

# REPORT & ACCOUNTS 2019



## BEAUDESERT & HENLEY JOINT PARISH COUNCIL



In May of this year, a new Joint Parish Council was elected, and we, the new body of Councillors, thank the previous group for their hard work in facilitating our residents needs during the previous four years. We took office in the most turbulent period in British politics! Similarly, there were outstanding matters in our own town, public car parks being the most prominent, which needed to be resolved. We are now reaching an amicable solution to this rather contentious issue and a statement will be forthcoming putting an end to this rather protracted issue.

In early summer, the JPC were advised that Warwickshire Colleges Group, had agreed the sale of their site at the south of the town, with WASPS Rugby, who plan to update the facility as a cutting edge training facility for their world class players. The aspirations exhibited by the WASPS in *reaching out to the community*, regrettably, do not include allowing any part of the site to be accessed by the community. You will all be aware that opposition to their plans by large numbers of our residents, has grown significantly. The JPC, prompted by a new group [HSCA] representing the users of the sports facility, have lodged a community nomination requesting that the site be included in the 'List of Assets of Community Value' [ACV] as defined by Part 5 of the Localism Act 2011. We await further developments and hope sincerely that we will be given a fair hearing on the matter. If the sale of the site proceeds with WASPS, the JPC will be at the forefront of any scheme which may provide adequate alternatives for the community who will lose the benefits provided by the original sports venue. The medium-long term aim must be to create our very own comprehensive and independent facility within the boundaries of Henley.

The JPC have given their full support to our local traders who have taken the initiative to improve footfall on our High Street, a new town guide is planned for 2020, pinpointing the merits of our town commercially, socially and historically. We have also given support to local amenities as can be seen from the balance sheets contained in this document. In June this year, we launched a new JPC website which is informative and easily accessible to residents, and now receives over three thousand, five hundred visits per month. We now look forward to a new year, albeit uncertain in terms of stability, which makes it imperative that you have a strong and forthright JPC to guide and protect our townsfolk and assets during 2020.

Finally, as a householder, you will have by now received a letter and form from the JPC, asking for you all to take part in a **Housing Needs Survey**. This may appear both daunting and intrusive but it is being conducted with utter and complete confidentiality and no personal and individual information will be in the public domain. We need your views and opinions to help provide us with an insight into the housing needs of our community both now, and to help us plan our housing needs for the future.

# A REPORT FROM THE PARISH CLERK

GILL PEACOCK PARISH CLERK & RESPONSIBLE OFFICER

## Annual Report - The Clerk & R.F.O.

### Beaudesert & Henley-in-Arden Joint Parish Council

In many ways, it has been another routine year, although as many of you know, it has been quite a challenging year, in some respects!!

The JPC has received a steady flow of planning applications throughout the year which continues to play a large part in what the JPC does and they consider each application on its own merits. The JPC recognises how important planning is to the community and they meet on alternate fortnights and is geared very much towards when an application has been received. The JPC responses to various planning applications can be seen via the JPC minutes and the SDC Planning Portal <https://www.stratford.gov.uk/planning-regeneration/weekly-lists-of-planning-applications.cfm>

Grant applications were invited from social organisations in Beaudesert & Henley in Arden and the JPC Grants Working Party evaluated each request and made their recommendations in the JPC March meeting.

Tenders were invited for the grass mowing and maintenance contract for 2019 and 2020 and adverts were placed in the Stratford Herald, Henley Focus and on the JPC web site. Jon Vale was the successful tenderer and he continues to carry out his work in Beaudesert & Henley, quietly and efficiently, always making the area look more pleasing. Thanks go to him for all his hard work throughout the year.

We also invited a new member on to the JPC during the year – Marijana Bainbridge - she was warmly welcomed and has made an invaluable contribution since joining the JPC.

The Beaudesert & Henley in Arden Annual Assemblies were held on 9th April and speakers representing the various organisations in the area presented their reports.

The Annual Parish Council Meeting was held on 13th May 2019, following the May Elections. The JPC welcomed a new Chairman, Cllr Ray Evans, elected at the first meeting of the new group, and many thanks go to the past Chairman, Peter Crathorne, for all his hard work and support throughout his term.

