

# BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL



## AGENDA – ORDINARY MEETING JPC

I hereby give notice that an Ordinary Meeting of the Joint Parish Council will take place on **Monday the 11th of January 2021**, at 7.00pm, using zoom technology. All members of the Beaudesert & Henley in Arden Joint Parish Council are hereby summoned to attend for the purpose of considering and resolving the following business.

Signed - 

Parish Clerk & Proper Officer

Date: 05.01.2021

### 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](mailto: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:** Residents can read and/or download the Agenda, Minutes and supporting documents on the relevant page of the JPC website.

### Public Participation Session:

During the pandemic crisis, meetings although convened using zoom technology, are fully accessible to the public. If you wish to participate, simply email the Clerk and an invitation link will be sent to you **five minutes prior to the meeting** commencing. The Chair will invite you to speak provided the subject is listed on the agenda, the public session will be limited to **fifteen minutes**. This is not part of the formal meeting of the Council and minutes will not be produced. [Public Bodies \[admissions to meetings\] Act 1960 s1 extended by the LG Act 1972 s100](#).

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](mailto:clerk@henley-in-arden-pc.gov.uk)

## AGENDA

### Item 1.00

#### Acceptance of apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.

### Item 2.00

#### Dispensations

Council is asked to discuss any written requests for dispensation the Clerk may have received from Councillors.

**Item 3.00****To receive declarations of Interests [EF]**

Declarations of Interest members to declare any interest they may have in agenda items that accord with the requirements of the relevant authorities ([Disclosable Pecuniary Interests Regulations 2012 \(SI 2012/1464\)](#)) (NB this does not preclude any later declarations).

**Item 4.00****County and District Councillors Reports [JH & MJ]**

The Chair will invite District and County Councillors to present their updated reports to Council and the public. A copy of their reports can be found under supporting documents on the website.

**Item 5.00****To receive and sign the Minutes of Last Ordinary Meeting - 14<sup>th</sup> December 2020 [EF]**

[LGA 1972 Sch 12 para 41\(1\)](#)

**Item 6.00****Matters Arising from the previous minutes [EF]****Item 7.00****Sub-Committee Chairs Reports [JJ, AO, TW, EF & MB]**

NB: Cllr Okey to present final apportioning of grants for 2021-2022

Reports are posted on the website as supporting documents, headed under appropriate titles.

**Item 8.00****Chair's Announcements [EF]****Item 9.00****Clerk's Announcements [C]**

Update on traffic calming discussions with WCC and car park management schemes in readiness for handover to Heads of Tasks.

**Item 10.00****To approve the current Finance Report and Payments to creditors [Appended Documents] [EF]**

[LGA 1972 s150 \(5\)](#)

These documents are posted on the website as supporting documents, references '[creditors\\_05.01.2020v1](#)' and 'FISCAL REPORT JANUARY 2021' which can be downloaded and printed.

**Item 11.00****The Mount [C]**

Discuss and if appropriate lay out a plan to remove brash [spoil] from within the Mount perimeter fencing, chip to mulch and relocate on an agreed area nearby. This may involve PayBack Team; therefore full consideration must be given to heightened restrictions announced by HM Gov.

**Item 12.00****Litter Picking [JJ/MB]**

Discuss and if appropriate agree to advertise for a contractor for litter picking services which falls outside the present arrangements with SDC/Biffa.

**Item 13.00****Tree Survey [MB]**

To discuss and if appropriate, action a Tree Survey for no more than £1,500.00. A copy of the tender from T Mousley can be found on the website under supporting documents, reference '[tmousleytender\\_25.11.2020](#)' which can be downloaded and printed.

**Item 14.00****The Asset Register [C]**

To discuss and if appropriate amend the ASSET REGISTER for 2021-2022.

Please refer to the document posted on the website as supporting documents, reference 'assetregister2019-20' which can be downloaded and printed.

**Item 15.00****The Risk Assessment Register [C]**

To discuss and if appropriate amend the RISK ASSESSMENT REGISTER for 2021-2022.

Please refer to the document posted on the website as supporting documents, reference 'riskassessment\_2020' which can be downloaded and printed.

**Item 16.00****Heads of Tasks Formation [C]**

To debate and formulate the appointment of responsible members under the existing sub-committee headings.

**EMERGENCY & MAINTENANCE SC**

1. Improvements & Projects
2. Flood Prevention
3. Green Spaces

**TOWN WELFARE**

1. Parking & Traffic Calming
2. Children's Play Areas
3. Sports & Social Facility [Working Party]
4. Allotments

**PLANNING**

1. Planning Applications
2. Investments and Acquisitions

**FINANCE**

1. Fiscal Budget Control
2. Grants
3. Funding
4. Town Support Financing

**COMMUNICATIONS**

1. Commercial Website Management
2. Emergency Helpline
3. General Publicity & Media

**Item 17.00****Notice of items to be taken into consideration at the next meeting.**

Councillors are asked to highlight any further items. If Councillors wish motions to be included on the next Agenda, they need to be sent to the Clerk by Tuesday 19<sup>th</sup> January 2021.

**Date of next meeting: Monday 25<sup>th</sup> January 2021 at 7.00pm**

**IF YOU HAVE ANY DIFFICULTY ACCESSING & DOWNLOADING SUPPORTING DOCUMENTS, PLEASE CONTACT THE CLERK**