



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
MINUTES FOR ORDINARY JOINT PARISH COUNCIL MEETING
NOVEMBER 4TH 2024

Here are the Minutes of the Ordinary Council Meeting of the Beaudesert and Henley in Arden JPC, which took place on Monday the 4th of November at 7.00pm in the Memorial Hall, Henley in Arden.

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

In Attendance: There were 16 members of the public in attendance.

CLERK'S NOTES

Planning Committee will consider applications listed herein. Outcomes of these applications can be viewed on the **Stratford on Avon Planning Portal** click on - <https://apps.stratford.gov.uk/eplanning/>

MAIN TOPICS:

- A. A Presentation by Sarah Brooke-Taylor WRCC Rural Housing Enabler on the subject of social and affordable houses in Henley.**
- B. Cllr McCaskie Proposes that the JPC engage a contractor for general footpath/hedgerow works and a updated tree survey. See his proposal on the website.**

The Chair invited members of the public to raise any subject that was not listed on the agenda.

- 1. Apologies for Absence

M1.

Apologies were received and accepted from Cllrs Turner and Okey

- 2. Declarations of Interest

M2.

No declarations were received.

- 3. Acceptance of Minutes of the last Ordinary Meeting held on the 7th of October 2024.

M3.

It was RESOLVED that the Minutes of the meeting held on the 7th of October, 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. A presentation by Sarah Brooke-Taylor – Social and Affordable Houses in Henley

M4.

Ms. Sarah Brooke-Taylor introduced herself to the assembly, explaining that her role involved engaging with local communities to assess and update their housing needs through surveys. For Henley, the most recent survey was published in January 2020, which will mean a five-year lapse by January of next year.

Ms. Brooke-Taylor also noted that Henley is currently updating its Neighbourhood Development Plan (NDP), and that a new housing needs survey will be conducted alongside this update. She provided all Councillors with explanatory notes, which are also available on the website.

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



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M5.

Apologies had been received from Cllr Rice, noted by the Clerk.

WCC Cllr Ian Shenton outlined the points contained in his monthly report which can be found on the website. He introduced the assembly to Ms. India Tibbs, prospective Conservative candidate for the County elections in May 2025.

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]
Fasthosts	16.74	13.95	Website hosting fees
A Beauchamp	180.00	180.00	Piper for Remembrance Day
Bowls Club	500.00	500.00	Mini Grants repairs to clubhouse
Friends of Henley Station	36.00	36.00	Hire of space for JPC meeting
Gary Power	400.00	400.00	Station Road hedgerows and Graffiti
Fasthosts	2.88	2.40	Administration costs
NDP2 Expenses	50.00	50.00	AECOM visit to Henley
Moore	504.00	420.00	Fess for External Audit [AGAR]
JP Vale	300.00	250.00	Lat invoices for Littleworth and Croft CP
Slack	70.56	58.80	Comms platform for members
	2,120.13	1,961.11	

6. Creditors payments for consideration by Members

Creditor	Gross	Net	Provision
WS Gardens	1,440.00	1,200.00	Two cuts October - three sites
Andy Loos	504.00	420.00	October hire charges [Contractual]
Gary Power INV No. 16	200.00	200.00	Grit bins, footbridge, bus shelters [1 day]
Gary Power INV NO. 17	100.00	100.00	Bear Lane bushes, shelter graffiti [0.5 day]
HTDL	542.40	452.00	Domain hosting charges
Henley Focus	450.00	450.00	November News Letter
EH Smith	40.00	48.00	Rock salt for Croft Car park
Your Locale INV No. 14	900.00	750.00	Retainer monthly fee [NDP2]
T Mousley & Sons	1,548.00	1,290.00	Trees adjacent to 28 Riverside Gardens
T Mousley & Sons	390.00	325.00	Riverside Gardens Willow & Cherry works
Edge IT	492.00	410.00	Annual hosting charges
Totals	6,506.40	5,545.00	



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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	985.54	985.54	Parking & Permit Fees [Oct]
Lloyds Deposit Account	118.09	118.09	Interest for October 24
Lloyds Reserve Account	56.21	56.21	Interest for October 24
Totals	1,159.84	1,159.84	

8. Banking at 30.10.2024

Treasurers Account 30-98-26 00335801 £ 207.14	BUS BANK INSTANT 30-98-26 00336107 £ 152,118.09	BUS BANK INSTANT 30-99-50 87527768 £ 68,448.59
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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

9.1 CHAIR'S REPORT

9.1.1

M9.1.1

The Chair updated all on the arrangements for Remembrance Day Service at St Johns Church and a limited procession from St Nicholas Churchyard [Church Hall] along Beaundesert Lane. She asked for councillors to volunteer their services as Marshals to cover the route of the procession along Beaundesert Lane, Cllrs Rouse and Tomlinson stepped up.

M9.1.2

The Chair advised all that filled sandbags [15kg] were now available for collection from Henley Station

9.1.3

The Chair thanked residents for sending in their applications for the 2025 grant awards. She reiterated that all applications needed to be in by the 11th and that adjudication would commence thereafter.

9.1.4

The Chair advised that advertising had been put in place detailing the role for a new Parish Clerk. The closing date for this post is the 14th of November 2024.

EXPENDITURE

M9.1.5 [Proposal posted on JPC Website]

M9.1.5.1



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Cllr McCaskie Proposed that the JPC engage a contractor to footpath leaf clearance and hedgerow pruning etc., in the three parks and other selected areas of Henley. A quotation from HortiHenley formed the basis for this urgent work is posted on the website.

RESOLVED it was unanimously agreed by all that such work, not to exceed **£2,500.00** should be put in hand. The Clerk was asked to raise a Purchase Order and add a caveat that additional work around town may also be requested if appropriate.

M9.1.5.2

Cllr McCaskie also proposed that the survey of the trees in JPC ownership, the subject of a quotation from Mark Chester who conducted the first appraisal for urgent works should be commissioned at a cost not exceeding **£1,000.00**.

RESOLVED the Clerk was asked to raise a Purchase Order to cover these works.

Supporting Documents

www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/10/CLLR-MCCASKIE.pdf

www.henley-in-arden-pc.gov.uk/wp-content/uploads/2024/10/Quote-JPC-Footpaths_Ongoing-Maintenance-2024.pdf

10. Planning Applications

The following planning applications will be considered by the JPC:

Application Reference	Site	Nature of Works	Outcome [M10.]
24/02607/TREE	25 Yew Tree Gardens B95 5HP	Yew removal	NO OBJECTION
24/02385/TPO	25 Yew Tree Gardens B95 5HP	Ash reduce crown [TPO]	NO OBJECTION
24/02597/FUL	Arden House Public Open Space	Landscaping project	NO OBJECTION

11. Members Urgent Business Matters

M11.

No other business was debated

12. Next Meeting

M12.

Ordinary: Monday December 2nd, 2024 - Memorial Hall at 7.00pm.

Signed

Date.....