Christmas Lights			4,500.00	
Friends of Henley Station			500.00	
Henley in Bloom			3,000.00	
HUB at Henley			4,500.00	
Henley Womens Institute			500.00	
Guild Hall Trust			1,500.00	
Henley Community Library			4,500.00	
Parish Churches of Henley			400.00	
PURCHASES [GOODS & SERVICES]				
RC Window Cleaning	10,000.00		50.00	
INSURANCE				
	3,050.00			
TOTALS	137,600.00	28,605.97	Target 21%	Tracked 21%
Prepared: 18/05/2021				