



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
MINUTES FOR THE ORDINARY JOINT PARISH COUNCIL MEETING
JUNE 6TH 2022

Here are the MINUTES of the JPC Ordinary Parish Council Meeting of Beaudesert and Henley-in-Arden Joint Parish Council, held on **Monday, 6th of June 2022** at **7.00 pm** in the Memorial Hall, Station Road, Henley-in-Arden

In Attendance: Cllrs Field and Andrews were unable to be present, Cllr Bainbridge was appointed acting Chair, other members attending were Cllrs Brady, K Easton, G Easton, Turner, and Harries.

Present: Cllr Matt Jennings [SDC], Philip Seccombe, Police and Crime Commissioner and the Deputy Police and Crime Commissioner, Emma Daniel, and **five** members of the public.

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.	Apologies were received and accepted by the members for the absence of Cllrs Field and Andrews
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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).	No declarations were received by the Clerk.
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3. SIGNING MINUTES

To Receive & Sign Minutes of Last Meeting LGA 1972 Sch 12 para 41(1)	Cllr Bainbridge asked if the JPC Cllrs accepted and agreed with the minutes dated 9th of May 2022. It was RESOLVED that the Minutes of the meeting on 9th of May 2022 were confirmed as a true record and could be signed by the acting Chair. This motion was proposed by Cllr. Bainbridge seconded by Cllr. K Easton and carried unanimously.
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4. DISTRICT COUNCILLOR

Reports from District Councillor
Item 4.1 added today 6th June 2022

4.0
Cllr Matt Jennings gave his report for June 2022, a copy is posted under supporting documents on the JPC website.

4.1
Mr. Philip Seccombe addressed the assembly basing his presentation of the recent publication on their vision, which can be found on the JPC website.

5. PLANNING

22/01318/FUL 1 High Hurst Cottage

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RBAOSOPMLMF00>

Cllr Bainbridge was unable to vote on this application.

RESOLVED: Clerk asked to post a decision of **NO OBJECTION** on the SDC website. This was based on advice provided by JPC consultant, proposed by Cllr K Easton, seconded by Cllr G Easton, voted in favour by all present bar Cllr Bainbridge.

22/00931/FUL Adam's Timber Yard

<https://apps.stratford.gov.uk/eplanning/AppSearchResult.aspx?searchby=application&appref=00931>

RESOLVED: Clerk asked to post a decision of **SUPPORT** on the SDC website with caveat.

Chair acknowledged that Adams vehicles were much larger these days and whilst supporting the application she asked that the applicant be minded to respect encroachment on to green belt, add landscaping if possible and ensure the is limited lighting pollution after dark. proposed by Cllr Bainbridge, seconded by Cllr K Easton, voted in favour by all present..

22/01388/LBC 1 Yew trees

<https://apps.stratford.gov.uk/eplanning/AppSearchResult.aspx?searchby=application&appref=01388>

Cllr Bainbridge was unable to vote on this application.

RESOLVED: Clerk asked to post a decision of **NO OBJECTION** on the SDC website This was based on advice provided by JPC consultant, proposed by Cllr A Harries, seconded by Cllr G Easton, voted in favour by all present bar Cllr Bainbridge.

22/01373/FUL 40 Brook End Drive

<https://apps.stratford.gov.uk/eplanning/AppSearchResult.aspx?searchby=application&appref=01373>

RESOLVED: Clerk asked to post a decision of **OBJECTION** on the SDC website. The JPC felt that the dormer window planned was too large and was raised too high thus exceeding the existing roofline. Proposed by Cllr Bainbridge, seconded by Cllr K Easton, voted in favour by all present..

22/01584/TREE The Limes 35 High Street

<https://apps.stratford.gov.uk/eplanning/AppSearchResult.aspx?searchby=application&appref=01584>



Chair explained that the tree was sited in a conservation area and was protected, and the owner is required to file a report to SDC seeking final permissions. The JPC await this outcome. Proposed by Cllr Bainbridge, seconded by Cllr G Easton, voted in favour by all present..

22/01397/FUL 49 Meadow Road

<https://apps.stratford.gov.uk/eplanning/AppSearchResult.aspx?searchby=application&appref=01397>

RESOLVED: Clerk asked to post a decision of **NO OBJECTION** on the SDC website This was based on advice provided by JPC consultant, proposed by Cllr Bainbridge, seconded by Cllr G Easton, voted in favour by all present.

22/02545/FUL Crocketts Cottages Birmingham Road

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QXK8UXPMIEA00>

RESOLVED: Clerk asked to post a decision of **NO OBJECTION** on the SDC website This was based on advice provided by JPC consultant, proposed by Cllr Bainbridge, seconded by Cllr G Easton, voted in favour by all present.

