



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
AGENDA FOR ORDINARY JOINT PARISH COUNCIL MEETING

MAY 9TH 2022

Dear Councillor,

I HEREBY GIVE NOTICE that a Ordinary Parish Council Meeting of Beaudesert and Henley-in-Arden Joint Parish Council, will take place on **Monday, 9th of May 2022 at 7.30 pm** in the Memorial Hall, Station Road, Henley-in-Arden. All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder.

Signed

Ray Evans – Clerk

Date of Summons: **04.05.2022**

- 1. Apologies**
- 2. Declarations of Interest**
- 3. Acceptance of Minutes of the last Meeting**
- 4. District & County Councillor's Reports**
- 5. Creditors Payments & Re-affirmation of Payments Oct 21 – March 22**
For consideration: [Kompan £200.00, Focus £100.00, WS Gardens £690.00, T Mousley £935.00, Natalie Walker £150.00, EdgeIT £15.00] Payments ratified by members using email vote [Buildbase £1,843.23, Adomost Mfg £1,635.00, Shakespeare's England £197.92, 22CCGroup £490.00, T Mousley £523.00]
- 6. Banking**
- 7. Chair's Report**
The Croft Car Park – Chair will introduce Mr. Paul M Birkin, Chief Digital & Technology Officer for KERB who will speak on his system of management. A further option using Pay & Display parking enforced by SDC will also be considered as scheduled in the last JPC meeting on Monday the 11th of April 2022.
- 8. Clerk's Report**
Consider a Toilet Facility at Riverlands/Medical Centre Car Park, recent poll on s.106 sports and fitness infrastructure payment and the SDC survey of Henley in Arden business activities. Update on EV Charge Terminals in Henley.
- 9. Expenditure**
- 10. Approval of Banking Reconciliation & Budget Tracking April 22**
- 11. Councillor's Reports**
- 12. Planning**
- 13. Items for next Agenda**

Hard copies in large print are available from the Clerk. Supporting documents for this session are posted on the JPC website as listed [SD]

clerk@henley-in-arden-pc.gov.uk

www.henley-in-arden-pc.gov.uk



1. APOLOGIES

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.

2. DECLARATIONS

To Receive Declarations of Interest and Dispensations

Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).

3. SIGNING MINUTES

To Receive & Sign Minutes of Last Meeting

LGA 1972 Sch 12 para 41(1)

Minutes of the Ordinary Meeting, 7th of March 2021.

4. DISTRICT & COUNTY COUNCILLORS

Reports from District & County Councillors

Cllrs Reports posted under supporting documents on the JPC website.

Presentation limited to 5 minutes.

5. CREDITORS PAYMENTS

5.1

Payments made since last meeting

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

Will members and residents please refer to supporting documents posted on the website and previously circulated. This document lists payments made in the last 6 months, all of which were ratified at the appropriate council meetings.

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2022/05/REAFFIRMATION-CREDITOR-PAYMENTS-OCT-MAR-21-22.pdf>

The new creditors are as listed below.



5.2

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
Henley Focus	26.04.22	26.0.22	£100.00	£00.00	£100.00	May edition 2 page spread
WS Gardens	25.04.22	25.05.22	£690.00	£138.00	£828.00	April 2 cuts contract
T Mousley & Son	03.03.22	03.04.22	£240.00	£48.00	£288.00	Riverside Gardens URGENT JOB
T Mousley & Son	20.04.22	20.05.22	£200.00	£40.00	£240.00	William James Way URGENT JOB
T Mousley & Son	20.04.22	20.05.22	£495.00	£99.00	£594.00	Littleworth [subject to planning] Sever ivy and pollarding Willow URGENT JOB
Natalie Walker	01.03.22	01.04.22	£150.00	£00.00	£150.00	NDP word template design
Edge It	04.04.22	04.05.22	£15.00	£3.00	£18.00	Band upgrade set up
T Mousley & Son	26.04.22	26.05.22	£523.00	£104.60	£627.60	Remedial tree works adjacent to play towers, tendered 19.01.2022
HTDL	03.05.22	02.06.22	£760.00	£152.00	£912.00	Website support
HTDL	03.05.22	02.06.22	£385.00	£77.00	£462.00	Website hosting
WALC	01.04.22	01.06.22	£765.00	£111.80	£876.80	Annual subscription
Tree Shop Ltd	05.04.22	06.04.22	£121.78	£24.36	£146.14	JPC tree planting campaign

5.3

Payments rendered since last meeting by way of urgent settlement, ratified by a majority of members using an email vote. Hereby noted for confirming their email decisions, in accordance with current JPC Financial Regulations.

