



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
MINUTES FOR THE ORDINARY JOINT PARISH COUNCIL MEETING
FEBRUARY 5TH 2024

The Minutes of the Ordinary Council Meeting of the Beaudesert and Henley in Arden JPC took place on Monday the 5th of February 2024 at 7.00pm in the Memorial Hall, Henley in Arden.

Present: Cllrs Andrews [Chair], Brady, Tomlinson, Clark, McCaskie, Broadbent and Rouse.

In Attendance: Cllr Shenton WCC, representatives from the WCC-F&R Service, namely: County Council Portfolio Holder, Andy Crump, The Chief Fire Officer, Ben Brook and Rob Allen WF&RS. There were 21 members of the public attending the meeting.

MAIN TOPICS:

Henley Fire and Rescue Presentation [Terminates at 7.30pm]

By the County Council Portfolio Holder, Andy Crump, The Chief Fire Officer, Ben Brook]

Flood Defence Working Party in Henley

High Street Entrance Gates and Planters

Draft Budget 2024-2025

Lifebuoy for Riverlands Pond

Croft Car Park Lighting & General Upkeep

Claim for Damage [Storm December 2023]

Croft Car Park Review [JPC & Napier]

Improvements to JPC website

Colin Harrison Retirement

1. Apologies for Absence
M1. Apologies were received and accepted from Cllrs Okey and Turner, JPC and Cllr Rice, SDC
2. Declarations of Interest
M2. There were no declarations made.
3. Acceptance of Minutes of the last Meeting [09.01.2024] [DR]
M3. It was RESOLVED that the Minutes of the meeting held on the 9th of January 2024, were confirmed as a true record and signed by the Chair. This motion was proposed by the Chair and carried unanimously by all those present at the meeting.
4. A presentation by WCC representatives on the matter of Henley Fire Station's role in the future presently **under consultation**, followed by a **25 minute Q&A session** at the discretion of the Chair.
M4.
The presentation was headed by the Chief Fire Officer, Ben Brook, and Portfolio Holder, Andy Crump, both of whom based their delivery on the Consultation 'Resourcing to Risk , launched late in 2024:
<https://www.warwickshire.gov.uk/warwickshire-fire-rescue-service/resourcing-risk>
Residents listened carefully to the content and were then asked by the Chair to raise their concerns. There followed a lively debate, the major features of which can be found in a transcript of the debate, posted on the JPC website.
5. **County & District Reports [SD]** The Chair will invited Cllr Shenton to report to all assembled on matters of interest to residents.
M5.
A copy of Cllr Shenton's report can be found on the JPC website.



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6. Payments made since last meeting which were NOT listed for consideration

NB: All items are either ongoing direct debits agreed by full Council or, payments made, following a majority vote by balloted members on the JPC Slack comms platform.

Creditor	Gross	Net	Provision
Orbit Housing	56.03	46.69	Garage rental
YourLocale Limited	1,200.00	1,000.00	NDP urgent consultation [Slack Vote]
Slack Communications	84.00	70.00	Hosting charges Comms Platform
T Mousley	552.00	460.00	Emergency tree works [Slack Vote]
ICO	35.00	35.00	Data protection annual fee

7. Creditors payments for consideration by Members [None Outstanding]

Creditor	Gross	Net	Provision
Henley Focus Magazine	350.00	350.00	Newsletter delivered separately to all.
Huw Gray	136.56	113.80	Concrete slabs for gateway planters
R Adams & Sons	96.00	80.00	Sand for sandbags held at St Nic's Church
Colin Harrison	935.00	935.00	INV 905900 [£60.00 materials, £875.00 lab]

8. Income received since last meeting

Debtor	Gross	Net	Provision
Lloyds Bank	108.02	108.02	Interest on Deposit Account
Lloyds Bank	63.83	63.83	Interest on Reserves Account
Napier Parking	1,982.70	1,982.70	Croft Tariff Charges
SDC	362.59	362.59	Reimbursement for grass cutting [CIL]

M6, 7 & 8

The Chair asked if all members had inspected the data for finance listed in the agenda and published on the official website. It was **RESOLVED** the data was approved unanimously by all members.