21/01164/VARY. [APPEAL]

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QRAJSVPMIOH00>

Chair advised all that she would contact SDC directly on this variation and her response will be published in due course on the SDC portal.

21/01212/FUL Appeal 21/01213/LBC 221 High Street

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QXK8UXPMIEA00>

Chair advised all that she would contact SDC directly on this variation and her response will be published in due course on the SDC portal.

6. CREDITORS PAYMENTS

6.1 Payments made since last meeting

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

Noted: by all members present.



6.2 Payments made since last meeting by email ratification

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
Gifts2Impress	17.05.22	17.05.22	£1,534.66	£306.93	£1,841.59	Jubilee Teddy Bears

Noted: by all members present.

6.3 Payments to be considered by full Council

Creditor	Invoice No.	Due Date	Amount Net	VAT	Gross	Description
Buildbase	301413	17.06.22	£332.50	£64.50	£387.00	Posts and Postcrete
R Adams	185778	31.05.22	£14.70	£2.94	£17.64	Cement for slabbing
WS Gardens	10260	24.06.22	£690.00	£138.00	£828.00	May 2 cuts
Henley Focus	JN22_04	24.06.22	£100.00	£00.00	£100.00	May inserts
Buildbase	302453	04.07.22	£70.78	£3.54	£74.32	Propane Gas Beacon

RESOLVED:

6.3 Cllr Bainbridge asked if the JPC Cllrs accepted and agreed that payment to the foregoing creditors should be made. It was **RESOLVED**. This motion was proposed by Cllr. K Easton, seconded by Cllr. G Easton and carried unanimously.

6.4

Income since last meeting.

Payee	Remittance Date	Amount	Description
Lloyds	31.05.2022	£1.24	Interest paid – May 2022
SDC	19.05.2022	£913.13***	Interest paid on WASPS s.106 payment
Allotment Income	May	£645.00	Cash, cheques, and transfers

Noted: by all members present.

*** Corrected from the error stated on the agenda.

7. BANKING

<p>Banking [Account Balances] [Considered in earlier Finance Meeting and agreed by full council]</p>	<p>The balances of accounts at 31.05.2022 are Deposit Account £170,000.00 Current Account £2,676.21 Total £172,676.21 A copy of the bank statement for May is posted on the JPC website.</p>
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Noted: by all members present.



8. CHAIR'S REPORT

8.1 JUBILEE IN HENLEY

Chair to update all on outcome of the celebrations for the Platinum Jubilee

8.2 OTHER MATTERS

Other matters if appropriate.

8.1

Acting Chair reported on celebrations and that all had gone well and enjoyed by the community. Details of the best dressed business, residence and school dressings will be published on the JPC website. She asked that members approve the suggested prize monies and book vouchers for children amounting to **£250.00**, proposed by Cllr Bainbridge, seconded by Cllr K Easton, and carried unanimously by all members present.

8.2

Acting Chair raised the email request to support the care of the flower borders around the Prince Harry Car Park, based on a quotation from a local gardener following failure to enlist any volunteers. She was concerned that they were overgrown and not a good advert for the town if viewed by the many visitors who park there. The Clerk had collected a majority of email votes in favour of the project costing **£148.00** and he will raise the necessary Purchase Order to cover the work. The Clerk asked for a re-affirmation from members, proposed by Cllr K Easton, seconded by Cllr Brady and carried unanimously.

8.3

Acting Chair reported that she was not consulted on the siting of the portaloo's in Riverlands and thought they may better have been placed near the entry gate further along the frontage. The Clerk advised that the contractor had asked for easy access for servicing the toilets which was not possible at that point on the car park. The Clerk will update residents on the opening and operation of the loos shortly.



9. CLERK'S REPORT

9.1

FRIENDS OF HENLEY STATION

The Clerk will advise all on the matter of a request for the JPC to broker a limited lease holding on the building until such time as it may be agreed between the charity and Network Rail.

Previously circulated document.

9.2 SUMMARY OF CROFT CAR PARK OUTCOMES WITH KERB & SDC

Clerk to provide an update on this matter.

9.3 COMMUNITY GOVERNANCE REVIEW

Clerk to advise Council on review of the numbers of elected members, suggesting a reduction from TWELVE to EIGHT members along with the rationale for raising the matter. If appropriate the matter can then be taken forward to the next

8.1

The Clerk had previously circulated the Heads of Terms document provided by Network Rail. The acting Chair reiterated the decision reached in 2019 where the JPC fully support the initiative but would not accept any liability in its management. She asked members if they wished to pass the document to the JPC solicitors in order ascertain if any respect they will be made liable. **RESOLVED:** Cllr Bainbridge proposed that the JPC remains in support of the project without liability or direct engagement and that they seek legal advice on the matter urgently so that a decision can be reached, seconded by Cllr G Easton, and carries unanimously by all present.

