



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

Here are the Minutes of the Ordinary Council Meeting of the Beaudesert and Henley in Arden JPC, which took place on Monday the 2nd of September at 7.00pm in the Memorial Hall, Henley in Arden.

Present: Cllrs Andrews [Chair], Okey, Broadbent, Tomlinson, Rouse and McCaskie. Co-opted member Cllr Kevin Norris joined members in the debate.

In Attendance: There were 23 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/>

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.

1. Apologies for Absence

M1.

Apologies were received and accepted from Cllr Turner

2. Declarations of Interest

M2.

Cllr D Broadbent declared an interest in Item 10.3

3. Acceptance of Minutes of the last Ordinary Meeting held on the 5th of August 2024. [DR]

M3

It was RESOLVED that the Minutes of the meeting held on the 5th of August, 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. 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*



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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.

M4.

RESOLVED: Following a short presentation, Mr. Kevin Norris was adopted onto the JPC as a co-opted member by a unanimous show of hands. He signed the Declaration of Acceptance of Office, duly witnessed by the Clerk, who requested that he complete a Declaration of Interest and pass it back the Clerk before the next public meeting. The members and Clerk wish Cllr Norris the very best of luck in his service to the residents of Beaudesert & Henley in Arden.

- 5. District & County Reports** The Chair will invite Cllrs Shenton and Rice to report to all assembled on matters of interest to residents

M5.

Cllr Shenton sent apologies for being unable to attend the meeting due to other commitments. Cllr Rice gave a brief presentation based on his report which can be found on the JPC website.

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]



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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	

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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M6, 7 & 8.

The Chair asked if all members had inspected the data for payments, receipts and balances in the bank.

It was **RESOLVED** that all members agreed they had inspected the data listed herein and unanimously approved the content.

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]

M9.1

UNRESOLVED: Members raised a number of queries relating to the items listed for purchase, Cllr Okey described the various items of play equipment and their basic function. Moreover she spoke strongly about the need for ‘accessible’ equipment to suit those who were unable to make



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use of conventional play equipment as well as older children's needs for more robust kit which are not catered for presently.

All agreed that the offer from Discovery was favoured.

Questions were raised concerning the drainage to the extended site and Cllr Okey said that this would be a separate phase of the project which she would initiate with other members. She agreed to return to the members with more information for the next meeting.

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]

M9.2

UNRESOLVED: The Clerk referred all to the JPC website where data is now listed showing the Town Maintenance Schedule is posted and in particular the tree schedule listing a number of trees in need of urgent attention. The clerk still awaits THREE tenders covering this work and as the matter needs haste, will present these to members on Slack for a decision to be reached. He spoke of the huge responsibility posed for the JPC in caring for this asset of the community, which would undoubtedly be costly in its execution and **MUST** be the subject of THREE quotations from specialists prior to the work starting,

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 received between the 28th of August and the 2nd of September 2024.

M10.1

Cllr Tomlinson ran through the content of the summary created by Mr. Richard Clark, in response to HM.Gov's recommendations in a consultative document where many of the issues would impact on our Town. He highlighted many of the more contentious issues. You can see all aspects of this summary by clicking on the link below. You can also be part of the process as a resident by attending the **NDP2 meeting on Tuesday the 10th of September at the Henley Station at 7.00pm.** He closed his presentation by advising all that no planning applications were to hand.

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/08/COMMENTARY-ON-HM-GOV-PLANNING-FRAMEWORK.pdf>

10.2



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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 Beaudesert & 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.

M10.2.1

The Clerk reiterated on a report he had prepared for members giving a clear statement from WCC Officers that work was imminent of the High Street drains, starting at the Millfield junction, where jetting and camera surveillance would be initiated. You can read this report on the JPC website. The aim of the WCC is to record these works so that a full geo-based map will be available and used as a timescale for future, regular, maintenance. The Clerk briefly referred to the wider flooding issue by advising all that a small number of much larger studies are presently in motion and that in time, these would be publicised and hopefully adopted to safeguard the settlement in years to come.

https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/08/CR-NO.-2024-127_high-street_gulleys_27_08_2024.pdf

M10.2.2

Cllr McCaskie made a presentation on the findings provided by a Consultant on the matter of the source of the flooding affecting some of the premise in Castle Close. This included geographical mapping and photos of the affected areas. When asked what may be done, he explained that he would get quotes for council approval for suitable hardcore to bring the ground by the drain back up to its original level and the footpath leading own to the flood area. Both have been eroded over the years due to footfall. He remarked that this was a first move in restoring the level back to their original natural level.

This matter will be updated on the website and at the next public meeting in early October
Cllr's McCaskie's presentation can be found by clicking on the link below:

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/09/castle-close-flooding-2.pdf>

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]



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M10.3

UNRESOLVED: Following a comprehensive presentation by members of the Tennis Club in Henley, a number of questions were raised by residents and members, which for the sake of these minutes, may be summarised as follows:

1. Do the residents of Beaudesert & Henley wish to invest the s.106 funds [WASPS] on such a facility?
2. More evidence of potential usage and accessibility.
3. More evidence of the expected income and how such income will be invested in other facilities on the site at the ARC.

The Chair thanked the members of the club for their presentation and asked that they return in October with more information for consideration by the Council and residents.

10.4

Town Works Schedule

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

M10.4

Dealt with under Item M9.2

11. Members Urgent Business Matters

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

M11.

There were no Members Matters raised. The meeting closed at 21.19 hours.

12. Next Meeting

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

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

Signed

Date.....