



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
MINUTES FOR ORDINARY JOINT PARISH COUNCIL MEETING
DECEMBER 5TH 2022

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

PUBLIC SESSION: The public were given an opportunity to speak by the Chair before the business meeting and several comments were made which are not minuted herein but, where relevant, have been noted by the Clerk and will be included on the next agenda for debate by members. **The JPC provided Christmas refreshments for all attending and thanked them for their ongoing support.**

In Attendance: Cllr Andrews [Chair], Cllrs Bainbridge, Turner, Brady, Clark, Tomlinson, Okey and Harries

Present: The Clerk, Cllr Shenton WCC, there were 10 members of the public present.

1. Apologies

M1

Apologies received and accepted by members present were given by Cllr Broadbent

2. Declarations of Interest

M2

Non were handed to the Clerk.

3. Acceptance of Minutes of the last Meeting

M3

Chair asked if all members present at the previous meeting [14.11.22] approved the minutes. RESOLVED: All members present at that meeting unanimously approved said minutes which were duly signed off and handed to the Clerk for filing.

4. The JPC welcomed the new Councillors to the bench [D Broadbent excepted]

M4 The Clerk will file acceptance and declarations with the SDC

5. District and County Councillor's Reports [SD]

M5

Cllr Shenton reiterated on the notes in his report for December which can be found on the JPC website.

Cllr Tomlinson raised the issue of poor or non-existent engagement with the JPC on such vital planning issues as the SWLP, sighting several meetings that had already transpired and those now being 'fast tracked' [providing no time for parish councils to react and partake in.] Cllr Shenton promised that he would carry these comments on to a meeting planned by SDC and WDC on Wednesday the 7th of December.

Cllr Clark advised Cllr Shenton they he too would be at that meeting and would robustly raise the said issue as well.

A full report on the outcome of said meeting will be published on the JPC website.

Clerks Note: Please refer to the Notice of Public Meetings 2023 posted on the website for the dates of further Planning Committee Meetings which will deal with this very important potential change in fundamental planning laws.



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6. Planning Applications

22/03291/TREE	77 High Street, Henley	M6.1 RESOLVED No Objection
22/03291/TREE	9 The Yew Trees Henley	M6.2 RESOLVED No Objection
22/03164/FUL	Jacksons Henley	M6.3 RESOLVED Support with conditions

7. Creditors Payments for Consideration

Creditor	Net	Gross	Provision
DM Payroll	60.00	60.00	Half-year fees
T Mousley & Sons	1,605.00	1,605.00	Littleworth
Henley Focus	100.00	100.00	2-page spread
Payments made since last meeting using delegated power			
PKF Littlejohn	400.00	480.00	AGAR Fess
NFP Workshops	190.00	190.00	Cllr Turner [1 course refund]

8. Payments received since last meeting

Payments received since last meeting			
Stratford DC	4,167.27	4,167.27	CILS payments – see SD
NFP Workshops	95.00	95.00	Cllr Turner [2 course refund]

M7/8 RESOLVED: Members agreed unanimously to payments being made to all outstanding creditors and noted receipts

9. Banking [JPC Website]

The screenshot shows the Lloyds Bank online banking interface. At the top, it displays 'LLOYDS BANK' with a logo, 'Our Products and Services', 'Cookie Policy', and 'Your Security Our Online for Business guarantee'. The user is logged in as 'Mr R. Evans', with a last login time of '28 November 22 at 12:30 PM'. Below this, the account name 'Beaudesert & Henley-in-Arden Joint Parish Council' is shown. A navigation bar includes 'Your accounts', 'Admin', and 'Help & Support'. The main content area displays two account balances:

Treasurers Account 30-98-26 00335801 £ 1,799.26	BUS BANK INSTANT 30-98-26 00336107 £ 185,020.36
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M9. RESOLVED: Members noted account balances.



