



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
MINUTES FOR ORDINARY JOINT PARISH COUNCIL MEETING
OCTOBER 7TH 2024

Here are the Minutes of the Ordinary Council Meeting of the Beaudesert and Henley in Arden JPC, which took place on Monday the 7th of October at 7.00pm in the Memorial Hall, Henley in Arden.

Present: Cllrs Andrews [Chair], Okey, Broadbent, Tomlinson, McCaskie and Norris.

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.

MAIN TOPICS:

Cllr McCaskie Proposes the Formation of an Allotment Association

Cllr McCaskie Proposes that A Review and Update of all JPC Policies be Undertaken

Cllr McCaskie Proposes that a Contract is Awarded for Urgent Tree Works in Riverlands [SD]

Cllr Andrews Proposes that the JPC Fund Urgent Drain Cleansing Initiative

Cllr Okey invites comments from residents about speed management in Henley

1. Apologies for Absence

M1.

Apologies were received and accepted from Cllrs Turner and Rouse

2. Declarations of Interest

M2

Cllrs Broadbent and Tomlinson expressed an interest in Item 9.5 of the Agenda

3. Acceptance of Minutes of the last Ordinary Meeting held on the 2nd of September 2024.

M3

It was RESOLVED that the Minutes of the meeting held on the 2nd of September, 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** The Chair will invite Cllrs Shenton and Rice to report to all assembled on matters of interest to residents

M5.

Cllrs Rice and Shenton gave a brief presentation based on their respective October reports which can be found on the JPC website.

5. **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].*



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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]
Fasthosts	16.74	13.95	Website hosting fees
Gary Power INV No. 13	400.00	400.00	Graffiti removed footbridge + general
Clear Councils	1,503.73	1,302.44	Renewal of insurance
Slack	67.20	56.00	Communication platform [Members]
RAB Consultants	420.00	350.00	Consultancy on Castle Close flooding
YourLocale INV No. 12	900.00	750.00	Retainer monthly fee
HMRC	641.33	641.33	Employee PAYE/NIC August
Fasthosts	2.88	2.40	Administration costs
Totals	4,011.83	3,566.08	

6. Creditors payments for consideration by Members

Creditor	Gross	Net	Provision
WS Gardens	1,440.00	1,200.00	Two cuts September three sites
Andy Loos	504.00	420.00	September hire charges [Contractual]
Gary Power INV No. 14	300.00	300.00	Graffiti cleaning Riverside Gardens
Shakespeare's England	663.60	553.00	Publicity campaign
Henley Focus	69.00	69.00	Single page newsletter
EH Smith	31.02	25.85	Riverlands bench upgrade
EH Smith	8.22	6.85	Riverlands bench upgrade
YourLocale INV No. 13	900.00	750.00	Retainer monthly fee
T Mousley & Sons	720.00	600.00	Littleworth resident fence ivy growth
T Mousley & Sons	576.00	480.00	Felling dead tree rear of Fieldhouse Close
Totals	5,211.84	4,404.70	

NB: Any payment requests received by the Clerk after publication of this agenda MAY be presented at the meeting for consideration.

7. Income received since last meeting

Debtor	Gross	Net	Provision
Napier Parking	1,508.47	1,508.47	Parking & Permit Fees [Sep]
Lloyds Deposit Account	83.46	83.46	Interest for September 24
Lloyds Reserve Account	58.04	58.04	Interest for September 24
Totals	1,649.97	1,649.97	



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8. Banking at 28.08.2024

Treasurers Account 30-98-26 00335801 £ 410.16	BUS BANK INSTANT 30-98-26 00336107 £ 158,083.46	BUS BANK INSTANT 30-99-50 87527768 £ 68,392.38
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M5, 6, 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

BUSINESS MATTERS

9.1

Cllr McCaskie Proposes the Formation of an Allotment Association

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/09/ALLOTMENT-ASSOCIATION.pdf>

M9.1

Please refer to the proposal tabled by Cllr McCaskie, link below, on which he undertook to speak with ploholders with a view to resurrecting the Allotment Association in time for the new season in 2025.

9.2

Cllr McCaskie Proposes that A Review and Update of all JPC Policies is Undertaken

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/09/JPC-POLICY-UPDATES.pdf>

M9.2

Please refer to the proposal tabled by Cllr McCaskie, link below, on which he advised that a number of ploies remain in arrears and that efforts will be made to update all documents as soon as possible. He referenced the Asset Reigister which will need to supported by a new audit to ensure that the JPC are fully aware of the town's assets and adequartlet covered for the loss under insurance cover. A walkabout will be the first step towards this goal.

