



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
AGENDA FOR ORDINARY JOINT PARISH COUNCIL MEETING
JULY 8TH 2024

Here are the Minutes of the Ordinary Council Meeting of the Beaudesert and Henley in Arden JPC, which took place on Monday the 8th of July at 7.00pm in the Memorial Hall, Henley in Arden.

Present: Cllrs Andrews [Chair], Okey, Turner, Clark, Rouse and McCaskie.

In Attendance: There were 18 members of the public in attendance.

Public Session: A small number of residents raised issues, all of which **were noted by the members and Clerk**, and will be **acted upon and reported about at the next ordinary meeting** if appropriate.

CLERK'S NOTES:

There was **no separate Planning Meeting** held, assessments of all applications received have been conducted by discussion and, where appropriate, site visits. Outcomes of these applications can be viewed on the Stratford on Avon Planning Portal click on - <https://apps.stratford.gov.uk/eplanning/>

The Chair asked for any comments from the public, a small number of issues including one matter concerning overgrown hedgerows on Arden Road, were raised by members of the public, which the Clerk said he would raise with the relevant houseowners by letter. A resident raised a query about the cost of CCTV cameras, the Chair explained that there were two units operating 24/7 and that they were designed to monitor anti-social behaviour rather than vehicle speeding. Cllr Shenton mentioned that appointments could be arranged at the SDC-CCTV centre by any interested Councillors. Another resident complained about the Lime Trees being *pollarded* which, in his opinion, should have been carried out in the Autumn/Winter period. The Chair reported that the JPC had received numerous complaints about branches in contact with buildings, and low hanging branches restricting pedestrians movement. A large number were also received by WCC, causing them to take speedy action. The Clerk asked Cllr Shenton if he might update the JPC on the *rationale* taken by WCC Forestry in doing this work in the summer months. The matter will be reported on the JPC website and at the next meeting if still relevant.

MAIN TOPICS:

Expenditure Listings

- 9.1** Upkeep of Town Gateways and Planters
- 9.2** Deterioration of the Footbridge over the Alne at Prince Harry Road
- 9.3** Mini Grants [Town Crier & Memory Lane Café]

Other Business Listings

- 10.1** NDP Progress Update & Advisory Panel Set-up
- 10.2** Play Area Upgrading Project
- 10.3** Liveridge Hill Speeding Issues
- 10.4** High Street Lime Trees Pruning Work
- 10.5** Flooding Consultation – Castle Close B95 5LR
- 10.6** Update on Community Payback Warwickshire

1. Apologies for Absence

M1.

Apologies were received and accepted from Cllr Tomlinson

2. Declarations of Interest

M2.

There were no declarations made or handed to the Clerk prior to the meeting.



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3. Acceptance of Minutes of the last Ordinary Meeting held on the 3rd of June 2024

M3.

It was **RESOLVED** that the Minutes of the meeting held on the 3rd of June 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. **District & County Reports [SD]** The Chair will invite Cllrs Shenton and Rice to report to all assembled on matters of interest to residents. In particular on the outcome of the General Election and she ask the said Councillors extend her invitation to the newly elected **Member of Parliament**, to attend an appropriate JPC public meeting in the late summer, early autumn of 2024.

The Chair will acquaint both Councillors on an approach made by a resident to the JPC asking for help on a matter of possible health risks in their property caused by mold growth.
All personal information withheld.

M4.

Cllr Rice congratulated the JPC on their success with the NDP and the Chair thanked him for his tireless support in getting the NDP formally *made* at SDC. Cllr Rice asked that residents refer to his report on the website.

Cllr Shenton mentioned such matters as reports of dangerous speeding on the High Street and he offered to provide more evidence of cars and motorbikes by way of recorded data to any interested parties. He further mentioned progress on the Crabmill public house and speed management in Claverdon and asked that residents refer to his report posted on the website.

The Chair asked that the issue of speeding on the High Street be supported by evidence so that a lobby could be mounted with WCC Highways.

The debate continued with residents making their opinions heard on the matter. The debate will be updated at a future meeting[s].

