



Beaudesert & Henley in Arden Joint Parish Council Ordinary Parish Meeting **AGENDA**

Dear Councillor,

You are summoned to a meeting of your Joint Parish Council, on **Monday the 5th of July at 7.00 pm** at the Memorial Hall, Station Road, Henley. The meeting will consider the items set out in the agenda following. Please observe Covid restrictions imposed by the hall management.

Signed

Ray Evans – Clerk

Date of Summons: **29.06.2021**

7.00pm Public Question Time

This session (at the Chair's discretion, may last up to 15 minutes overall, 3 minutes per speaker) **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 matter to be included on a future agenda.

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

1.

<p>Acceptance of Apologies for Absence Schedule 12 of the Local Government Act 1972. 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.</p>	
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2.

<p>To Receive Declarations of Interest and Dispensations Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).</p>	
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3.

To Receive & Sign Minutes of Last Meeting LGA 1972 Sch 12 para 41(1)	Minutes of the Ordinary Meeting 21 st of June 2021.
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4.

Reports from District & County Councillors	Cllrs Reports posted under supporting documents on the JPC website. Presentation limited to 5 minutes.
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5.

Payments made since last meeting

The Accounts & Audit Regulations 2015 Part II, paras 3 & 4

Creditor	Amount	Paid Date	Description
Art Attack	£300.00	21.06.2021	Artwork for pond signage

Payments to be considered by council members

Creditor	Invoice Date	Due Date	Amount Net	VAT	Gross	Description
Earlswood Gardens	27.02.21 28.05.21	30.06.21	£586.65	£117.33	£703.98	Note 1.
RCW	18.06.21	18.07.21	£50.00	£0.00	£50.00	Bus shelter cleaning

Note 1.

This invoice refers to bark chippings supplied in February 2021 for children's play area in Riverlands and compost supplied in May for Prince Harry flowerbeds. Invoiced to wrong address. Refer to Clerks letter sent to Earlswood dated 30.06.21 circulated to all.

6.

Banking [Account Balances] [Considered in earlier Finance Meeting and agreed by full council]	The current account statement to the 15 th of June follows. The balance of the deposit account amounting to £99,000.00 as at 30.06.2021 Interest amounting to £0.82 had been credited for the month of June. Current account balance was £999.97 . A copy of the bank statement for June will be posted on the JPC website.
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7. EXPENDITURE

To consider, and if appropriate approve payment for the following capital/service items of expenditure.

[Considered in earlier Finance Meeting and agreed by full council]
The Accounts & Audit Regulations 2015 Part II, paras 3 & 4

Preamble: 7.1

Expenditure on General Services, the BUDGET for 2021/2022 was set in reserves at £20,000.00, expenditure to date £0.00.

Preamble 7.2 & 7.3

Expenditure on grass cutting services, the BUDGET for 2021/2022 was set at £8,000.00, expenditure to date - £913.55, VAT £182.71, Gross £1,096.26. Balance £7,086.45.

Here are the minutes for 14th December 2020

Item 13.00

THE BUDGET

The Chair reported that the proposal had been circulated to all and posted on the website. Following discussions on various items listed. There were no objections or amendments raised. Cllr Woods sought clarification on whether provision for litter picking was included in the budget, Chair said this was, under roads and pavements, but would be properly debated at the January 11th meeting. It was RESOLVED that that the JPC go forward with the proposed budget, the motion proposed by Cllr J Kingsnorth, seconded by Cllr K Easton, carried in favour by all but Cllr R Hubbocks who abstained saying he needed further time to look at the figures in more detail.

