



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
AGENDA FOR ORDINARY JOINT PARISH COUNCIL MEETING
SEPTEMBER 2ND 2024

Dear Councillor,

I HEREBY GIVE NOTICE that an Ordinary Meeting of the above parish council, will take place at **7.00 pm in the Memorial Hall, Station Road, 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

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 NOTES:

There will be **no separate Planning Meeting** tonight, 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/>

MAIN TOPICS:

Expenditure Listings

9.1 Major Additions to the Riverlands Play Areas

9.2 Phase I Tree Care Works [Based on Survey Needs]

Other Business Listings

10.1 NDP2 - Progress Update & Advisory Panel Set-up

10.2 Proposed Drain Works Henley High Street

10.3 Major Grant Application [HWMT – Tennis Club]

10.4 Town Works Schedule

Supporting documents relating to the foregoing subjects can be found on the JPC website.

Signed  **Ray Evans** – Parish Clerk Date Issued: **28.08.2024**

1. Apologies for Absence
2. Declarations of Interest
3. Acceptance of Minutes of the last Ordinary Meeting held on the 5th of August 2024. **[DR]**
4. Co-option of a new member, by way of the resignation of Cllr Richard Clark.[Henley-in-Arden]. The Chair will invite the applicant to address the members and public giving an account of what they are able to offer the community in the service of the Joint Parish Council. Questions may be asked by members and the public within a period not exceeding 10 minutes. The Clerk will then call for a vote and in the event of a vote in favour or otherwise, by a show of hands, **the candidate will be duly elected onto the Council**. The Clerk will ask the candidate to sign the *Acceptance of Office* which he will witness, he will also request that the [new member] complete a statement of interests, to be handed back to the Clerk in time for the next public meeting. The Chair will ask the new member to join the members.
5. **District & County Reports** The Chair will invite Cllrs Shenton and Rice to report to all assembled on matters of interest to residents
[SD]



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6. Payments made since the last Ordinary Meeting.

*[Consisting annual charges and subs, DD, delegated payments and/or Member voting at an Ordinary Meeting, by email, on Slack or, as determined by the JPC Financial Regulations, paragraph 4 [inset] marked ** in the following tables].*

4. Budgetary control and authority to spend

4.1 Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

the Council for all items over **£500.00**;

the Clerk/RFO, for expedient and unplanned expenditure on items up to a maximum of **£750.00** in any one month, and in conjunction with the Chair, up to a maximum of **£1,000.00** in any month, expenditure in excess of these levels will be;

a) be made the subject of a recommendation by the Finance Committee if such has been established by the Council;

b) approved by full Council either at a public meeting or by the circulation of an email request to all members by the RFO indicating a majority vote in favour of the expenditure.

Such authority is to be evidenced by a minute or by an authorisation slip duly signed by the Clerk, or an email record and where necessary also by the appropriate Chair.

Creditor	Gross	Net	Provision
Orbit Housing	59.95	49.96	Rental charges garage.[DD]
HMRC	641.13	641.13	PAYE & NIC July 2024
Gary Power [INV 8]	300.00	300.00	Late entry at last meeting [RESOLVED]
Fasthosts	16.74	13.95	Website Hosting Fees [DD]
Aspli Safety [Lifebuoy]	344.02	286.69	Minute M8.5 OM 02-10-23***
Slack Communications	63.41	52.84	Members Comms Platform Fees [DD]
CIPRI	36.00	36.00	Annual subscription
Fasthosts	1.20	1.00	Admin charges
Totals	1,462.45	1,381.57	

*** Long delay in actioning due to installation difficulties. Work completed at Riverlands pond on the 23rd of August 2024

Creditors payments for consideration by Members

Creditor	Gross	Net	Provision
WS Gardens	1,440.00	1,200.00	Two cuts August three sites
Andy Loos	528.00	440.00	August hire charges [Contractual]
Gary Power [INV 9]	200.00	200.00	Lifebuoy installation Riverlands
Gary Power [INV 10]	200.00	200.00	Dog bin support, play area & bridge steps
Gary Power [INV 11]	392.76	392.76	Prepare surface and painting footbridge
EH Smith	10.50	8.75	Bridge metalwork and postcrete
Totals	2,771.26	2,441.51	

