

BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL



MINUTES – ORDINARY MEETING JPC

The following are the minutes for the Ordinary Parish Council meeting, using Zoom technology, on **Monday the 17th of August 2020**, at 7.00pm.

Covid-19 Restrictions

Due to ongoing restrictions created by HM Government in response to the Covid-19 pandemic, the public are invited to join in the proceedings using zoom interactive conferencing, simply by contacting the Clerk by email – clerk@henley-in-arden-pc.gov.uk - telephone - **01564 637 607** - or in writing at **179 High Street**. Full minutes of all meetings will be published on the JPC website.

NB: If HM Gov restrictions ease sufficiently, this meeting may be reconvened as a public meeting at a venue to be selected which will meet SD policies.

SUPPORTING DOCUMENTS

This meeting is supported by documentation which should be read in conjunction with the items listed on this agenda – available on the website for download or by request to the Clerk –

clerk@henley-in-arden-pc.gov.uk

FILE REFERENCE CLERKS REPORT NO. 2020-024

Present:

JPC -

Chair, Cllr E Field, Cllrs Okey, S Harfield, V Hubbocks, D Broadbent, T Woods, K Easton, J Kingsnorth, J Jones, and M Bainbridge.

NDP Steering Group -

D Jackson, R Rumbles, J Latham, D Tomlinson, and A Dale.

There were sixteen members of the public present.

Public Session

The meeting commenced with the Chair addressing the assembled residents, her statement notes follow:-

On behalf of the JPC, I would like to welcome all residents that have joined us this evening. These are strange times and conducting meetings on ZOOM is not always easy, but it's what our current climate dictates. Before I speak, there are a few housekeeping details that I need to bring to your attention:

- 1. If all participants, except Councillors, could mute themselves, this should help alleviate any background noise and we can listen to one another talk with no interruption.*
- 2. If you wish to talk when I open the Public Participation session, please raise your Zoom hand. For those of you unfamiliar with how to do this, please click on participants at the bottom of your screen. This will then reveal a list of participants in the meeting down the right-hand side of the screen. At the bottom, there is a button that says RAISE HAND. If you click this, a blue hand will appear next to your name on the participants screen – the Clerk can then keep track of who wishes to speak and can ensure you get heard.*
- 3. We do fully welcome any feedback that you have regarding all issues in our town. However, it would be very helpful if you could try to avoid repeating questions or concerns that others have raised. You will therefore be given approximately 3 minutes to raise your points. Your*

points can then be followed up via email to the clerk (and SDC?) to ensure they fully convey your feelings.

Moving on, as you are aware, the NDP is currently out at consultation until the end of August and is now on its 8th draft. This document has been in the making since 2013 and I'm sure you can appreciate is an ever-changing document as needs and plans change in our town. Both the NDP Steering Group and the JPC have had different members to over this time. We all want to move this forward and bring the plan to fruition whilst ensuring it represents the views of our residents. In order that this happens, I shall be ensuring that I, as Chair and other Councillors now work closely with the NDP Steering Group and this gets reported back as a standing item on our monthly agenda so that it can be progressed quickly through its final stages. We will also ensure that if it does require further alterations, either additions or deletions, that these are clearly highlighted to residents going forward.

There are several representatives from the NDP Steering Group present this evening so questions and concerns can be raised to both parties developing this plan. I therefore propose we move into Public Session and invite those that wish to speak to let us know. We will then move the item on the agenda to the first item to be discussed if I can get approval from the full council to do this – please raise your hands Councillors to allow this to happen.

In view of time restraints the Chair proposed that the Item on the agenda, No. 16.00 [NDP] be moved forward for debate. This motion was seconded by Cllr Easton and carried unanimously by those in attendance.

The meeting opened formally.

**Item 16.00 [Moved to Public Session for early discussion].
NDP Plans for public presentation**

Chair asked the Clerk to clarify why Item 16.00 appeared on the agenda. He said that it was there to discuss in terms of the format for a public consultation in Henley following final deliberations from SDC. That comments may be made this evening but that no decision or changes could be made to version 8 of the NDP document.

A well balanced and meaningful discussion took place between JPC, NDP Steering Group members and the public. As the debate took over one hour and involved cross conversations from over twenty or so participants, the Clerk has seen fit to summarise the content of that debate. See below.

Summary of Debate

Those supporting the **retention** of the WCG grounds for community use, were clearly exasperated by the wording of the revised version of the NDP, version 8, and this anxiety, coupled with a split vote by the JPC recorded in the minutes of the Planning Meeting held on the 15th of July, 2020, [revised planning application reference **20/00066/FUL**], they felt, would give the impression that both the JPC and the NDP [authors] are **showing favour to the WASPS bid to purchase** the sports facility.