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

Creditor	Invoice Date	Due Date	Amount Net	VAT	Gross	Description
Buildbase	25.02.22	25.03.22	£1,318.64	£283.73	£1,587.37	Riverlands jetty
Buildbase	25.03.22	25.04.22	£229.00	£45.88	£275.28	Riverlands jetty
Buildbase	05.03.22	05.04.22	£220.96	£44.19	£265.15	Riverlands jetty
Buildbase	05.03.22	05.04.22	£70.07	£14.01	£84.08	Riverlands jetty
Adomast Manufacturing	26.04.22	PFP	£1,635.00	£327.12	£1,962.72	Toddlers Play Area Riverlands URGENT
Shakespeare's England	11.04.22	11.05.22	£197.92	£39.58	£237.50	Tourism upgrade access
22CCGroup	28.04.22	28.04.22	£490.00	£98.00	£588.00	Jubilee Beacon deadline purchase

5.4

Income since last meeting.

Payee	Remittance Date	Amount	Description
Lloyds	29.04.2022	£1.31	Interest paid – April 2022
SDC	29.04.2022	£61,750.00	First tranche Precept 22-023
Allotment Income	29.04.2022	£1,275.00	Up to 29 th April 2022



6. BANKING

<p>Banking [Account Balances] [Considered in earlier Finance Meeting and agreed by full council]</p>	<p>The balances of accounts at 29.04.2022 are Deposit Account £195,000.00 Current Account £5,997.28 Total £200,997.28 A copy of the bank statement for April is posted on the JPC website.</p>
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7. CHAIR TO REPORT ON THE CROFT CAR PARK

<p>7.1 THE MATTER OF CAR PARK MANAGEMENT USING KERB SOFTWARE APP The JPC have invited Mr. Paul M Birkin, Chief Digital & Technology Officer for KERB who will outline how the system works and answer questions from the floor as appropriate. Matter is then open for debate.</p> <p>7.2 THE MATTER OF CAR PARK MANAGEMENT USING STRATFORD DISTRICT COUNCIL PARK & DISPLAY & ENFORCEMENT The Chair will outline the methodology proposed by contracting the car park management to SDC, installation of one or two ticket machines, appropriate signage, designating and area to resident permit holders. Matter is then open to debate.</p>	<p>Please refer to Clerk's Report No. 2022-78, posted under supporting documents on JPC website.</p>
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8. CLERK'S REPORT

<p>8.1 FAMILY TOILET FACILITY The Clerk will advise all on the matter of complaints received from the Medical Centre Management team concerning the approach made by parents and children using the Riverlands play areas, to use their toilets. Due to the unexpected success of the play facility, the JPC will give consideration to providing a toilet block close to the car park and play areas. This will involve considerable expenditure and although no decision will be requested at this meeting, in order to provide a rough costing framework, members and residents should view the documents supporting this discussion on the JPC website.</p>	
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8.2

To note the outcome of recent poll using leaflets in the Henley Focus is as follows, and to debate possible way forward in the use of this s.106 payment.



HENLEY SPORTS FACILITIES

The JPC have been given £50,000 by Stratford District Council to spend on Sports facilities – we want your input and guidance as to how we should spend this money. Please complete this survey:

HOW DO YOU WISH THE MONEY TO BE USED?

Simply tick the box you feel best indicates your wish for the community;
ONLY ONE CHOICE REQUIRED.

- That the JPC invest the payment of £50K in a consultation exercise in conjunction with the local schools academy leading to the preparation of a bid to obtain funding from Sports England, or other government agencies, to fund the design and build of a multi games use area (MUGA) and associated fitness and community centre on designated grounds at Henley High School. Estimated budget £2.5 – £3M, with possible implications for raising the precept. (Council Tax) to meet any shortfall on funding?
- That the JPC distribute the money amongst various sports groups in town for equipment and improvements?
- That the JPC hold investment of the £50K, until other opportunities arise such as further CILS payments and investment by local philanthropists. (The JPC have a period of 7 years before they need to invest the s.106 payment)

FINALLY, if none of the above appeal, in a sentence, what would be your aspiration for the people of Henley in Arden and the bounds?

Please hand in the completed questionnaire to the Heritage Centre or post it in the postbox located at The Westmacott's Sandwich Shop on the High Street.



