



# 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 8<sup>th</sup> of November 2021 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: **02.11.2021**

## 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.**

<b>Acceptance of Apologies for Absence</b> 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.	
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**2.**

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

<b>To Receive &amp; Sign Minutes of Last Meeting</b> LGA 1972 Sch 12 para 41(1)	Minutes of the Ordinary Meeting, 4 <sup>th</sup> of October 2021.
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### 4.

<b>4.1</b> <b>The Chair will announce the convening of an EXTRAORDINARY MEETING, to take place at this venue at 7.00pm on Monday the 15<sup>th</sup> of November. A single item agenda complying with the need for FIVE clear days statutory notice in accordance with The Local Government Act 1972. A copy will be posted on the JPC website on the 8<sup>th</sup> of November.</b>	
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### 5.

<b>Reports from District &amp; County Councillors</b>	Cllrs Reports posted under supporting documents on the JPC website. <b>Presentation limited to 5 minutes.</b>
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## 6. CREDITORS PAYMENTS

### Payments made since last meeting

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

Creditor	Invoice Date	Due Date	Amount Net	VAT	Gross	Description
Joseph Hardy Trust	27.07.21	27.08.21	£220.00	£00.00	£220.00	Rental charges Heritage Centre
Creative Touch Design	21.09.21	21.10.21	£2,335.00	£467.00	£2,802.00	Town welcome signage, leaflets, play area signage
C Harrison Handyman	27.09.21	0510.21	£1,120.00	£00.00	£1,120.00	Labour Charges in accordance with JPC Contract. See Item 10.5 on this agenda.
C Harrison Handyman	27.09.21	05.10.21	£128.00	£00.00	£128.00	Material cost reimbursement. See Item 10.5 on this agenda.



## Payments for consideration by FULL Council for payment

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

Creditor	Invoice Date	Due Date	Amount Net	VAT	Gross	Description
C Curtis	03.09.21	03.11.21	£649.60	£129.92	£779.52	Timber products
C Curtis	17.09.21	03.11.21	£177.25	£35.45	£212.70	Timber products
C Curtis	22.09.21	03.11.21	£122.80	£24.56	£147.36	Timber products
C Curtis	30.09.21	03.11.21	£233.60	£46.72	£280.32	Timber products
C Curtis	05.10.21	03.11.21	£289.00	£57.80	£346.80	Timber products
C Curtis	07.10.21	03.11.21	£75.35	£15.07	£90.42	Timber products
Focus	25.10.21	30.11.21	£100.00	£00.00	£100.00	2 page insert
Parish OL	20.10.21	30.11.21	£104.00	£20.80	£124.80	Mapping software
R Adams	22.09.21	30.11.21	£41.73	£8.35	£50.80	Concrete & cement
R Adams	13.10.21	30.11.21	£314.68	£62.94	£377.62	Cement & gravel
SDC	13.10.21	30.11.21	£2,395.20	£00.00	£2,395.20	Croft Rates
SDC	13.10.21	30.11.21	£2,395.20	£00.00	£2,395.20	Croft Rates
SDC	13.10.21	30.11.21	£940.14	£00.00	£940.14	Croft Rates
T Mousley	20.10.21	30.11.21	£315.00	£63.00	£378.00	Emergency treeworks
WS Gardens	25.10.21	30.11.21	£690.00	£138.00	£828.00	11/25 Oct cuts END SEASON
C Harrison Handyman	27.10.21	03.11.21	£1,579.00	£00.00	£1,579.00	Labour £1,120.000, materials £459.00
Totals			<b>£10,422.55</b>	<b>£602.61</b>	<b>£11,025.16</b>	

### ALL MEMBERS PLEASE NOTE RECOMMENDATIONS MADE AT THE FINANCE COMMITTEE MEETING HELD ON 1<sup>ST</sup> NOVEMBER:

#### Resolved:

The Chair asked what period the business rates covered, Clerk confirmed, 19/20, 20/21 and 21/22 respectively, she proposed

i] that 19/20 and 20/21 be paid in full and that the Clerk approach SDC with a view to paying 21/22 in monthly instalments by direct debit.

ii] The Chair highlighted the number of invoices for materials used by the Handyman saying that she did not doubt that the materials were accounted for and allocated to certain projects, but their sourcing created a moderate [green] risk on the **JPC register 10010.3**.

The Clerk confirmed that Colin Harrison asked suppliers to **note job descriptions on their invoices**, additionally the Clerk will also list such items and their use on the Handyman's work schedules.

iii] The Chair confirmed that **all of the** invoices listed had otherwise fulfilled the requirements of the JPC, her proposals i] to iii] were seconded by Cllr Easton and carried in favour unanimously by all members present.

#### Full Council to consider.

#### Income since last meeting.

Payee	Remittance Date	Amount	Description
HMRC	14.10.21	£4,244.83	Refund 01.04.21 to 30.09.21
Lloyds	27.10.21	£00.91	Interest paid – October 2021



**ALL MEMBERS PLEASE NOTE RECOMMENDATIONS MADE AT THE FINANCE COMMITTEE MEETING HELD ON 1<sup>ST</sup> NOVEMBER:**

**Resolved:**

Chair noted the income and proposed that they be approved by the committee as a true record, seconded by Cllr Easton and carried in favour by all members present.