<p>7.1 JPC to consider the appointment of a 'Town Handyman' and if appropriate, provide a contract for exchange and signing, committing the JPC to a 2021-22 expenditure of no more than £10,800.00.</p> <p>7.2 Contract Award for Grass Cutting. To consider the appointment of a new green spaces grass cutting contractor, WS Gardens Limited, and if appropriate, provide a contract for exchange and signing, committing the JPC to a 2021-22 expenditure of no more than £4,000.00 for the upkeep of Riverlands, Riverside Gardens, Jubilee Park and Littleworth.</p> <p>7.3 Contract Award for town grass cutting road/street verges. To consider the appointment of SDC for grass cutting of roadside verges, and if appropriate, provide a contract for exchange and signing, committing the JPC to a 2021-22 expenditure of no more than £2,205.00.</p>	<p>Due to the growing list of repairs and upgrades to sites and assets around the town, council should set out parameters for a contract for a person to provide 2 days [15 hours] work per week for this purpose. Contract styled on the document 'CONTRACT FOR PARISH GENERAL SERVICES' available on website as a supporting document.</p> <p>Full council have voted by email ballot to trial a new contractor on the Jubilee and Littleworth sites, having found the tender submitted by WS Gardens, the most appropriate of two bids received and compared with two earlier contractors' charges. The contractor's credentials are available from the clerk on request. If the trials are to the JPC's satisfaction, the contract will be awarded by the Clerk forthwith.</p> <p>Council will discuss and, if appropriate, award the contract for this service to SDC, based on the total area of 18,111 m², at a cost of £0.0235 per m², totaling £245.00 per visit. NINE visits are planned for this season, total expenditure £2,205.00 per season.</p>
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8. COUNCILLORS MATTERS

Members of the council address the meeting [5 MINUTES MAX]

9.1 Cllr Kate Rouse- JPC Town Website	Cllr Rouse to update members.
9.2 Cllr John Clarke – Traffic Management	Cllr Clarke to update all on traffic management, his report can be found on the JPC website under supporting documents.

9. CHAIR'S REPORT

9.1 The matter of training.	WALC offer a range of comprehensive training for council members and officers, visit – Upcoming events - Warwickshire & West Midlands Association of Local Councils (walc.org.uk)
9.2 Report of invasive species from Tom Everley, pond, and river advisor to the JPC.	Tom Everley has reported Himalayan Balsam growing along riverside and has requested help from the JPC to remove under his instructions. Chair to raise with Cllr G White.
9.3 PayBack works schedule.	Chair to raise with Cllr White
9.4 Repairs to paly area equipment, refer to Kompan survey documents.	Chair to raise with Cllr White
9.5 JPC plan of actions for 2021-22	Chair to raise with Cllr White
9.6 Bus shelter window cleaning service.	Chair to discuss with all members. Chair to request that Clerk raises three tenders for the cleaning of three bus shelters in Henley.

10. CLERK'S REPORT

10.1 Rural Market Town Group Clerk to enquire if JPC wish to participate.	Documents for debate can be found on JPC website.
10.2 AGAR submission 2020-21	Clerk to confirm completion and submission of government return to external auditor, a



<p>10.3 Drainage problem Cherry Orchard.</p> <p>10.4 Car parking update.</p>	<p>copy of the submission can be found on the JPC website, visit –</p> <p>Clerk’s update.</p> <p>Resident’s letter of complaint the Croft, North car park signage etc.</p>
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11. PLANNING

Chair and members of the JPC Planning Committee consider the following applications and if appropriate instruct the Clerk to use his delegated powers to post a response on the Stratford District Council planning portal.

JPC members not engaged with planning may leave the meeting at this point
 Planning Act 2008, The Town and Country Planning (General Permitted Development etc.) (England) (Amendment) Order 2021

<p>Applications are as follows:</p> <p>21/01184/FUL: 11 School Road Henley DUE: 19.07.2021 https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QRFVN4PMJ8700</p> <p>21/01344/FUL 9 Mount Road, Henley DUE:07.07.2021 https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QRYGZBPMFPR00</p> <p>21/01752/LBC Forest Cottage, 20 High Street Henley DUE: 20.07.2021 https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QTNTBPPMIGW00</p> <p>21/01790/FUL 281 High Street Henley DUE: 12.07.2021 https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QTT4X1PMJF800</p> <p>21/01823/FUL 9 Station Road Henley DUE: 13.07.2021 https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QU2BI4PMKJ000</p>
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12.

<p>Items for Next Agenda</p>	
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Date of Next Meeting: 2nd August 2021

Signed.....

Date.....