REPORTS FROM DISTRICT AND COUNTY CAN BE FOUND ON THE JPC WEBSITE:

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/07/DISTRICT-COUNCILLORS-REPORT-JULY-2024.pdf>

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/07/COUNTY-COUNCILLORS-REPORT-JULY-2024.pdf>

5. **Payments made since the last Ordinary Meeting. Direct debit payments are NOT included.**

[Annual charges and subs, DD, delegated payments and/or Member voting at OM or on Slack]

Creditor	Gross	Net	Provision
Orbit Housing	59.95	49.96	Rental charges garage.[DD]
Evergreens [Grant]	500.00	500.00	Mini Grant award
Stratford District Council	1971.25	1971.25	Croft car park business rates [Mislaidd]
Rural Market Town Assn	120.00	100.00	Annual membership fee
HMRC	652.61	652.61	April PAYE & NIC
HMRC	641.33	641.33	May PAYE & NIC
Guild Hall Henley [Grant]	5,000.00	5,000.00	Roof appeal support
Helen Dawn Rote HCS]	500.00	500.00	Catering for Henley Civic Service
Horti Henley [Urgent]	95.00	95.00	Clearing ditch in Littleworth Park
Henley Resident [Resolved]	400.00	400.00	Compensation JPC tree stock damage
Slack Comms [DD]	75.60	75.60	Communication platform
Gary Power [Play Area 4h]	100.00	100.00	Tidy rubber chippings/clearing graffiti
Earlswood Ctr. [Resolved]	672.00	560.00	Discounted planters [Gateways x 8]



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HTDL [Annual Charges]	606.00	505.00	Cloud hosting & SSL Certificate
HTDL [Annual Charges]	912.00	760.00	Technical support & minor content adds
HMRC [2023-2024]	2,044.39	2,044.39	See supporting document on website

6. Creditors payments for consideration by Members

Creditor	Gross	Net	Provision
Stratford District Council	2,419.00	2,419.00	Annual contribution to TWO CCTV cameras
DM Payroll	70.00	70.00	Half year admin charges [PAYE & NIC]
YourLocale	900.00	750.00	Ongoing retention fee [monthly] NDP2
Horti Henley	1,430.00	1,430.00	Upkeep of footpaths West side Henley
WS Gardens	2,160.00	1,800.00	May THREE cuts on FOUR sites [12 total]
WS Gardens	1,440.00	1,200.00	June TWO cuts on FOUR sites [8 total]
Andy Loos	523.20	436.00	TWO units 06.06-24 to 30.06.24 [Contract]
EH Smith	56.16	46.80	Planter ironmongery items
WCC	200.00	200.00	Skatepark rent 05.04.24 to 04.04.25

7. Income received since last meeting

Debtor	Gross	Net	Provision
Napier Parking	1,915.95	1,915.95	Parking fees
Allotments	450.00	450.00	Fees for plot
Lloyds Deposit Account	138.06	138.06	Interest for June 24
Lloyds Reserve Account	70.81	70.81	Interest for June 24

M5, 6 & 7.

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** that all members agreed they had inspected the data reports and unanimously approved the content.

8. Banking

Lloyds Bank Deposit Account Balance at 30.06.2024	£1,179.15
Lloyds Bank Reserves Account Balance at 30.06.2024	£62,202.18
Lloyds Bank Current Account Balance at 30.06.24	£111,000.00
Totals	£174,381.33

Members noted the banking details.

9. MEMBERS PROPOSALS & NOTES TO COUNCIL

Matters Requiring Expenditure [EA]

9.1

Upkeep of Town Gateways and Planters

The Chair will propose that the JPC engage with *HortiHenley*, local landscapers, who have successfully cleared and brought pathways in the town up to a high standard of care, on two options for the maintenance of the town gateways and planters. The estimates of cost are maximum and capped figures.

Option 9.1.1

To provide a membrane base in front of the planters to prevent weed growth and ensure a clear view for motorists entering the town all year round. That the two old concrete planters be removed for New Road site.



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Total Cost no more than **£800.00 net of VAT**

Option 9.1.2

To remove the old concrete planters and tidy up the areas in front of the planters [maybe repeated a number of times during the growing period,.

Total Cost no more than **£350.00 net of VAT**.

[DR] [EA]

M9.1

The Chair reiterated on the need for these gateways and planters to be maintained on a regular basis so that they may be noticed by visitors to the town. Two options were debated as above, and the members were in favour of 9.1.1. However, the Clerk added that Horti Henley would possibly use slabs rather than membrane but at no additional cost.

RESOLVED: Members voted unanimously in favour of Option 9.1.1 and then Clerk said he would contact the contractor and raise a purchase order for the work at no more than £800.00 plus VAT.

Clerk's note, all works have been completed see website: <https://www.henley-in-arden-pc.gov.uk/jpc-town-upkeep/>

9.2

Deterioration of the Footbridge over the Alne at Prince Harry Road

The Chair will update members on the subject of the repair or replacement of this footbridge which was in progress with Colin Harrison but postponed on his retirement. The costs under this heading are now in need of updating and serve only to illustrate the costs involved. It is necessary for the full Council to decide on the best way forward but NO DECISION on spending will be made until the matter is resolved at the August meeting.