9. Banking

Lloyds Bank Deposit Account Balance at 30.01.2024	£100,000.00
Lloyds Bank Reserves Account Balance at 30.01.2024	£61,864.32
Lloyds Bank Current Account Balance at 30.01.2024	£5,322.45
Total	£167,186.77

M9. Chair asked the assembled members to take note of the financial status and comment. **RESOLVED** there were no issues raised with the banking statements to 31.01.2024

10. Flood Prevention Working Party

Clerk/Chair will update members and the public on the actions in hand by the group.

M10. A copy of the report can be found on the JPC website.

11. Members to be updated on Progress of NDP, High Street Speed Limit and Rights of Way Issues

Cllr Clark [Chair of Planning and Development Committee] will update all and invite questions for members and the public.



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App Ref	Address	Works
None in Hand		

M11. The Chair of Planning, Cllr Clark reported to the assembled on the following:

M11.1

That there were no planning applications to consider.

M11.2

Cllr Clarke expressed his joy at the pace at which the external examiner had processed the Henley NDP and, in particular, her complimentary remarks on the structure of the Plan. SDC have responded to the report and if their remarks are accepted by the examiner, a final report will be published. At this stage the public will be invited to support the document by way of a referendum, to be convened, it is hoped, no later than April. He further reported that his team were closely monitoring the progress of the Local Plan, and in particular, trying to be ahead events likely to emerge in the national picture following the general election this year.

M11.3

20MPH, Cllr Clark reported that work was still outstanding, he urged the assembled to appreciate that this was a **first step**. WCC had organised a survey of the rate and speed of traffic through Henley using speed lines prior at discrete locations, just prior Christmas, and this data will be released in time for the next JPC meeting. Cllr Shenton added that road markings were planned but maybe delayed by the possible disruption to the road surface when the drain surveillance is conducted. A full update will be given at the next meeting.

M11.4

Cllr Clark ended with urging people to send in their opinions to the WCC Rights of Way Survey - <https://www.henley-in-arden-pc.gov.uk/warwickshires-rights-of-way-survey/> the link to the JPC website provides all the information residents need.

12. High Street Entrance Gates and Planters

The Clerk will present the members with an update on the progress of this project.

M12.

The Clerk reported that great progress had been made by Colin Harrison and the PayBack team, that wooden planters will be installed, and Henley in Bloom have ordered the requisite amount of plants and will be preparing for what will be a most welcoming display to Henley at all its four main roadway entrances this coming Spring/Summer. The Clerk has been invited the HiB AGM on Monday 12th next, held at the Baptist Church Hall at 7.00pm.

13. Draft Budget 2024/2025

Chair of the JPC Finance Working Party will update all on the draft budget 2024-2025

M13.

As Cllr Okey was unable to attend the meeting, the Chair read out the Finance Committee's report, a copy of the report can be found on the JPC website.

14. Chairs Report

14.1 The Chair will announce to all on the matter of Town Handyman, Mr. Colin Harrison, retiring from his duties in Henley, and wish him a happy and successful future in his future down in Cornwall.



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M14.1

Sadly, Colin Harrison, has indicated his plan to retire from his duties in Henley. He will of course be dearly missed and finding a replacement.

14.2 The Chair will update assembled on the planned meeting organised by the Warwickshire Fire & Rescue Service at the **Henley High School**, main hall, on **Thursday the 22nd of February 2024**, commencing 6.30pm.

M14.2

The Chair reminded all of the meeting on the 22nd and urged all to attend.

14.3 The Chair will update members and the public on the progress being achieved by the Flooding Prevention Working Party
Already updated.

14.4 The Chair will ask members to consider the fitting of new lamps in the Croft Car Park and removal of ivy growth as appropriate on one of the lighting stanchions. This represents a highly specialised and high risk project which must be entrusted to a qualified contractor only. Local electricians have not been suitable for consideration. **Cost - no more than £1,000.00 [SD] [DR] [EA]**

M14.4

The Chair advised all that it had been difficult in securing a suitable contractor for this work as it is deemed to be hazardous work. Based on a recommendation, GS Adams, who installed Henley's Christmas Lights and is also responsible for maintaining all lighting systems for Studley Town Council, has been selected to carry out this work and will provide coned-off areas and conduct the works adhering to current H&S and Risk Assessment laws.