The Annual Accounts for Beaudesert & Henley in Arden were submitted to the External Auditors, PKF Littlejohn LLP, which included the Annual Account Statement, the Balance Sheet, Reconciliation Statements for both the Treasurers and Business Accounts and an Income v Expenditure and a Budget vs. Actual Statement. Copies are included in this publication and on the JPC web site. The JPC also re-appointed the same Internal Auditor as in previous years, who conducted his audit at various intervals throughout the financial year. Our thanks go to him for all his hard work.

As many of you are aware, The JPC decided to approve the purchase of the Croft Car Park at their meeting in September and to hold the lease of the Medical Centre Car Park (Prince Harry Road) in abeyance. We will keep you updated on progress.

Finally, as some people know, I took the hard decision to resign as Clerk and RFO for the JPC, from the end of the year. I would like to thank all parishioners and members of the public who have helped to make my job so enjoyable over the last four years.

I wish you all every success and happiness in the future!

Gill Peacock - Parish Clerk

# A REPORT FROM THE MAINTENANCE & EMERGENCY PLANNING WORKING PARTY

The group has been working very hard since the new Council was elected in May 2019 both with Council's sub-contractors as well as outside contractors. The group also works with local authorities, Stratford District and Warwickshire County Council on the services they supply and have regular meetings with Officers from both authorities.

The group have divided a map of the town into four sections, North, East, West and South, so each Councillor can inspect them for problems, the community can report problems directly to the Parish Clerk or any Committee.

The group meet with members of the community every Monday at 4.00 o'clock at Costa where they can raise any problems they find.

The Working Party consists of Cllrs, Roger & Val Hubbocks, Jem Jones, and Marijana Bainbridge. The tree survey covering those that in JPC ownership are under review along with emergency plans such as flooding. Members of the WP regularly check levels and any debris that needs removing in the River alne.

Cllr Roger Hubbocks

## TIMETABLE CAR PARKING & TRAFFIC

BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL



CAR PARKS – TIMETABLE ISSUE II 18.11.2019

This timetable will be presented under Item 12 on the agenda at the JPCO Meeting on the 18<sup>th</sup> of November 2019

Item	Details	Outcome
Croft Car Park [ITEM 1.]	The purchase of the car park from the seller, Wainhomes.	Car park now owned by JPC. Meanwhile managed by JPC and free parking until further notice.
Croft Car Park [ITEM 2.]	JPC requested Mr Peter Lowe to provide an independent assessment and business model for the running of the car park by a dedicated parking management company.	Draft report received from Peter Lowe for consideration by JPC.
Prince Harry Car Park [ITEM 3.]	JPC are meeting with SDC, to formally advise them that the JPC require a delay in the acquisition of the car park, allowing adequate time to set up the Croft, where more urgent action was required. JPC will then go through the same process with this car park as with the Croft. It is noted that this car park will need particular attention paid to vehicles visiting the Medical Centre, adequate provision will be employed for this purpose.	Adoption or otherwise to be considered in early 2020. Meanwhile car park managed by SDC and free parking until further notice.
Croft Car Park [ITEM 4.]	Tenders will be invited from car park management companies with an outstanding track record managing similar projects. Offers will be based on the business model provided by Mr Lowe. The selection process will be posted within future issues of this timetable document.	Invitations for tenders awaiting outcome of ITEM 1.

TRAFFIC MANAGEMENT IN HENLEY JPC MEETING WITH WARWICKSHIRE POLICE, WCC & SDC - NOVEMBER 2019

### PARKING MANAGEMENT ON HIGH STREET

Initiated by the JPC and Warwickshire Police; the Chair and Clerk of the JPC met with representatives of the police, WCC and SDC, in order to investigate possible solutions in preventing further road accidents outside the Co-op and One Stop stores. Several potential ideas were tabled and discussed, amongst them, the construction of road build-outs, coupled with zig-zag restrictive road markings, high visibility warning signs and loading/unloading restriction notices. Notes from the meeting will be tabled at the next JPC Meeting and if they meet with the Council's criteria in solving this ongoing problem, a motion to obtain a WCC Feasibility Report, will be proposed.

### STATION ROAD

The JPC raised the subject of increased parking on Station Road, due to WMR charges for using the station car park. WCC stated that provision of double yellow lines along the section of road adjacent to the station car park, will be addressed as part of their 2020 financial year appraisal. No estimate of timescales were forthcoming for the work to be carried out. The JPC will continue to update residents as progress and events occur. The JPC and SDC will approach West Midland Railways, questioning whether the reduced occupancy on the car park is actually returning worthwhile revenue, or would be, in the medium and longer term. Further reports will follow.

