



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL  
MINUTES FOR ORDINARY JOINT PARISH COUNCIL MEETING  
JANUARY 9<sup>TH</sup> 2023

**PUBLIC SESSION:** The public were given an opportunity to speak by the Chair before the business meeting.

**Best practice for the publication of Minutes taken at Parish Meetings, as recommended by the Society of Local Council Clerks, and conforming fully with The Local Government Act 1972 sch. 12 para. 41.**

Parishioners are not normally named in minutes as attendees or in terms of representations made unless necessary for the performance of a council's statutory duties, functions, and contracts. Doing so creates the potential for Data Protection issues and as parishioners are not formally part of a parish council meeting doing so serves no purpose. Minutes are normally a record of decisions made and little else. It is not necessary to produce a verbatim record of what individual Councillors have said, unless they specifically ask for their comments to be recorded. It is rarely necessary to record details of debate (examples of when it would be material to do so would be in evidencing that appropriate advice had been considered, or risks assessed in relation to decisions). Decisions made in council meetings are immediate and do not need the minutes to be approved before they are enacted.

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

**Present:** The Clerk, Cllr Shenton WCC, there were 17 members of the public present.

1. Apologies for Absence

**M1**

**Apologies received and accepted by members present were given by Cllr Brady [JPC] and Cllr M Jennings [SDC]**

2. Declarations of Interest

**M2**

**Cllr Bainbridge declared an interest in Item M9.1**

3. Acceptance of Minutes of the last Meeting [05.12.2022]

**M3**

**Chair asked if all members present at the previous meeting [05.12.2022] 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. District and County Councillor's Reports

**M4**

**Cllr Shenton reiterated on the notes in his report for January which can be found on the JPC website. Please refer to his summary concerning EV chargers this matter will be placed on agenda for next meeting.**

5. Planning Applications

<b>22/03558/TREE</b>	9 The Yew Trees	<b>M5.1 RESOLVED: No Objection</b>
<b>Appeal SDC-Lockley</b>	Planning Chair to report	<b>M5.2 Chair of Planning updated all, please refer to the letter from the Planning Inspectorate – <a href="https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2023/01/Cost-decision.pdf">https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2023/01/Cost-decision.pdf</a></b>

6. Creditors Payments for Consideration

<b>Creditor</b>	<b>Net</b>	<b>Gross</b>	<b>Provision</b>
WALC	60.00	72.00	Election Planning Courses
Henley Focus	100.00	100.00	2 page spread January [JNY-104]
T Mousley	100.00	120.00	Alder- Alne Island
Kompan	200.00	240.00	Play Area Inspections [Last Qtr. 22]



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**Payments made since last meeting using delegated powers [Slack]**

Creditor	Net	Gross	Provision
Adomast Manufacturing	562.80	675.36	Rubber Chippings [Slack Vote] ***
Discovery Timber Play	13,250.00	15,900.00	Toddlers Towers [Slack Vote] ***
Cllr Wendy Andrews	86.65	86.65	Reimbursement – Refreshments 12/22

**Members agreed unanimously to payments being made to all outstanding creditors and confirmed that they had agreed to interim payments using Slack voting medium** \*\*\* Members vote using 'slack' community platform [More details on JPC website]

**7. Banking [JPC Website]**

2 January 2023 (2022 - 2023)

**Beaudesert & Henley in Arden Joint Parish Council**  
**BANK ACCOUNTS**

Lloyds Bank Limited	£1,979.59
Lloyds Bank Limited [Deposit Accou	£160,000.00
<b>Total in Banks</b>	<b>161,979.59</b>
<b>Cash</b>	
<b>GRAND TOTAL (Banks and Cash)</b>	<b>£161,979.59</b>

**M7. RESOLVED: Members noted account balances.**

**8. Chair's Report**

**M8.1**

**The Croft Car Park**

**M8.1.1**

**RESOLUTION 1**

The Chair confirmed that all the members had been given an opportunity to read through the agreement from Napier Parking Ltd which will put the JPC and Napier in contract for 24 calendar months from the date of commencement. She reminded all that a copy of the agreement had been posted on the JPC website under supporting documents. She asked members to vote by a show of hands if they were in agreement with the adoption and implementation of said agreement.

**RESOLVED: decision to adopt the agreement was carried unanimously.**

**M8.1.2**

**RESOLUTION 2**

Chair reiterated to all that the Croft Car Park is freehold and subject to strict covenants which she read out - "to permit the same to be used as a shoppers car park by members of the public wishing to park private motor cars, motor cycles, pedal cycles and light vans (but not commercial vehicles). She asked members for their undertaking to uphold such covenants as listed in the freehold of the Croft Car Park, a copy of this can be found on the JPC website.