Clerk's Note: VAT refunding would now be collected quarterly, next application **period 01.10.21 to 31.12.2021.**

## 7. BANKING

<b>Banking [Account Balances]</b> [Considered in earlier Finance Meeting and agreed by full council]	The balances of accounts at <b>27.10.2021</b> are Deposit Account <b>£130,000.91</b> Current Account <b>£6,597.26</b> <b>A copy of the bank statement for October is posted on the JPC website.</b>
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## 8. CHAIR'S REPORT

<p><b>8.1</b> Action Plan - Update</p> <p><b>8.2</b> HM Queen Elizabeth Platinum Jubilee Plans for 2022.</p> <p><b>8.3</b> Car Parking [Extraordinary Meeting 15.11.2021] Mr. Peter Lowe to attend.</p> <p><b>8.4</b> Update on speeding management working party meeting. Campaign to ballot electorate.</p> <p><b>8.5</b> Council Award Scheme update.</p> <p><b>8.6</b> JPC community Christmas Tree project Mr. Malcolm Aldridge.</p> <p><b>8.7</b> Remembrance Ceremony Sunday 14<sup>th</sup> of November.</p> <p><b>8.8</b> Repair Café – proposal from the Chair on a contribution of no more than £50.00.</p>	
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## 9. CLERK'S REPORT

<p><b>9.1</b> Sports and Fitness Facility update on working party progress.</p> <p><b>9.2</b> Amendments to Finance Regulations, JPC-2021-10010. Clerk to announce amended items for discussion and if appropriate, full adoption and implementation by the JPC.</p> <p><b>9.3</b> Flood prevention update</p> <p><b>9.4</b> Arden House development update.</p> <p><b>9.5</b> Public notice board [One Stop area]</p> <p><b>9.6</b> Allotments update and appraisal. Mr. Nic Haycock reports.</p>	
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## 10. 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

<p><b>10.1</b> Peter Lowe pro-forma consultancy fees, to be debated and if appropriate, approved by full council at no more than £1,300.00 + VAT.</p> <p><b>10.2</b> Tree for Riverside Gardens. Cllr Bainbridge to report. No more than £100.00</p> <p><b>10.3</b> Cllr Bainbridge proposes the purchase and installation of ONE metal bench, Wessex forge, 3-seater bench, galvanized £426.00 including VAT, Delivery if to be assembled £35.00, or £75 if assembled</p>	<p><b>Mr. Lowe will be in attendance for the extraordinary meeting on the 15<sup>th</sup> of November, visit website for details when published.</b></p> <p><b>Resolved at Finance Meeting 01.11.21</b> Chair was satisfied that all the criteria requested by the JPC had been met in this application and proposed the committee agree to purchase this item which had been the subject of debate prior to the pandemic. Her motion was seconded by Cllr Field, carried in favour by all members present. <b>Full Council to consider.</b></p>
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<p><b>10.5</b> <b>Grant for HUB</b> <b>Christmas lunch grant request for £200.00. Application document circulated to all.</b></p> <p><b>10.6</b> <b>Two new dog poo bins, sited in Bear Lane and Brook End [Railway Bridge]</b> <b>Cost no more than £300.00 + VAT</b></p>	<p><b>Deferred from Finance Meeting 01.11.2021. Request for further information lodged with Mr. Peter Crathorne.</b></p>
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## 11. COUNCILLORS MATTERS

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

<p><b>11.1</b> <b>Shakespeare Funding</b> <b>Cllr Andrews to report.</b></p> <p><b>11.2</b> <b>Wildflower project with WCC.</b> <b>Cllr Bainbridge to report.</b></p>	
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## 12. 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><b>12.1</b> <b>21/03466/AGNOT</b> Woods Farm B95 5QD Construction of new agricultural building <b>Website</b> <a href="https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R1QMTWPM0L700">https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R1QMTWPM0L700</a> <b>DUE: 15.11.2021</b></p> <p><b>12.2</b> <b>21/03034/FUL</b> Laurels, Buckley Green Lane, Buckley Green, Beaudesert B95 5QE Proposed rear garden extension. <b>Website</b> <a href="https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QZTQ6WPMJMD00">https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QZTQ6WPMJMD00</a> <b>DUE:18.11.2021</b></p>
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**12.3**

**21/03358/FUL**

9 Mount Road, Henley-in-Arden, B95 5LU,  
Erection of a single storey rear extension

**Website**

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R187QQPM0GL00>

**DUE: 17.11.2021**

**21/03246/FUL**

Haven Pastures, De Montfort House, Liveridge Hill, Henley-In-Arden,  
Erection of porch and single storey rear extension

**Website**

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R0SWUEPMIQZ00>

**DUE: 12.11.2021**

**21/02941/FUL**

28 - 31 Cherry Orchard, Henley-in-Arden, B95 5JW  
Installation of external wall insulation to all external elevations of the property, with an off-white render finish

**Website**

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QZEL0PMH1B00>

**DUE: 10.11.2021**

**21/03010/FUL**

68A High Street, Henley-in-Arden, B95 5BX,  
Rear extension and conversion of roof area to bedroom space

**Website**

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QZQ0SHPMIT300>

**DUE: 02.11.2021**

Resolved: JPC have lodged [02.11.2021] a decision of SUPPORT with comments, visit website.

**WITHDRAWN:**

**21/02801**

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QYRDGSPM0IH00>

**25.10.2021**

### 13. NEXT AGENDA

Items for Next Agenda	Clerk to note.
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**Date of Next Meeting: Monday 13<sup>th</sup> of December 2021**

**Signed..... Date.....**