



# 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 6<sup>th</sup> of December 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: **30.11.2021**

## **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, 8 <sup>th</sup> of November 2021.
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### 4.

<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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## 5. 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
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>	



## Payments for consideration by Council for payment

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

Creditor	Invoice Date	Due Date	Amount Net	VAT	Gross	Description
DM Payroll	16.11.21	16.12.21	£60.00	£00.00	£60.00	Payroll services
Focus	23.11.21	23.12.21	£100.00	£00.00	£100.00	2 page insert [Dec]
Focus	23.11.21	23.12.21	£150.00	£00.00	£150.00	Speed Campaign Poll
R Adams	30.10.21	30.12.21	£133.88	£26.78	£160.66	Brook End Pathway Postcrete and gravel
RTA Peter Lowe	24.11.21	24.12.21	£1,476.96	£295.39	£1,772.35	Consultancy Fees for Car Park Planning
SLCC	02.11.21	02.12.21	£20.00	£5.00	£25.00	Final closing tutorial fee CiLCA.
<b>Totals</b>			<b>£1,940.84</b>	<b>£327.17</b>	<b>£2,268.01</b>	

### Income since last meeting.

Payee	Remittance Date	Amount	Description
Lloyds	20.09.21	£1.03	Interest paid – November 2021

## 6. BANKING

<p><b>Banking [Account Balances]</b> [Considered in earlier Finance Meeting and agreed by full council]</p>	<p>The balances of accounts at <b>30.11.2021</b> are  Deposit Account <b>£120,000.00</b>  Current Account <b>£1,328.67</b>  <b>Total £121,328.67</b>  A copy of the bank statement for November will be posted on the JPC website.</p>
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## 7. CHAIR'S REPORT

<p><b>7.1</b> The matter of the Croft Car Park. Chair to update members and debate the need for signage and general upgrade of site.</p> <p><b>7.2</b> Chair to update members on recent poll of community on the matter of speed management initiative.</p> <p><b>7.3</b> The Town Action Plan. Chair to discuss aspects to be updated or actioned.</p> <p><b>7.4</b> Repair Café. Update from the Chair</p> <p><b>7.5</b> St. John's Christmas Tree project. Chair to update on members contributions.</p>	
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## 8. CLERK'S REPORT

**8.1**

The matter of removal of spoil from railway tunnel at Brookend Close.

**8.2**

Update on Henley Sports & Fitness facility working party.

**8.3**

Public Notice Board at Bright and Beautiful premises, High Street.

**8.4**

SDC survey on business owners in the district of Stratford-upon-Avon. Clerk to update.

**8.5**

The matter of tickets for Wasp Elite matches. Clerk to advise members on status.

**8.6**

Election in Henley, by way of the resignation of Cllr K Rouse, Parish of Henley-in-Arden. Date for election Thursday 13<sup>th</sup> January 2022. Please see Notice and other supporting documentation on JPC website.

**8.7**

Lloyds Bank Mobile Unit. {Medical Centre Car Park} Clerk to update members and public. Notice posted on website under news items.

**8.8**

Late business notices received.  
[Mr. J Bird comments on 221 High Street]  
[Signage for dogs on leads Riverlands]

**8.9**

Clerk requests that members approve the meetings register for 2022. Copy posted on JPC website under supporting documents.



## 9. 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

### 9.1

**Following a visit to site by Environet, a full survey has been completed, salient costs listed below [Full Survey Report on website under supporting documents] Members to debate this matter and if appropriate, resolve to proceed with the works.**

**Debate led by Cllr M Bainbridge**

Costs Element £ (ex VAT) In-situ Herbicide Treatment Herbicide Treatment Programme for stands G-JK1 & G-JK2 identified in the Schedule of Infestations rhizome including provision of Environet standard 5-year insurance backed guarantee: **£5,750.00**

Extra over to include standard 10-year insurance backed guarantee (optional): **£7,000.00**

Options Additional consultancy services not forming part of our original instructions are charged at £750 + VAT and disbursements:

Please note, we have assumed the following will be provided by the client:

- a) Access, including where necessary suitable site haul roads
- b) Suitable and adequate working space
- c) Welfare facilities
- d) For any excavation work, a signed permit to dig
- e) Site security

### 9.2

**Members to consider the Clerk's remuneration based on reaching two years' service in January 2022 and attaining CiLCA award. WALC advice sates a rise from SCP 25 of 4 points to SCP29. Full report passed to Employment Panel by email dated 18.11.21 for appraisal and if appropriate, implementation January 2022.**



## 10. COUNCILLORS MATTERS

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

<p><b>10.1</b> The matter of Grant Funding in Henley. Councillors to give consideration to establishing the grants for 22/23 and if appropriate fix such payments and include the expenditure in the budget.</p> <p><b>10.2</b> HM Queen Elizabeth – The Platinum Jubilee. Update by Cllr Bainbridge.</p> <p><b>10.3</b> Discussion concerning the estimate provided by Colin Harrison for the upgrade of the footpath running from Bear Lane to allotment site. <b>NO DECISION REQUIRED.</b> <b>Rough Estimate Only</b> <i>50-ton stone ...£2000</i> <i>Timber's edge.... £2200</i> <i>Edge support.... £800</i> <i>Ramp estimate.... £5000</i> <i>May need digger and driver</i> <i>350 per day may for one week if needed.</i> <i>This will be used for drive in</i> <i>And ramp. This is a rough idea at costing I would build in 20 per cent on top of total</i> <i>You may also need a skip lorry for taking away the parking spoil.</i> <i>Total including contingency and skip.</i> <b>£15,000.00</b></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><b>11.1</b> <b>21/03010/FUL</b> 68A High Street, Henley in Arden, B95 5BX Insertion of dormer windows in front and rear roof slope <a href="https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QZQ0SHPMIT300">https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QZQ0SHPMIT300</a> <b>DUE: 07.12.2021</b></p> <p><b>11.2</b> <b>21/03122/FUL</b> Wasps Elite P&amp;I Centre, Stratford Road Henley B95 6AB Proposed construction of a changing pavilion block. <a href="https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R07B4SPMMKT00">https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R07B4SPMMKT00</a> <b>DUE: 15.12.2021</b></p> <p><b>11.3</b> <b>21/03341/FUL</b> 15 The Yew Trees, Henley B95 5BQ Demolition of existing conservatory and erection of a brick structure. <a href="https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R16IWEPM0KL00">https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R16IWEPM0KL00</a> <b>DUE: 21.12.2021</b></p> <p><b>11.4</b> <b>21/03727/FUL</b> 214 Warwick Road, B95 5BJ Loft conversion [Amended 19/01589/FUL] <a href="https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R315RSPML4P00">https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R315RSPML4P00</a> <b>DUE: 23.12.21</b></p> <p><b>11.5</b> <b>21/03639/FUL</b> 9 Yew Trees B95 5BQ Demolition of existing conservatory and erection of a single storey rear extension <a href="https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R2NNR2PMHZX00">https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=R2NNR2PMHZX00</a> <b>DUE: 15.12.21</b></p>
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## 12. NEXT AGENDA

Items for Next Agenda	Clerk to note.

Date of Next Meeting: Monday 3<sup>rd</sup> of January 2022

Signed..... Date.....