The Chair of NDP[WG] explained that the SDC had requested additional information about the status of the sports grounds and that they had to update the document. He assured the meeting that the document was in draft form and had no legal standing in its present form. It was finally accepted by both the JPC and the NDP [authors] that a **clarification note** should be forwarded to the SDC with some haste, so that it may be tabled in parallel with this latest version of the NDP at the public planning meeting due to take place in Stratford later this month. Minutes of the JPC decision, at their Planning Meeting, 15th July 2020, follow:

4.1 - 20/00066/FUL WCG-WASPS Adoption Detailed and lengthy discussion. Aspects of application focused on funding tied to S106 guaranteed compensation, [£50K] so nothing new on offer and certainly the compensation came nowhere near to covering the huge loss to community. Cllrs asked what would happen if JPC objected and were advised that it would then go to open SDC planning

meeting where representations would be made in person. Actual planning request involved simple internal modifications, but the application drew in more expansive community-based issues, which breached both NPP guidance and SDC core strategy. It was thought that if permissions are granted, Sport England may be disposed to taking the matter to higher government representation. Objection by residents backed by a cogent argument put up by eminent planning expert. Cllr V Hubbocks proposed that the JPC consider objection or no representation, the objection based on exactly the same terms as the previous application. This was seconded by Cllr M Bainbridge, 5 councillors voted for no representation and 6 objected to the current application. The motion was therefore carried in favour of an OBJECTION being lodged by the JPC.

The Clerk was charged with the task of producing this policy clarification letter to SDC in respect of the emerging NDP for the joint parish of Beaudesert & Henley in Arden.

A copy of this letter can be found as supporting documents in the Agendas & Minutes pages of the JPC website.

The meeting was then formally opened.

Item 1.00

Apologies

Cllr R Hubbocks

Item 2.00

Disclosure of Interest or Written Representations

Cllr Okey declared an interest in Item 6.00 [20/01920/FUL – Goldsmiths] and said she would not take part in the voting process.

Item 3.00

Approval of Minutes of Last Meeting 20th July 2020

Cllr Easton proposed that they were a true record, seconded by Cllr Bainbridge, carried in favour unanimously.

Item 4.00

Chairs' Report & Action Plan

Supported by a document[s] previously circulated.
No comments were recorded.

Item 5.00

District and County Councillor's Reports

Supported by a document[s] previously circulated.
No comments were recorded.

Item 6.00

Consider following planning applications UNLESS OTHERWISE RATIFIED

20/02024/TREE Naya 148 High Street

The Clerk will use power of delegation to **SUPPORT** application.

20/01887/FUL St Mary's Catholic School

Chair of Planning explained application and sought approval, proposed by Cllr Broadbent, seconded by Cllr V Hubbocks, carried in favour of **NO OBJECTION** by all.

20/01920/LBC F Goldsmith & Co Ltd, 221 High Street

Development of seven new houses. Cllr Jones raised the issue that he was aware that the agent acting for Goldsmiths was refusing to grant a viewing for the factory. Advisor to JPC, D Tomlinson, reminded the assembled that it had been marketed for over eighteen months, but if the property was being made unavailable for sale then it should be reported to SDC. Various design aspects were considered, and certain features may need further thought by the architects. Cllr Bainbridge, proposed **SUPPORT** with conditions, this was seconded by Cllr Broadbent, carried in favour and subject to comments – **1.** High Street facing dwellings are provided with doors of a Victorian design rather than Georgian in line with adjacent buildings, **2.** Due to random parking spaces, vehicles may be parked on the highway, **3.** Building with south facing windows appear too small, **4.** Gates to rear of development facing Prince Harry Road seem unnecessary.

Item 7.00

Finance report [Clerk]

Supported by a document previously circulated.

Payment of 4 invoices approved at Finance Meeting earlier.

Item 8.00

To discuss the issue of a survey to the residents to learn of their comments about support offered over lockdown [EF]

Cllr Field proposed that the JPC conduct a survey in the town, in order to provide useful feedback which may be used during any future calamities. The Clerk suggested that this questionnaire be published in the September issue of the Focus. Chair will discuss further with the Clerk.

Item 9.00

Update on Community helpline and if appropriate, approve costs of approximately £150 a year [JJ]

Cllr Jones, proposed that the JPC ratify spending £192.00 over 12 months for an emergency helpline facility as a shared burden between councillors and clerk, seconded by Cllr Kingsnorth and carried in favour unanimously. Cllr Field suggested that the number should be publicised in the September Focus.

Item 10.00

Discuss listed JPC reps for each community organisation [EF]

Cllr Field asked that members of the JPC to align with various societies as their representatives and report back.

Item 11.00

Preparation of Grass Cutting Sub-Contracting Engagement Form for 2020-2021 [Clerk]

Cllr Field explained that this was in preparation for a tendering process and award of contract, in time for April 2021. The JPC will circulate this requirement through SM in order to attract interest from appropriate contractors.