EXPENDITURE

9.3

Cllr McCaskie Proposes that a Contract Award is Placed for Urgent Tree Works in Riverlands

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/09/TREE-CARE-PROGRAMME.pdf>

Supporting Documents

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/10/MOUSLEY-17-TREES.pdf>

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/10/Wheatley-17-tree-quote-1.pdf>

M9.3

Cllr McCaskie presented two offers made by tree specialists to meet the urgent tree works in Riverlands and the surrounds, recommending that the offer from T Mousley be accepted on both financial and locality merits. He asked that the Clerk ensure that all large debris be removed from the sites and further asked for assurance that tree number 1397 [Ash] not covered in these



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works, was indeed safe and did not need to be felled. The Clerk said he would revisit this site with Mr Mousley and report back at the next meeting.

RESOLVED: Members voted unanimously in favour of the award being made to R Mousley well within the maximum budget of £8,000.00.

Expenditure limited to **£8,000.000** [DR] [EA]

9.4

Cllr Andrews Proposes that the JPC Fund Drain Cleansing Initiative

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/10/Drain-proposal.pdf>

Expenditure limited to **£5,000.000** [DR] [EA]

M9.4

Cllr Andrews reiterated the JPC's desire to bring forward certain urgent drain cleansing projects, which were held up by lack of County resources, in tandem with camera works and repairs planned by the WCC Highways, running along the High Street. She confirmed that the JPC would fund this work to the tune of £5,000.00 possible using the infrastructure payments made by SDC during 2019-20. She was also very pleased to report that Cllr Ian Shenton would contribute a further £3,000.00 from his County Councillors' funding reserves.

The Clerk was asked to initiate a formal contract with WCC for the works to commence.

RESOLVED: Members voted unanimously in favour of the contract being placed with WCC not exceeding the maximum budget of £5,000.00.

9.5

Cllr Kevin Norris updates all on the status of the £50K s.106 [WASPS] funding and the potential for inviting proposals for investment in sports based opportunities for the benefit of the whole community.

M9.5

Cllr Norris said that he had visited the ARC over the weekend of the 5th and 6th of October and was generally disappointed by certain shortcomings on site which, if improved by more input from the HWM Trustees, may be made more attractive and likely to increase revenue for the stakeholders. Certain of his *aspartions* were challenged by Cllrs Broadbent and Tomlinson, both trustees, saying that the site was used more frequently than as described by Cllr Norris. No decisions were listed following this debate and further meetings between the JPC and HWMT are planned.

9.6

Cllr Okey updates all on preparatory work being conducted on speed enforcement for Henley.

M9.5

In essence, Cllr Okey prompted the assembly to provide guidance on two possible scenarios for traffic calming on Henley High Street; each carrying a price tag for the ratepayers to meet. The first, Vehicle Activated Sensors [VAS] sited on the A3400, and secondly, active/average speed cameras, giving rough estimates of cost for both systems. A resident suggested that the JPC press WCC for surface mounted 'repeaters' on the A3400 at timely intervals to remind drivers what speed they should be maintaining. No decision was reached and further research into this and any other constraints would be ongoing.

10. Planning Applications

The following planning applications will be considered by the JPC:



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Application Reference	Site	Nature of Works	Outcome
24/02216/VARY	24 High Street B95 5AN	Variation of Conditions	SUPPORT
24/02285/VLBC	24 High Street B95 5AN	Variation of Conditions	SUPPORT
24/02379/FUL	239 High Street B95 5BG	New timber windows	NO OBJECTION
24/02380/LBC	239 High Street B95 5BG	New Timber windows	NO OBJECTION
24/02246/TPO	7 Ashbury Court B95 5AF	T2 Ash Remove	NO OBJECTION
24/02377/TREE	Riverlands [JPC Land]	Multiple urgent tree works	NO OBJECTION

Late applications for tree works at the Mount, 198 High Street, 24/02233/TREE and 114 High Street, 24/02536/TREE, will be posted as NO OBJECTION from the JPC Planning Committee.

M10

RESOLVED: All planning applications listed above were supported unanimously by the Planning Committee.

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 requests received.

12. Next Meeting[s]

Ordinary: Monday **November 4th, 2024** - Memorial Hall at 7.00pm.

JPC NDP2 Advisory Panel Meeting: Monday **14th October 2024** – 7.00pm Henley Memorial Hall

Signed

Date.....