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**RESOLVED: decision to uphold the covenant was carried unanimously.**  
**M8.1.3**

**RESOLUTION 3**

Chair advised that there are 10 spaces, available for resident parking, that only one space per household may be provided. She further advised that the process of selecting appropriate applicants was being conducted, governed by the rules under the covenant statement and, she asked members if they were in agreement with this condition and supported it by a majority vote, she would instruct the Clerk to notify the successful applicants individually, in full accordance with the laws on confidentiality. She stressed that these permits will be reviewed in 12 months' time, allowing residents the opportunity to apply afresh.

**RESOLVED: decision to adopt and implement the method of selection and distribution of parking permits was carried unanimously.**

**M8.2**

**The Henley Neighbourhood Development Plan**

The Chair advised members and members of the public present that this very broad issue deserved a specific meeting, and recommended to members that this matter be fully updated and debated at the **Planning Committee Meeting on Monday the 16<sup>th</sup> of January** next. She asked members to support these arrangements.

**RESOLVED: decision to debate the matter of the NDP at a separate meeting was carried unanimously.**

**9. Clerk's Report**

**M9.1**

**The Allotments**

Following unauthorised entry and theft at the site, the Chair will invite comments from the floor **prior to opening of meeting** and then members to debate and reach a decision on the matter of Allotment Management, Security and the formation of an Allotment Association. Clerk to note comments and any expenditure for new locks. **The Clerk will announce the outcome of the poll conducted with plot holders on the method of locking at the site.**

**The Clerk gave the background to the break in, he said that he had reported the incident to the police and advised all plot holders to raise their own crime report online as directed by the police. The three gate locks in use at the site had been damaged beyond repair by the intruders.**

**The Clerk confirmed that after contacting all plot holders, eleven of the nineteen plot holders who had replied preferred combination locks, eight were happy with key locks. Several plot holders attending the meeting robustly challenged this outcome and after a short debate, it was resolved that Cllr Bainbridge would act as the conduit between the allotment association [yet to be formed] headed by resident Joanne Weir, representing the plot holders, and that a meeting between these two would take place after the close of the JPC meeting.**

**RESOLVED: The members voted unanimously to replacing the three locks, plus one spare lock and 50 keys at or close to the expenditure limit of £300.00**

**The Clerk has since purchased the locks and keys at a cost of £338.26 + VAT, and these will be fitted between 11.00 and 12.00 on Saturday 14<sup>th</sup> next, plot holders have been advised to collect their keys during this period. A spare lock will be retained by Cllr Bainbridge.**



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**M9.2**

**Bicycle Rack – Lord’s Waste High Street**

The Clerk referred to the request made by the JPC for provision of a bicycle rack sited on LW, possibly at frontage of MPA, 98 High Street, B95 5BY. This is to be debated at **Court Leet** business meeting Wednesday 11<sup>th</sup> of January. Clerk: The HCL have refused permission to site the bicycle rack on the Lords Waste, Item 12.00 of the HCL business meeting held on the 11<sup>th</sup> of January.

**M9.3**

**High Street Footpaths & Public Entry to Local Walks**

The Clerk asked Cllr Turner to update members and members of the public on the plans to upgrade several sites around town and that a survey of the public footpaths in Henley would be mounted. The Clerk will update all on the progress of this initiative at the next Parish Meeting on Monday the 6<sup>th</sup> of February. Full details of these improvements will be posted on the JPC website.

**10. Councillor’s Reports**

Cllr.	Subject	Actions
A Okey	Dog Poo Bin [Brook End Drive]	<p><b>M10</b> Cllr Okey reported to all that on the entrance to the green spaces off Brook End Drive just before entering the railway tunnel, an accumulation of dog waste was causing concern. That action was needed to resolve this issue by the installation of a dog poo bin at the entrance of the footpath leading to railway bridge.</p> <p>Cllr Bainbridge asked that Cllr Okey might visit the adjacent households to the passageway to seek their permission or otherwise. The members were in agreement with providing a dog waste bin but await the outcome of the enquiry with the householders.</p>

**11. Finance Reports**

Approval of JPC Financial Statement 01.04.2022 to 31.12 2022 published on the website under FINANCE

**M11 Members noted the postings and approved them as being a true and accurate statements.**

**12. Next Meeting**

**Planning Committee - Monday 16<sup>h</sup> of January 2023, 7.00pm, Memorial Hall, Station Road. [South Warwickshire Local Plan under scrutiny]**

Clerks Notes: A resident asked the JPC to enquire into the failure of the street lamp in Beaudesert Lane. The Clerk will speak with SDC Streetscene.

Signed .....

Date .....