Item 12.00

Adoption of phone box [AO]

Decision required to go forward.

Supported by a document previously circulated. Cllr proposed the JPC seek to go forward to adopt TWO phone boxes, seconded by Cllr Jones and carried in favour unanimously.

The Clerk was instructed to commence adoption process.

Item 13.00

Town Signage Report [AO]

Discuss and if appropriate, approve budget.

Supported by a document previously circulated.

Cllr Okey invited Councillors to look over the designs for the various signs, she advised that costs for design work to date is £1,000.00 which is covered by the agreed budget of £5K agreed at an earlier meeting. She further reported that the Heritage Centre and others in Henley plan to make donations. Cllr Okey proposed that the JPC agree to spend up to £5,000.00, this was seconded by Cllr Jones, the motion carried unanimously. Further work and requests for planning to be organised.

Item 14.00

Play area for children and outdoor gym [AO]

Discuss and if appropriate, approve budget.

Supported by a document previously circulated.

Play Area

Cllr Okey referred to the reserves which will cover this project up to a limit of £20,000.00 and asked that Councillors scrutinise the three tenders for the play equipment so that a final selection can be reached. Cllr Easton proposed that the JPC now proceed with the project at the spend agreed, seconded by Cllr Woods, the motion carried unanimously. **Planning permission for this project is in preparation.**

Outdoor Gym

Cllr Okey advised that Sport England had donated £1,000.00 and that residents' donations had increased donations to £3,600.00 in total, plus £288.00 in rates VAT reclaims, leaving a shortfall of £6,000.00. Cllr Okey proposed the JPC are agreeable to the expenditure as previously discussed, seconded by Cllr Easton, the motion carried unanimously.

Item 15.00

Litter picking and weeding [JJ]

Discuss and update.

Cllr Jones reported that there is a need for a contractor to be appointed for litter picking, [every day] he asked would Jon Vale take this on. Cllr Hubbocks stated that Jon Vale had done it properly, Cllr Jones agreed but his rates are rather high for litter picking. It was agreed that the JPC advertise the need for this service, the Clerk offered to initiate the enquiry/tender process. Cllr Field mentioned that there would be a voluntary litter pick over the following weekend, and that they would also be looking for any other snag areas and would report back. Litter pickers muster at 9.45am on Sunday 23rd August.

Item 16.00 [Taken forward to public session]

Item 17.00

Update on Henley Station [AO]

Discuss and update.

Cllr Okey reported on the progress on the project to provide a Shakespeare Garden, using raised flower beds on the old platform 3, each based on this plays. She further reported that good progress was being made in the adoption of railway buildings. Network Rail have also leased one of their employees to help with the ongoing project.

Item 18.00

Website [TW]

Discuss and if appropriate approve budget

Cllr Woods has received two out of three tenders for the revised website. Once in place she will advise council. She mentioned that she had not been given a budget, the Clerk advised her that there was a budget but based on ongoing services from HTDL, of around £3,500.00. Cllr Woods described the scope of the new site and said that there would be a COMMS meeting organised in the coming week.

Item 19.00

Delegate JPC officer to take charge of the ceremonial raising of the Town flag pole - [EF]

Cllr Field advised that a planning request had been lodged with SDC, the Clerk said he would circulate the terms of the planning request to all. Cllr Field then outlined her plan for the flag flying process, where the Clerk will hold the flag and fittings, and will monitor ceremonial showings of the flag. Cllr Field

proposed that the JPC agree with her new arrangements, seconded by Cllr Easton, Cllr Broadbent abstained, Cllr Harfield object, the motion was carried with a majority. Cllr Fields than asked that the Clerk record her thanks for the work previously provided on the flag pole by Cllr D Broadbent, Mr D Tomlinson and Mr S Dorow.

Item 20.00

Temporary suspension of High Street parking – [AO]

Cllr Okey referred to a discussion she had with a local businessman who expressed an interest in whether suspended parking bays adjacent to their frontages may be possible. She reported that Alcester and Stratford were operating similar schemes. She had approached John Horner who has provided means of applying for a temporary licence. This would allow additional table and chairs with bollards for through foot traffic.

Item 21.00

Sub-Committee Reports - [MB, JJ, AO, TW]

Supported by a document previously circulated.

Chair reported that all Chairs had all provided reports, no comments were forthcoming.

Item 22.00

Councillor Training – plans going forward, following Covid for comprehensive training programme – [Clerk]

The Clerk suggested that Bill Robinson [WALC] may be engaged for councillor training and asked if this was of interest to all. All agreed that the Clerk should organise a session.

Item 23.00

Items for information only.

Cllr Hubbocks said that residents had complained about the notice board at Whitley Road not being updated. The Clerk promised to post all future documents on this board.

Date of next meeting

21st September 2020.

Meeting ended at 21.20h.