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10. Chair's Report

M10.1

Croft Car Park

Chair reiterated a little of the long history of this matter explaining why SDC's request for compliance with the RTA 1984 would further have delayed the management of the car park for a further 12 months. That this then left KERB the software specialists isolated and unable to manage the site comprehensively. Chair referred to the many consultations and tenders that have been provided and said that they had selected the most professional and competitive quotation from Napier Parking, a company highly recommended by Mr. Peter Lowe, JPC's parking consultant.

Chair outlined the management strategy, parking tariff and equipment that Napier will provide free of any costs and that 65% of all revenue would go to the JPC for use on other infrastructure projects. She called on the members to consider her motion that they engage with Napier for a 24-month period, subject to final detail on parking permits.

RESOLVED: Members voted unanimously in favour of the engagement.

M10.2

Clerks Remuneration

Chair noted that she felt this matter should be discussed in private as it involved personal details however, simply using NJC Scale Points as a reference point would provide some confidentiality. Her summary was:

A] Part 2 award for CILCA qualification: 1 SCP

B] Pay Award for Local Government Workers backdated to April 1st, 2022

C] Annual incremental award [Jan 1st 23]: 1 SCP

This would place the Clerk's income at the scale of **SCP 30 as of 1st January 2023.**

RESOLVED: Members voted unanimously in favour of the engagement.

M10.3

Planning Consultant

Chair referred all to inspect the documents relating to this appointment published on the JPC website, she emphasised the importance of the community retains full control of events that are likely to be presented in the South Warwickshire Local Plan under consultation by SDC and WDC.

The Consultant, Mr. Gary Kirk had already made contact with a number of stakeholders involved in the process and promised that all stages of the procedure would be subject to regular public meetings.

M10.4

Email Communication

Chair asked for the support of all members is looking into the possibility of trialing a communication platform where all important reports and notes would be collated in one place, in order to obviate the risk of members overlooking emails.

The system can be found by Googling 'SLACK software apps.



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11. Clerk's Report

M11.1

Skate Park Lease Renewal

The Clerk reported that Cllr Okey had visited the skate park in light of a request from WCC to renew the leasehold. It was found to be shabby, and Colin Harrison would be tasked with upgrading the equipment. Cllr Tomlinson asked the Clerk to explore the possibility of extending the tenure to 2045 aligning with the HUB at Henley holding.

M11.2

Meetings for Planning Committee

Please refer to the Notice for Public Meetings 2023.

The Clerk said that minor amendments to the PC Terms of Reference were needed to place more emphasis on the need to deal publicly with the issues arising under the SWLP at more regular intervals.

Residents can find more information by visiting the SDC website at the following link.

[Agenda for Overview and Scrutiny Committee on Friday, 2nd December, 2022, 10.00 a.m. | Stratford-on-Avon District Council](#)

M11.3

WASPS Training Facility

The Clerk reported that the response from the new owners of the Training Centre had confirmed that there would be no provision for accommodating the community on their forward strategy for running the facility. The Clerk said that this was rather disappointing but not unexpected news and that he would continue to arrange for some dialogue with the new owners and report back to the JPC.

M11.4

20's Plenty Campaign

The Clerk invited Cllr Clark to speak on this matter. Cllr Clark firstly thanked John Clarke and Peter Glaze for their outstanding and successful campaign in winning recognition of, and implementation of 20 MPH restrictions on the High Street and other roadways. Cllr Clark insisted that more action would be required in approaching Warwickshire Police about the apparent lack of enforcement applied to Henley saying that the new restrictions would fail without more involvement by the police in speed management. Council note his remarks.

M11.5

CV Chargers High Street

The Clerk raised the matter with Cllr Shenton who reiterated the notes in his report that he still awaits a response from WCC on this issue.

M11.6

The Clerk explained what CILS were and briefly how they are raised as a levy by the District Council on all infrastructure developments in the Parish. This is calculated as a percentage of the development valuation and that the payment of £4,167.27 accrued from three developments in town and have now been ringfenced in the JPC banking accounts for use on relevant and appropriate infrastructure in the future.



