



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL  
MINUTES FOR THE INAUGURAL JOINT PARISH COUNCIL MEETING  
ANNOUNCING THE FORMATION OF A NEW ADVISORY PANEL IN THE  
ADOPTION OF HENLEY NDP2  
JULY 29TH 2024

Here are the Minutes of the Ordinary Council Meeting [Subject Specific] of the Beaudesert and Henley in Arden JPC, which took place on Monday the 29th of July at 7.00pm in the Memorial Hall, Henley in Arden.

**Present:** Cllrs Andrews [Chair], Broadbent, Tomlinson, Turner, Rouse and McCaskie.

**In Attendance:** There were 9 members of the public in attendance.

**Clerk's Note:** This was a public open meeting for all residents to attend and be acquainted with the need to form a Town Advisory Panel [AP] a combination of Councillors and residents working together in the preparation and implimentation of the final 'made' NDP2.

There was no public session, but the residents were asked to raise any questions following the presentation by Mr. Gary Kirk, YourLocale.

The Clerk stated that at this session, remarks, opinions and questions from the floor would not be minuted. The meeting commenced with normal Council Business.

1. Apologies for Absence

**M1.**

**Apologies were received and accepted from Cllr Okey**

2. Declarations of Interest

**M2.**

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

3. The Chair will welcome all attending and, in particular, **Mr. Gary Kirk**, who will be making a presentation during the session.

**M3.**

**The Chair asked the Clerk to open the meeting and thank all for attending.**

4. A presentation by **Mr. Gary Kirk, YourLocale**, providing a description of the need and scope for the Advisory Panel, [AP], followed by a Q&A session.

**[SD]**

**M4.**

**A full copy of the presentation can be found on the JPC website.**

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/07/Beaudesert-and-Henley-in-Arden-presentation-July-2024.pdf>

Gary Kirk opened his presentation by introducing himself and explaining what services his company provide. He advised all that his company had successfully completed 76 Neighbourhood Plans and is currently working on another 36. That some of the Councils he had worked with had gone on to win meritorious awards for their work on community plans. He asked that any questions be raised at the end of the presentation. The Q&A session is not minuted herein as this was purely an advisory session and no commentaries would be carried forward to a full Council Meeting.



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5. The Clerk will arrange the election of **FIVE members** of the JPC to form part of the new Advisory Panel.

**M5.**

The Clerk proposed that it made sense to appoint the existing Planning Committee to become part of the AP, and this was welcomed by all. The Councillors are:

Cllr Andrews  
Cllr Broadbent  
Cllr Tomlinson  
Cllr Rouse  
Cllr McCaskie

**Clerk's Note:** The Planning Committee are due to appoint a new Chair by way of ex-Cllr Clark's resignation from the JPC. The involvement of the Committee on the **AP** will need to be added to their Terms of Reference at their next meeting.

6. The Clerk will compile a list of interested parties wishing to join with the JPC members on the new AP and post a notice of the next NDP2 meeting in due course.

**M6.**

Attendees agreed to recording their interest by adding their brief details to a list as they joined the meeting. This information will only be recorded and made available in the context of meetings arranged to debate the NDP2. The Clerk advised all that they would be added to a limited circulation list so that are updated on events as they occur. Anyone wishing not to be included in this ongoing process should contact the Clerk. These minutes will be circulated to all attendees and those who were unable to attend using blind email listing. He went on to explain that funding to support professional advice though Locality will be needed to address such issues as Housing Needs Assessment (HNA) and Design Codes Technical Support and that the Clerk will be contacted to set these session in place. Gary Kirk recommended that a 3 month timetable be published as soon as possible. The Clerk asked if Cllr Andrews would be prepared to Chair, she accepted and was supported unanimously by full Council. Further discussion with the JPC will take place prior to contact with the members of the public as to the membership of the AP. ALL data used and debates recorded will be published in the public domain. Gary Kirk recommended that the JPC publish a three-month timetable.

The Chair summarised the outcome of the meeting and thanked all for attending.

7. Next Meeting

**M7.**

Ordinary Meeting Monday 5<sup>th</sup> August 2024, Memorial Hall at 7.00pm.  
Meeting of the Advisory Panel [AP] – TBA

Footnote: Locality have been in contact with the Clerk and will be arranged initial meetings with their colleagues at AECOM, further information on this will follow. Clerk [01.08.2024]

Signed ..... Date.....