RESOLVED: The Council unanimously voted for GS Adams to be contracted to do the work at the agreed cost of £800.00 plus VAT and this **will include** the removal of ivy from one of the north car park lamps.

14.5 The Chair will invite members to debate on the possible content of a review to take place between the **JPC and Napier Car Parking Limited**, in consideration of the management and parking fee charges for the remainder of the two year contract [Commenced February 2023]

M14.5

The Chair chose not to debate this matter at this time and asked that the Clerk note its deferment to a later meeting if no one in the meeting objected. No objections were raised.

14.6 The Chair will ask members to consider and if appropriate adopt the services of a grass cutting contractor within the terms and conditions already set out in the Ordinary Meeting of the 6th of November 2023. Cost for season's contract, consisting of 18 cuts each at Riverlands, Jubilee, Littleworth and the Town's west-side pedestrian areas, **no more than £11,000.00 [DR] [EA]**

M14.6

The Chair advised that as Colin Harrison was retiring, his grandson would not be available and that her recommendation, along with other Councillors who had investigated the matter in some depth, was to only consider one tender. So, of the three



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original quotes, she put forward WS Gardens, who exercised all the required skills for the task whilst maintaining H&S and Risk Management when contracted by the JPC on an earlier occasion.

RESOLVED: The Council unanimously voted for WS Gardens to provide 18 cuts per site for the 2024 season at no more than £11,000.00. A copy of WS Gardens' quotation can be found on the JPC website.

15. Clerk's Report

15.1 The Clerk will ask members to consider the replacement of the vandalised lifebuoy station at the nature pond in Riverlands at a cost of **no more than £350.00**. [SD] [DR] [EA]

M15.1

The Clerk advised all that with the summer season looming attention must be given to a new lifebuoy station adjacent to the pond in Riverlands, which has been severely vandalised.

RESOLVED: The Council unanimously voted for the Clerk to obtain a replacement unit at no more than £350.00 plus VAT.

15.2

The Clerk will advise members of a claim for costs accrued from a resident concerning damage caused by a tree on JPC land which fell in high winds in late December causing damage to the neighbouring fence and shed withing the residents gardens. Documentation covering this event can be found in supporting documents on the website. Subject to acceptable insurance underwriting or otherwise, the **cost limited to ££860.00** excluding VAT [DR] [EA]

M15.2

The Clerk advised all that he had received a claim for damages from a Henley resident following the accidental felling on a tree on JPC land which damaged a fence and garden shed. The JPC had, under emergency measures, contracted T Mousley to attend the scene and make safe the tree which had collapsed in the December storm. The insurers will meet this cost and have since confirmed that the net of VAT charge of £460.00, is subject to an excess charge of £125.00, but the insurers would not pay the claimant [third parties' claim] for £400.00, stipulating that this must be the liability of the householder to settle though their own insurance cover.

15.3

The Clerk will provide additional quotations for a PA sound system in response to public requests for better audibility at meetings. The cost for this equipment will not exceed **£1,500.00** excluding VAT. [DR] [EA]

M15.3

The Clerk spoke of his confusion in the matter of a sound system and pointed out that the offer obtained by a Councillor at the last meeting, amounting to £1,500.00, could if broken down to separate components, be purchased for a total cost of £500.00. He asked if the Councillor best equipped to understand such technical matters, might look into the issue further and that a resolution be reached at the next meeting. Cllr McCaskie volunteered to look at this issue.



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16. Members Urgent Business Matters

Chair will enquire whether members have any urgent business to bring to the attention of the assembly.
M16.

No other business was raised, and the Chair closed the meeting at 8.25pm

17. Next Meeting

Monday 4th of March 2024, at 7.00pm [or, 6.30pm if adequate planning applications were to hand] at the Memorial Hall.

Clerks Note: The matter of improvements to the JPC website were overlooked due to the overrun on the debate concerning the Henley Fire Station and will be picked up at the next meeting.

Signed.....

Date.....

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