# A REPORT FROM THE FINANCE SUB-COMMITTEE

The Finance Committee was formed in May 2019 after the election and meets monthly ahead of Full Council meetings. The purpose of the committee is to discuss matters of finance although no delegated powers are given to the committee. The committee passes their recommendations to the Full Council.

Over the last 6 months, the Finance Committee has updated the Asset and Risk Register, discussed the cost of setting up and running the new JPC website - [www.henley-in-arden-pc.gov.uk](http://www.henley-in-arden-pc.gov.uk) and ensured there are sufficient signatories on the bank account.

They have also recommended a number of financial commitments, including giving Henley Rubbish Friends a donation to purchase the necessary litter-picking equipment for the town, purchasing new grit bins, giving a donation to enable U-Bus to continue to operate for users of the service in Henley, purchasing a new tank and standpipe for the Allotments and purchasing the equipment for the Community Pay-Back Team to ensure the churchyard is kept tidy and maintained.

They are currently working towards securing a new Finance package, called Advantedge, which is specially designed for Parish Council finances which should prove to be more efficient than the current Quick Books system.

# A REPORT FROM THE PLANNING SUB-COMMITTEE

During 2019, the Planning Sub-Committee of the JPC was formed which included Sally Harfield, Peter Cornford, Marijana Bainbridge, Les Goodman, Roger Hubbocks & Ray Evans with David Tomlinson (Chartered Surveyor) being co-opted to provide expert opinion and myself. Unfortunately, we lost Les Goodman on his passing and Peter Cornford on his resignation as a JPC Councillor, their experience and knowledge of the Parishes being greatly missed.

We considered 19 applications in Beaudesert and 70 applications in Henley in Arden

We have been involved in a number of Committee meeting at SDC and made applications to Appeal hearings to argue the case for applications involving Henley and have answered many Henley resident's concerns of building applications adjacent to their own properties.

Residents are welcome at the regular JPC meetings, held fortnightly, either in the Heritage Centre or at the regular JPC meetings in the Memorial Hall, to register any concerns or issues regarding planning, alternatively they can contact the Parish Clerk directly by e-mail or Telephone.

Cllr David Broadbent

# A REPORT FROM THE CHILDREN'S FACILITIES WORKING PARTY

The Children's Facilities Working Party was set up about 5 years ago by the previous JPC. It is made up of Parish Councillors and residents. The remit of the Working Party is to improve children's facilities within Henley, with a main focus being on renovating the park at Riverlands.

As the project needed fresh ideas, recommendations were asked for through social media by parents that used local parks. These parks (Bidford, Barford, Broadway, Norton Lindsay, Great Alne, Wilmcote, Aston Cantlow and Bearley) were then visited by a number of councillors and residents between October and December 2018 to see what was available locally. On the back of that research, members of the working party had a clearer idea of the facilities that could be provided in Henley and set about contacting companies to come out to visit Riverlands to give quotes. This included spending some of the funds on adding outdoor gym equipment alongside the play equipment.

The following 6 months have been spent getting quotes for this area of town and the JPC are now in receipt of 4 quotes, with estimated costs of between £60,000 - £80,000. The JPC, in partnership with the play equipment companies, believe that this project could be completed in phases to enable money to be budgeted accordingly or funds raised within the town. The smart approach would be to add onto the current facilities with equipment for 'junior' children then re-do the current space in the not-to-distant future.

In recent months, the JPC has been contacted by a Sports & Play Consulting business to write the tender, manage & oversee the Riverlands Play Area project, which will be discussed in November 2019, as a way to get the project started.

Cllr Elaine Fields

# A REPORT FROM THE TOURISM WORKING PARTY

The Tourism Working Party was set up in November 2018 and is made up of Parish Councillors, residents, businesses and representatives of local organisations. The remit of the Working Party is to improve Tourism into Henley. The JPC agreed to put £1000 of their budget into this Working Party to support any work that needed to take place.

At the first meeting, discussions took place about a variety of events that could be attractive to bringing people into the town and these monthly events have begun to be compiled alongside organisations within the town that could support/organise the events. A wall calendar was purchased and erected in the library for local organisations to advertise their events and ensure events were not placed on the same date.