Option 1 **70 votes**

Option 2 49 votes

Option 3 13 votes

8.3

To note the recent publication from Stratford District Council providing a raft of information about measuring and understanding town centres in Warwickshire. Clerk notes poor uptake on businesses in Henley and asks members to investigate where the JPC might provide support for improving the situation.

A copy of the publication is posted on the website under supporting documents –

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2022/05/SDC-BENCHMARKING-REPORT-2022.pdf>

8.4

Update on EV Chargers in Henley, response from WCC, see supporting documents on JPC website.



9. EXPENDITURE

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

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

There are no items for discussion. The Clerk will ask members for such matters they may wish to raise for the next meeting.	
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10. APPROVAL OF MONTHLY BANKING RECONCILIATION AND BUDGET TRACKING REPORTS

Previously posted on the JPC website, the Clerk will propose that members approve these reports as being a true and accurate report of financial dealing for the month of April 2022.

Reconciliation: Tracking:

https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2022/05/bank_reconciliation_april_2022.pdf

Budget Tracking:

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2022/05/Budget-Tracking.pdf>

11. COUNCILLORS REPORTS

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

Clerk will invite newly elected portfolio holders to 'set out their wares' and possibly enrol their teams in preparation for the next meeting on Monday 6th of June 2022.

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



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Disclaimer:

Details about previous planning applications are currently provided from 1974 onwards. This service is not a substitute for a local land charges or NLIS search. The online planning history is incomplete and should not be relied upon e.g. in connection with a property transaction. In addition, the Council reserves the right to remove or not display certain information (e.g. contact details, signatures, financial and sensitive information) for confidentiality and other reasons. Use of the system is at the user's own risk.

- Application Search
- Property Search
- Map Search
- Consultee
- Help

- Application Details
- Important Dates
- Applicant Details
- Agent Details
- Statutory Consultees
- Associated Documents
- Comment

Application Reference	22/01165/FUL		
Address	10 Harris Mews Henley-in-Arden B95 5DN		View Map
Proposal	Proposed conservatory		
Application Type	Full Application		
Status	Pending Consideration		
Decision			
Date Decision Issued			
Case Officer	Assistant Planner		
Parish	Henley-in-Arden		
Additional Adjoining Parishes			
Current Ward	Henley-in-Arden		View Councillors

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Application Reference	21/01701/FUL		
Address	WASPs RFC Training Centre Stratford Road Henley-In-Arden B95 6AB		View Map
Proposal	Proposed New Grass Pitch for Rugby. (Part retrospective)		
Application Type	Full Application		
Status	Pending Consideration		
Decision			
Date Decision Issued			
Case Officer	Alison Willers		
Parish	Henley-in-Arden		
Additional Adjoining Parishes			
Current Ward	Henley-in-Arden		View Councillors

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Application Reference	21/04058/FUL		
Address	Warwickshire College Stratford Road Henley-in-Arden B95 6AB		View Map
Proposal	Redevelopment of the former Warwickshire College site at Stratford Road, Henley-in-Arden and Arden House, including demolition of former College buildings, erection of 39 new age restricted apartments, 19 new townhouses and change of use, refurbishment and conversion of Arden House into 15 apartments, together with ancillary structures, car parking, landscaping works and other associated works.		
Application Type	Full Application		
Status	Pending Consideration		
Decision			
Date Decision Issued			
Case Officer	Alison Willers		
Parish	Henley-in-Arden		
Additional Adjoining Parishes			
Current Ward	Henley-in-Arden		View Councillors

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Application Reference	22/00622/VARY		
Address	Plot 3 Haven Pastures Henley-in-Arden B95 5QS		View Map
Proposal	Variation of conditions, 2 (plans), 8 (materials) of planning permission 18/02235/FUL (date of decision 27/09/2018) to allow changes to: the footprint, external design and materials, internal layout including the conversion of the garage to living accommodation, addition of a sunken garden and other landscaping changes. Original description of development: Erection of New Dwelling (effectively a substitute for a dwelling (Plot 3) approved under application 17/01134/FUL)		
Application Type	Removal/variation of conds of prev. perm		
Status	Pending Consideration		
Decision			
Date Decision Issued			
Case Officer	Victoria Kempton		
Parish	Beaudesert		
Additional Adjoining Parishes			
Current Ward	Henley-in-Arden		View Councillors



13. NEXT AGENDA

Items for Next Agenda	Clerk to note.
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Date of Annual Parish Assembly Meeting 16th May 2022 at 7.00pm

Date of Next Ordinary Meeting the 6th of June 2022 at 7.00pm

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

Draft Copy