



**BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL  
MINUTES FOR ANNUAL PARISH COUNCIL MEETING (APCM)  
12 MAY 2025**

**Here are the Minutes of the Annual Parish Council Meeting of Beaudesert and Henley in Arden JPC, which took place on 12 May at 7.00pm in the Memorial Hall, Henley in Arden.**

**Present:** Cllrs Andrews [Chair], Okey, McCaskie, Tomlinson, Norris, Broadbent (acting Proper Officer)

**In Attendance:** There were 8 members of the public in attendance.

**The Chair proposed that Cllr Broadbent acted as Proper Officer in the absence of the Clerk.**

**Election of Chair**

Cllr Andrews nominated Cllr Okey as Chair, seconded by Cllr McCaskie, this was accepted unanimously

The new Chair thanked Cllr Andrews for her splendid work during her role as Chair.

The Chair nominated Cllr Andrews to be the Vice Chair, seconded by Cllr McCaskie, agreed unanimously by the Council.

**Public Session:** Open Forum to provide an opportunity for members of the public to raise questions and to comment on any other items that are on the current agenda.

Ian Ford, thanked Cllr Andrews for her contribution during her role as Chair and thanked the JPC for its work in getting the refuse bin installed at the layby north of Henley.

Cllr Andrews stated that both Cllrs Woods and Turner had both resigned as Councillors and their details had been removed from the JPC Website.

The Chair asked the Public to consider becoming Parish Councillors as the JPC were grossly under-staffed.

1	<b>Apologies for absence</b>  Cllrs Rouse and the Clerk due to holidays
2	<b>Declarations of Interest</b> <i>Councillors are reminded that their actions must always be in the public interest. They must avoid giving any person an improper advantage or disadvantage, and they should not seek financial or other material benefits for themselves, their family, friends, or close associates.</i>  There were no declarations of interest.
3	<b>Acceptance of minutes</b> of the last Ordinary Meeting held 03.03.25 and the Annual Parish Council meeting held 13 May 2024.  This motion was proposed by the Chair and carried unanimously by all those present at the meeting. It was <b>RESOLVED</b> that the minutes of the meetings held on 22 April and also those of the APCM held on 13 May 2024, were confirmed as a true record and signed by the Chair.
4	<b>District and County Reports</b>  None, both Councillors being on holiday.

**SD** = Supporting Document **DR** = Decision Required **EA** = Expenditure Action  
**CF** = Carried Forward



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5	<b>Councillors' proposals and notes to Council – to be proposed, seconded and voted on</b> <b>Matters concerning expenditure/income</b>
5.1	<b>Mole Control</b>  The Chair proposed that Midland Mole Control be re-hired to counter the Mole infestation at Riverlands. Same terms as previously ie. £65.00 trap setting fee £5.00 per mole caught. Seconded by Cllr McCaskie and carried Unanimously.
6	<b>Councillors' proposals and notes to Council – to be proposed, seconded and voted on</b> <b>Business matters – updates only – no financial decisions listed</b>
6.1	<b>Standing Orders and Financial Regulations</b>  The Chair proposed that the Standing Orders and Financial Regulations be deferred till next meeting where the Clerk will be in attendance. <b>[CF]</b>
6.2	<b>Council Meeting Dates 2026</b>  The Chair proposed that the dates in 2026 issued by the Clerk be accepted by the Council Seconded by Cllr McCaskie, carried unanimously.
6.3	<b>JPC Working Parties</b>  The Chair stated that Working Parties have been established, with Portfolio Holders, for all the responsibilities of the JPC. These can be seen on the Website.
6.4	<b>Allotments Association</b>  An Allotments Association has been established. Cllr McCaskie is to formalise the system of leasing and payments.  The JPC would like to formally express its gratitude to Nick Haycock for his invaluable support and guidance to the previous Clerk over the past few years, particularly in matters related to the allotments. His assistance has been greatly valued and the JPC would welcome his continued involvement in the new Allotment Association.
6.5	<b>Grass Cutting</b>  The JPC is currently without a Grass Cutting contract to maintain the areas of grassland within its responsibility. Four quotes were sought and two were received to carry out this work. A decision will be made soon to award the Contract to the most suitable Company. Cllr McCaskie to contact SDC regarding the areas that are their responsibility.
6.7	<b>NDP</b>  Cllr Andrews stated that all groups involved in the NDP were to get their reports to Gary Kirk by the end of this month
7	<b>Members Urgent Business Matters</b>



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	The Chair requested that all Clubs, Groups & Associations urgently reply to the JPC's invitation to attend the Annual Parish Council meeting next Monday, to encourage new Members to their organisations.
8	<b>Next Meeting</b>  Annual Parish Assembly Monday 19 May 2025 at the Memorial Hall 6:00pm  The next Annual Parish Council Meeting (APCM), will be held on 5 May 2026 at the Memorial Hall at 7:00pm

Signed .....

Date.....

DRAFT