



The Beaudesert & Henley-in-Arden Joint Parish Council

Working for the Benefit of the Residents of Henley-in-Arden

Clerk : Gill Bailey email : clerk@henley-in-arden-pc.gov.uk

Tel: 01564 795499 or 01926 814491

IF ANYONE WOULD LIKE A HARD COPY OF THE AGENDA OR MINUTES FOLLOWING THE JPC MEETING AND DOESN'T HAVE ACCESS TO A COMPUTER, PLEASE CONTACT THE CLERK ON 01926 814491 TO REQUEST A COPY.

I HEREBY GIVE NOTICE that an Ordinary Parish Council Meeting of Beaudesert and Henley-in-Arden Joint Parish Council will take place on Monday, 30th September 2019 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.

G.A. Peacock

Signed:
Gill Peacock
Parish Clerk and RFO

Dated: 19th September 2019

Photographing, reporting, recording, filming or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting.
The Chairman requests all mobile phones are switched to silent mode.

Public Participation Session

Chairman to advise members of the public that issues raised in the previous debate on 16th September are now contained under Item 12 on the Agenda.

Members of the public are invited to give their views on items on this agenda including planning applications, or raise issues for future consideration at the discretion of the Chairman. No decisions will be made in this part of the meeting. The Public Participation Session is a general forum for open discussion after which members of the public will have no further opportunity to speak unless invited to do so by the Chairman.

Pause for a few minutes to allow members of the public to leave the meeting if they wish to do so.

- 1 Apologies for absence and acceptance of apologies**
- 2 Declarations of Interest and Dispensations**
The Council will receive disclosures of personal and prejudicial interests from Members on matters to be considered at the meeting. The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of the meeting that has not been disclosed under this item, the member must immediately disclose it. Members may remain in the meeting and take part fully in discussions and voting unless the interest is prejudicial. Dispensations received in writing to the clerk, or verbally at the meeting will be considered.
- 3 To receive Councillor Valerie Hubbocks Declaration of Acceptance of Office**
- 4 Reports from County Councillor and District Councillor.**
- 5 Minutes of the ordinary meeting held on 15th July 2019 to be approved and signed.**
- 6 Matters arising from the minutes of previous meetings and not on the agenda.**
- 7 Report by the Parish Clerk – Gill Peacock**
- 8 To note the Council's responses to planning applications & note minutes of JPC Planning Sub-Committee**

| Application no. | Proposal | Address | Submitted by | Comments due by |
|-----------------|----------|---------|--------------|-----------------|
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|---------------------|---|--|---|-------------------|
| 19/01589/FUL | New dormer to rear of existing roof & associated works | 214 Warwick Road, Henley | Mr M Woods | 01.10.2019 |
| 19/02488/FUL | First Floor Side Extension over single storey side extension. | 19 Glenhurst Road, Henley | Ms H Laming | 02.10.2019 |
| 19/02404/FUL | Single Storey extension to rear & side | 9 Mount Road, Henley | Mr Barron | 04.10.2019 |
| 19/02340/FUL | Retrospective application to retain awning/canopy | The Butchers Social, 97 High Street, Henley | Mr M Bullard & R Hertinshall | 07.10.2019 |

- **To approve the addition of Cllr Peter Cornford on to the JPC Planning Sub-Committee.**

9. Finance Sub-Committee

- **To note the Schedule of recent Payments and Bank Balances** (*previously circulated*)

10. To discuss requesting WRCC to carry out an up to date Housing Needs Survey - Update

11. Maintenance & Emergency Planning Working Party

12. To propose proceeding with the purchase of The Croft Car Park & the Clerk to sign the lease.

- **To request SDC to hold the lease on the Prince Harry Road Car Park in abeyance.**
- **To hold in abeyance any proposed agreements with LPS.**

13. To discuss all the JPC Working Parties are dismantled and amalgamated into a new Sub-Committee comprising of all Cllrs, headed Town Welfare. The responsibilities of the Sub-Committee to include Allotments, Parking and Traffic, Maintenance & Emergency Planning, Children's Facilities, Tourism and Grants.

- **To propose that a Cllr steps forward to Chair the new Sub-Committee and that the Cllr calls for, and appoints, representatives from the JPC, to act as specialists in each category to advise, carry out research and report back to the full JPC.**

14. Children's Facilities Working Party Report

15. Tourism Working Party Report

16. To discuss whether the JPC can promote a voluntary group to redevelop the Henley Railway Station buildings.

17. To discuss and approve the following policies :

- **JPC Risk Assessment, Social Media & Media Policy, Model Publication Scheme, Complaints Procedure, Equality Policy, Filming & Recording of Meetings Protocol, Members Code of Conduct, Record Retention & Disposal Policy, Community Engagement Policy, Data Protection Policy, JPC Councillor Device Policy, JPC Privacy Notice**

18. To discuss the production of the JPC Annual Report & Accounts.

19. To note progress of the NDP – Update.

20. To discuss Cllrs creating their own JPC email addresses.

21. Reports from Councillors – exchange of information only.

22. Items for private session

Under Section 1, Sub Section, 2 of the Public Bodies (Admission to Meetings) Act 1960 and in view of the confidential nature of the business about to be transacted, it was felt advisable in the public interest, if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information that the public be temporarily excluded and they are instructed to withdraw. There needs to be a resolution at the meeting for items to be discussed in private session.