9.2

The Clerk updated all and referred to his advice listed in his email to all members dated the 6th of May. A short debate engaging the public took place and it was **RESOLVED** that the Clerk prepare a plan going forward for approval by the JPC at the next meeting, 4th July 2022. This plan is a **hybrid** management scheme consisting of KERB parking technology and a single ticket dispenser, signage, and enforcement by SDC. The scheme will include TEN resident parking spaces and casual accommodation of Baptist Church personnel. A full and detailed plan will be available for the next meeting.

9.3

The Clerk explained that when the Joint Parishes were established in 1972, it was thought prudent to field TWELVE councillors.



meeting and a resolution sought to proceed with SDC on a full consultation.

9.4 BBC GARDENERS WORLD FEATURE ON HENLEY

To note the filming of the allotments in Henley for the popular TV programme. Clerk to update

9.5 EV CHARGING TERMINALS HENLEY HIGH STREET

Update on EV Chargers in Henley, response from a resident. The Council to discuss and if appropriate direct the Clerk to take further actions with WCC.

Technology, particularly in communication now made it feasible to operate with a smaller number of members, which in turn, would increase the competitive atmosphere at the elections, due in just ten months' time in 2023. He stressed that this was a matter for further debate at the next meeting and reminded all that the **JPC had been functioning with only EIGHT members for quite some time** in this administration.

9.4

The Clerk advised that permission had been sought and gained from members to allow the BBC to film at the allotments and that he hoped that some favourable publicity for the town might accrue from the programme, due to be aired later in the year.

9.5

Following a lively debate, the Clerk suggested that the residents driving the objection to the installation, provide a *form of words* which embraced their concerns and that signage at the site be erected with a QR link enabling the residents to direct their opinions to the JPC and based on that outcome, if found to be **in favour of their removal**, the JPC should then approach the WCC more robustly than hitherto, with that outcome, The Clerk asked that Mr. Adam Winter [resident] provide the *form of words* and that Cllr B Turner assist in the production of the QR based signage. The motion to go forward with this action proposed by Cllr Bainbridge, seconded by Cllr Harries, and carried unanimously by all present.

Cllr Matt Jennings offered to raise this issue of EV chargers on the Prince Harry Car Park



	with SDC which is under their management. The matter of siting EV chargers on all car parks in Henley will be discussed at further meetings.
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10. 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

<p>10.1 Henley Repair Café Mini-Grant Request. The Council to consider, and if appropriate award a mini grant to the society named. [£500.00 max] See supporting documents on website</p> <p>10.2 Henley Royal British Legion The Council to consider, and if appropriate award a mini grant to the society named. [£500.00 max] See supporting documents on website.</p> <p>10.3 New Notice Board The Council to consider, and if appropriate purchase a new notice board for Arden Road [£250.00 max] PLEASE REFER TO APPENDED PHOTOS</p> <p>10.4 Gifts2Impress [Proforma Payment] Re-affirmation by full Council on email vote in favour of this payment. [£1,841.59]</p>	<p>10.1 After careful consideration by all members, Cllr Bainbridge proposed that the JPC provide a mini grant of £500.00, seconded by Cllr Harries and carried unanimously in favour by all present.</p> <p>10.2 After careful consideration by all members, Cllr Harries proposed that the JPC provide a mini grant of £500.00, seconded by Cllr Brady and carried unanimously in favour by all present bar Cllrs K & G Easton.</p> <p>10.3 After careful consideration by all members, Cllr proposed that the JPC provide a new notice board at no more than £250.00, seconded by Cllr and carried unanimously by all present.</p> <p>10.4 The parcel containing the bears arrived damaged and it was discovered that there were sixteen missing. The Clerk reported that the JPC</p>
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	<p>had been credited for the missing bears. [£1,841.59]</p> <p>10.5 For the record, under this heading the Clerk adds the expenditure under 8.1 and 8.2 above [£398.00 total] as part of the overall expenditure approved at this meeting.</p>
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11. 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.

Banking Reconciliation:

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2022/05/BANK-RECONCILIATION-TO-31.05.2022.pdf>

The document was duly signed as completed and will be posted on the JPC website under 'FINANCE'

Budget Tracking:

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2022/05/BUDGET-TRACKING-STATEMENT-MAY-2022.pdf>

The document was duly signed as completed and will be posted on the JPC website under 'FINANCE'

12. COUNCILLORS ASSIGNMENTS

Matter deferred until the next Ordinary Meeting on the 4th of July 2022.

13. NEXT AGENDA

Items for Next Agenda	Clerk noted.
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Date of Next Ordinary Meeting – Monday the 4th of July 2022 at 7.00pm

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