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M11.7

Back Lane Pot Holes

Following and observation from a Henley resident, the Clerk reported that WCC Highways had acted swiftly to the request he made to repairing various pot holes in the roadway which were spilling gravel into adjacent drains creating a flood risk. He had been informed that the offending areas had been marked up and would be dealt with quickly.

M11.8

One Stop Frontage

The Clerk reported that his complaints to One Stop Estates Management about untidy commercial signage had been acted on and two old banner signs had now been removed. The Clerk is still pressing to have the enormous coffee cup removed and replaced by a wastebin.

M11.9

The Internal Auditor

The Clerk congratulated the Internal Auditor on his support for the JPC and in particular, a rookie Clerk! The members wholeheartedly agreed in providing a small gift of thanks to Mr. Bob Morgan, in recognition of the useful and unpaid services he has provided over many years. The Clerk will deliver said gift prior to the Christmas holiday.

M11.10

Email traffic. Already covered under M10.4 above

12. Councillor's Reports

Cllr.	Subject	Actions
Cllr Okey	<p>M12.1 Riverlands – New Play Towers for toddlers paly area. Following provisions made in the budgets for 2022 and 2023, Cllr Okey said that she had received a <i>heavily reduced</i> offer for the replacement of the existing toddlers towers which were now reaching the end of their ‘safe’ working life. In line with JPC Financial Regulations, she arranged for three tenders, see posted offers on JPC website and that the offer made by Discovery showed great savings, further that the same company would provide new fencing again, much needed to replace rotting main posts, for a total still less than the next lowest figure for the towers only. RESOLVED: Members voted unanimously for engaging Discovery; it should be noted that the expenditure totaled £13,250.00, £250 under spending limit.</p>	Supplier engaged



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Cllr Brady	M12.2 Cllr Brady reported that she had met with a Consultant specializing in the design and implementation of Multi Use Games Area pitches, MUGA, and that she felt that the JPC must engage with someone of that standing if they were to progress further with the campaign for a replacement facility. She went on to confirm that meetings with the Scholl Academy were ongoing so that two possible options for the siting if such a facility were still in the frame. A copy of Cllr Brady's report will be published in the JPC website.	Update only
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M13 Next meeting [provisional] Monday 9th January 2023.

Signed Date

Draft Copy



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Appended Documents



Beaudesert & Henley Joint Parish Council

179 High Street Henley in Arden Warwickshire B95 5BA

Date: 06.12.2022
PO Number: 2022-PC-1057

Supplier
Discovery Timber Play Limited
Emailed for expediency:
Info@discoverytimberplay.co.uk

Supplier Ref:
November 2022-V1

PURCHASE ORDER

Payment Method	FULL COUNCIL REQUEST	GOODS/SERVICES
Transfer	Chair & Members	Town Welfare Facility

Qty	Item	Description	Unit Price	Discount	Line Total
1	A	Play Equipment As described in Discovery Quotation V1	£8,255.00		£8,255.00
1	B	Fencing for the Play Equipment Site	£5,450.00		£5,450.00

Ratified at JPC Ordinary Meeting 5th December 2022
Minute No. M12.1 Members unanimous decision.

**INVOICE FOR GOODS TO BE SENT TO ADDRESS
ON THIS PURCHASE ORDER PLEASE.**

Please contact the Clerk 07990 515 305 advising the
the date for works commencement.

PAYMENT TERMS: Transfer 30 days from date of invoice

ACCORDING TO JPC FINANCIAL REGS JPC21-10010 Section 4., para 4.1.

This PURCHASE ORDER is raised by the Parish Clerk Beaudesert & Henley JPC
All correspondence should be forwarded to
Whitehouse Cottage, 179 High Street, Henley in Arden, Warwickshire B95 5BA
Tel: 01564 637 607 email clerk@henley-in-arden-pc.gov.uk

TOTAL [ex VAT]	£13,705.00
Delivery	£0.00
Total	£13,705.00
VAT	£2,741.00
Total	£16,446.00

Authorised by the Clerk to the JPC
Subject to JPC Terms & Conditions 2022 - available on request

