



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
AGENDA FOR ORDINARY JOINT PARISH COUNCIL MEETING
DECEMBER 4TH 2023

Dear Councillor,

I HEREBY GIVE NOTICE that an Ordinary Meeting of the above parish council, will take place at **7.00 pm in the Baptist Church Hall, High Street, 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. Please note, no display screen will be available at this meeting.

Public Session.

At the discretion of the Chair and prior to the commencement of council business, the public will be given an opportunity to make representations which, if not listed herein, will be noted by the Clerk for future meetings or actions. This session is limited to **3 minutes per speaker** and **15 minutes maximum** for the session.

CLERK'S NOTE: There will be **no separate Planning Meeting** tonight, all applications will be considered under **Item 13** on this agenda.

MAIN TOPICS:

Henley Fire Service

Flooding Update

Formation of a Finance Working Party

Clerk's New Laptop

PA System for Meetings

Employees Remuneration Management

Signed  **Ray Evans** – Parish Clerk Date Issued: **27.12.2023**

1. Apologies for Absence
2. Declarations of Interest
3. Acceptance of Minutes of the last Meeting [06.11.2023] **[DR]**
4. **Proposed Changes in the Fire Service Provisions in Henley**
The Chair will open up a debate on the issue and invite pertinent comments from the floor about the published changes in the service, its affect on Henley and how residents can make representations to WCC in time for their December consultation.
5. **Flooding in Henley**
The Chair will ask Cllr Bryn Turner to update the meeting on the progress of the recently formed **Flood Prevention Working Party**, which will include brief presentations from residents in the team.
6. **County & District Reports [SD]** The Chair will invite Cllrs Shenton and Rice, to report to all assembled on matters of interest to residents, in particular outstanding issues appertaining to the 20MPH works in progress, drain cleaning, and any issues relevant to the Fire Service and Flooding debates exercised under Items 4. And 5. Above.



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
AGENDA FOR ORDINARY JOINT PARISH COUNCIL MEETING
DECEMBER 4TH 2023

7. Finance and Banking

7.1

Finance Working Party

The Chair will invite Cllr Okey, to form a Finance Working Party, the group will oversee matters of expenditure, staffing costs, and the formulation of the budget for the period of administration, to review fiscal practices and report back to the full Council periodically on their observations and opinions. Members to vote in support or otherwise on this proposal. **[DR]**

7.2

Payments made since last meeting which were NOT listed for consideration

Creditor	Gross	Net	Provision
Orbit Housing	56.03	46.69	Storage renting costs
HMRC	1,468.73	1,468.73	PAYE & NI
Gary Nicklin [Art Attack]	75.00	75.00	Urgent artwork for town website
Slack Communication	72.76	60.63	Members forum facility
Henley RBL	30.00	30.00	Wreath for Remembrance Service

7.3 Creditors payments for consideration by Members

Creditor	Gross	Net	Provision
T Mousley	1,044.00	870.00	Littleworth Willow
Henley Focus	350.00	350.00	4pp Newsletter December 2023

7.4 Income received since last meeting

Debtor	Gross	Net	Provision
Lloyds Bank	121.59	121.59	Interest on Deposit Account
Lloyds Bank	65.61	65.61	Interest on Reserves Account
Napier Parking	1,053.30	1,053.30	Croft Tariff Charges
SDC	2,240.99	2,240.99	CIL Payment

8. Banking

Lloyds Bank Deposit Account Balance at 27.11.2023 **£110,248.74**

Lloyds Bank Reserves Account Balance at 27.11.2023 **£61,730.69**

Lloyds Bank Current Account Balance at 27.11.2023 **£11,515.32**

9. Members Planned Expenditure **[EA]**

The members will be asked to give consideration to, and if appropriate, agree to the following items of expenditure.

9.1

New JPC Laptop

Chair to propose that Council agree to expenditure amounting to a maximum of **£1,200.00** to cover the cost of purchasing a new JPC laptop for use by the Clerk to replace the faulty unit purchased some 6 years ago. **[EA] [DR]**

9.2

Gifting

The Clerk will propose that the service provided free of charge by the Internal Auditor for the previous 12 months be recognised by a presentation from the JPC of a bottle of Christmas Cheer **£20.00** maximum] **[EA] [DR]**



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
AGENDA FOR ORDINARY JOINT PARISH COUNCIL MEETING
DECEMBER 4TH 2023

9.3

Metalwork Repairs Footbridge at Prince Harry Road

Chair will propose that the JPC seek tenders from, and if appropriate, engage with an adequately qualified engineering company, to make carry out necessary repairs to this footbridge for no more than **£3,000.00** maximum. **[EA]** **[SD]** **[DR]**

10. Chair's Report

Improved Communication at Meetings

The Chair will propose that the JPC investigate the feasibility and cost implications for adopting an audio-visual public address system which can be used at any venue selected for the various meetings they conduct throughout the year. Cllr Broadbent will provide supporting information.

11. Clerk's Report

Schedule of Meetings 2024

Clerk will present the schedule for meetings of the JPC during 2024 and on acceptance by full Council will publish the document of the JPC website **[SD]** **[DR]**

12. Members Reports

The Chair will ask all members if they wish to report to full Council on any pertinent matters.

13. Current Planning Applications

Cllr Clark [Chair of Planning and Development Committee] will ask members to comment on the following applications and instruct the Clerk where appropriately, to enter their findings on the SDC Planning Portal. At the discretion of the Chair, comments from the floor on any of these applications will be taken into account in their decision making.

App Ref	Address	Works
23/03169/TPO	Yew Tree Gardens Estate B95 5HP	Reductions to Willow and Blue Cedar
23/03157/FUL	9 Ashbury Court, B95 5AF	Single storey extension
23/03071/LBC	The Burrow, 245 High St, B95 5BG	Single storey extension
23/03070/FUL	The Burrow, 245 High St, B95 5BG	Single storey extension
23/02925/FUL	17 Glenhurst Road, B95 5HZ	Single storey front, one and two storey rear
23/02659/TPO	Yew Tree Gardens Estate B95 5HP	Remove Scots Pine, reduce Beech

14. Residents Forum

The Chair will ask the residents in attendance to provide the Council Members with their aspirations for improved or new community needs for 2024, followed by an invitation by the Chair, to join with the JPC in partaking of some modest Christmas cheer!

15. Next Meeting

Subject to approval [Item 9.3] above, Monday 8th January 2024, 7.00 pm at the Memorial Hall, Station Road, Henley.