7. Income received since last meeting

Debtor	Gross	Net	Provision
Napier Parking	1,512.82	1,512.82	Parking & Permit Fees [Aug]
Groundworks [NDP2]	10,000.00	10,000.00	Financing AECOM support costs
Allotment Fees	50.00	50.00	Late payment
Lloyds Deposit Account	97.03	97.03	Interest for August 24
Lloyds Reserve Account	63.23	63.23	Interest for August 24
Totals	11,723.08	11,723.08	



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8. Banking at 28.08.2024

Treasurers Account 30-98-26 00335801 £ 2,100.81	BUS BANK INSTANT 30-98-26 00336107 £ 102,000.00	BUS BANK INSTANT 30-99-50 87527768 £ 68,334.34
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9. MEMBERS PROPOSALS & NOTES TO COUNCIL

Matters Requiring Expenditure [EA]

9.1

Additional Play Equipment – Riverlands

Based on a number of requests by residents and the needs for older children hitherto not catered for on the existing site, and subject to planning consent, **Cllr Okey** will make a presentation for additional equipment to be installed within the space on the existing site to include a number of compatible timber play frames. The choice subject to scrutiny and selected to be the most suitable for the needs stated using tenders from three suppliers. Please refer to supporting documents on the JPC website. Cllr Okey will also ask members to give consideration to drainage of the site and to report their findings at the next meeting. In the event of tenders not being to hand, **no financial decisions will be made.**

The cost of this project **NOT TO EXCEED £25,000.00 net of VAT**
[DR] [EA] [SD]

9.2

Phase I Tree Care Works [Based on 2023 Survey Needs]

The Clerk will refer to three quotations from tree care contractors covering the works recommended on SEVENTEEN trees under JPC management in the survey conducted in 2023.
Please refer to supporting documents on the JPC website

The cost of this project **NOT TO EXCEED £15,000.00 net of VAT**
[DR] [EA] [SD]

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

Cllr Tomlinson will make reference to the relevance of the HM Government Amended National Planning Policy Framework consultation and its potential affect on the Community.

Please see supporting documents on website.

Further, he will announce the members of the public selected by the JPC and invited to join the Advisory Panel, who are due to meet on the 10th of September next who, combined with FIVE members of the JPC, will take work on the revised NDP2 forward towards a successful conclusion during 2025.

There are no outstanding planning applications outstanding barring any recived between the 28th of August and the 2nd of September 2024.



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10.2

Proposed Drain Works Henley High Street

The Clerk will update all on the proposed WCC works commencing shortly at the Millfield Court junction, where jetting and camera observations of the culverts and gulleys will take place as the first stage of works along the High Street in a phased operation. He will further advise that a meeting with Cllr Shenton and Officers of the WCC will be convened in September in order to seek more information concerning JPC funded operations of this nature, with a view to hastening the progress of this vital upgrading work making use of CILS/s.106** infrastructure reserves. The outcome of this meeting will form the framework of a public consultation for the residents of Beaundesert & Henley to consider.

[SD]

*** A Section 106 Agreement is a legal contract between property developers and local planning authorities that outlines obligations that the developer must undertake to reduce impacts on nearby communities.*

Clerk's Note: Cllr McCaskie wished to update all on flooding issues in and around Castle Close.

10.3

Major Grant Application [HWMT – Tennis Club]

The Chair will invite representatives of Henley Tennis Club to make their presentation to install Padel Tennis courts at the Arden Recreation site, in part supported by funding by the JPC held in reserves from the s.106 payment made by WASPS following their acquisition of the Warwickshire Colleges facility south of the town.

The Chair will then announce that a period of fifteen minutes will be provided to accommodate questions from members and the public. No decision on financing will be made.

[SD]

10.4

Town Works Schedule

The Clerk will present a display showing current town works operations in progress and those planned.

[SD]

11. Members Urgent Business Matters

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

12. Next Meeting

Monday October 7th, 2024 - Memorial Hall at 7.00pm.

JPC NDP2 Advisory Panel Meeting Tuesday 10th of September – Henley Station Rooms