Option 9.2.1

A new bridge at a maximum cost of £15,000.00 plus VAT [For reference only]

Option 9.2.2

Upgrading existing bridge at a maximum cost of £9,000.00 plus VAT [For reference only]

[SD]

M9.2

Members and the Clerk noted the Chair's comments, and the Clerk will seek firm tenders for the works involved for presentation at a future meeting.

9.3

Mini Grants

9.3.1

Town Crier Allowances Grant

The JPC will consider the application from the Court Leet for a mini grant amounting to **£500.00** to support the costs of travelling to Town Crier events as an ambassador for the town.

[DR]

M9.3.1

RESOLVED. The members voted unanimously in favour of this mini-grnat application.



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9.3.2

Memory Lane Café

The JPC will consider the application from Henley's Memory Lane Café's to match fund costs for community based outings involving up to fifty residents, to include costs of tickets and transport amounting to **£500.00** maximum by way of a mini grant.

[DR]

M9.3.2

RESOLVED. The members voted unanimously in favour of this mini-grant application.

10. MEMBERS PROPOSALS & NOTES TO COUNCIL

Matters **Not Requiring Expenditure, Requests for Approval to Proceed Only**

10.1 NDP Progress Update & Advisory Panel Set-up

The Chair and Cllr Clark, will update all on the status of the HNPD, following a successful referendum and provide some information about the need for advisory panel taking the NDP[2] to its next stages.

M10.1

Cllr Clark addressed all on the progress of the NDP, which for clarity, will now be known as NDP2, taking the document to a formal legal status. He said that the very satisfying turnout for the referendum gave a clear mandate to the JPC to go forward with confidence. He warned that it was vital that Henley keep on top of developments from HMG and SDC, on the matter of planning and site allocations following the General Election. He spoke widely on the formation of an Advisory Panel [AP] - [See details of JPC website]. Cllr Clark further advised that the JPC had re-appointed Mr. Gary Kirk, YourLocale to head up the debates by the AP and that funding via Groundworks [a government agency] would be made available to the JPC for technical issues and guidance in identifying areas of potential development. He stressed that the NDP2 was beyond housing and would address all economic considerations and infrastructure vital for sound an appropriate progress. Funding, he said, may reach £30K, ensuring that the very best advice from third parties would be available to the AP. He stressed that this active group would be made up of enthusiastic and non-politically motivated folk. A meeting has been arranged for the 29th of July and full details may be found on the JPC website.

10.2 Play Area Upgrading Project

The Chair will seek approval from members to arrange for a free consultation on upgrading some of the existing play area facilities to suit disabled children.

[SD]

M10.2

Cllr Okey spoke briefly on her plans to meet with residents and a third party expert to discuss more accessible play areas, larger swings, and more importantly play kit which met with recognised disability needs. She also mentioned plans for improved toilet blocks at Riverlands park.

10.3

Liveridge Hill Speeding Issues

The Chair will invite a resident of Henley to speak on the problems they are experiencing in accessing their property on the A3400 northern approach along Liveridge Hill.

*The presentation limited to **3 minutes**.*



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M10.3

All assembled noted the comments from the floor, which included speeding on the High Street. This matter will become more widely discussed at the planned Advisory Panel meetings mentioned under Item 10.1 above.

10.4

High Street Lime Trees Pruning Work

The Clerk will update all present on the latest offer by WCC Forestry to prune back dangerous branch growth on the Lime Trees on the High Street.

[SD]

M10.4

The Chair felt that the JPC and WCC had been made aware of the concerns expressed by residents both in favour of, or objecting to, the pollarding works conducted in the last week or so. Cllr Shenton will update all at the next meeting.

10.5

Castle Close Flooding – Options for Remedial Work

The Clerk will advise all that following the decision made at the Ordinary Meeting on the 3rd of June last, Minute M10.5, that he has engaged Mr. Thomas Haskey, Senior Advisor for RAB Consultants, to provide a professional assessment of the remedial work required in preventing the incident of flooding occurring in Castle Close. The visit will take place on Monday 12th of August at 11.00am, attended by Cllr McCaskie and a local resident.

M10.5

The Clerk will report back to full Council following the meeting with the consultant on the 12th of August.

10.6

Update on Community Payback Warwickshire

The Chair will update all on the present position with Warwickshire Pay Back team.

M10.6

The Chair read out a prepared statement from the Probation Service Executive [available by request] and assured all assembled that a plan going forward had been reached for the maintenance of certain specific areas of the town with the PayBack Team.

11. Members Urgent Business Matters

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

M11.

No additional issues warranting minutes were raised by members.

12. Next Meeting

M12

The next Ordinary Meeting will be on Monday 5th of August 2024 at the Memorial Hall at 7.00pm

Signed

Date