The three extra events that were added as a result this year were 'Hidden Gardens of Henley' on Sunday 16<sup>th</sup> June 2019, 'Heritage Open Day', where the Heritage Centre and The Guild Hall were part of a national festival to open to the public on Saturday 21<sup>st</sup> and Sunday 22<sup>nd</sup> September 2019 and a Book Fair for self-published authors on Sunday 17<sup>th</sup> November 2019

One of the main areas that has needed discussion and development has been a website for the town as the current town website is in need of a major overhaul. This is still a work in progress and will continue to be developed alongside a 'Henley Events' Face Book Page.

Another area of interest for the Working Party has been the possible adoption, renovation and restoration of Henley Train Station. This is key to Tourism for the town and several meetings have taken place between the JPC and various groups involved with the train station, including Shakespeare Line and West Midlands Railway. There is now a dedicated group of people focused on adopting the train station and potentially reviving it to its former glory, albeit in the early stages of development.

Cllr Elaine Fields

# A REPORT FROM THE ALLOTMENTS WORKING PARTY

After being elected in May 2019 the new council voted for me to look after the allotments. On my first visit there with the Chairman of the Association, we inspected the whole site, both north and south side which we found to be in good condition and well used, most plots are rented out and there are plenty on the waitinglist.

The tenants informed me of the difficulty of the distance they have had to carry water to their plots from the water supply from troughs at both sides especially in the summer months when it is hot and dry, after using all of the rain water stored in the water butts and the main tanks on both sides during the winter months.

With the full support of the council we are managing to put three stand pipes one in the middle by the water trough one at the top end of the site and one at the bottom end of both north and south sides.

This will make it much easier for the tenants and less distance for them to get access to water.

There is always maintenance ongoing with over hanging trees plus damaged fences/gates and missing locks - its all added expense to the council.

Again we are always looking to find easier access to be able to accommodate people with disabilities along with supplying a couple of raised beds for their use.

My thanks go to the Chairman of the allotments association, Mr Nick Haycock, for keeping an eye on the allotments and his help in keeping them tidy and being a representative between the allotment association, the council and of course, in helping myself.

Cllr Roger Hubbocks

# INCOME & EXPENDITURE

APRIL 2018 - MARCH 2019

## Income

Allotment Rentals	702.00
Bank Interest Earned	37.78
Precept	115,295.51

**Total Income** **116,035.29**

## Outgoings

Allotments	589.89
Audit Fees	400.00
CCTV	1,926.00
Church Clock	312.00
Press Communications	1,277.74
Computer & Internet Expenses	776.80
Data Protection	35.00
Storage Rental Costs [Sandbags etc]	502.32
Grants Paid	15,000.00
Mini Grants	3,450.00
Insurances	2,088.64
Internet & Phone	23.33
Town Maintenance	14,699.40
Tree Maintenance	1,185.00
Neighbourhood Planning	749.10
Office Rent	900.00
Wages	26,216.55
Payroll Processing	84.00
Pensions - Employee	1,023.54
Pensions - Employer	1,227.66
Playgrounds	817.30
Playground Inspections	462.00
Venue Hire	196.00
Stationery, Printing & Postage	585.86
Catering	313.47
Subscriptions	968.00
Sundries	143.46
Town Enhancement	10,288.97
Town Events	150.00
Training	380.00
Travel & Meeting Expenses	1,494.29
Voluntary Organisations Support	35,000.00
WW1 Commemoration Grant	6,164.00
	<b>129,430.32</b>

Net Surplus/Deficit **-13,395.03**

# BALANCE SHEET SUMMARY

## APRIL 2018 - MARCH 2019

<b>Tangible Assets</b>	<b>5,478.26</b>
<b>Cash at Bank and in hand</b>	<b>51,703.40</b>
<b>Net Current Assets</b>	<b>51,703.40</b>
<b>Trade Creditors</b>	<b>1,199.71</b>
<b>Current Liabilities</b>	<b>-5,293.28</b>
<b>Total Creditors</b>	<b>-4,093.57</b>
<b>Net Current Assets</b>	<b>55,796.97</b>
<b>Total Net Assets</b>	<b>61,275.23</b>



### NEWS AS WE GO TO PRINT!

The JPC are most pleased to announce the co-opting of three new Councillors, namely Kate Easton, Angela Okey and Tina Woods, following the earlier resignations announced on the website. We hope that our new Councillors will be active in supporting the JPC to take the correct decisions in the welfare and upkeep of the joint parishes during the coming years. The appointment of a new Parish Clerk will be announced on our website shortly.

If you require any further information about any aspect of this report, please contact the Parish Clerk.