



Beaudesert & Henley in Arden Joint Parish Council Ordinary Parish Meeting **AGENDA**

Dear Councillor,

You are summoned to a meeting of your Joint Parish Council, on **Monday the 7th of February 2022 at 7.00 pm** at the Memorial Hall, Station Road, Henley. The meeting will consider the items set out in the agenda following. Please observe Covid restrictions imposed by the hall management.

Signed 

Ray Evans – Clerk

Date of Summons: **01.02.2022**

Public Question Time

This session (at the Chair's discretion, may last up to 15 minutes overall, 3 minutes per speaker) **is not part of the formal meeting of the Council** and no decisions will be made. It may be regarded as a forum for open discussion after which, members of the public will not have any further opportunities to speak. Limited minutes may be recorded if there is need for such matter to be included on a future agenda.

Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

AGENDA

- 1. Apologies**
- 2. Declarations of Interest**
- 3. Acceptance of Minutes of the last Meeting**
- 4. District & County Councillor's Reports**
- 5. Creditors Payments**
- 6. Banking**
- 7. Chair's Report**
- 8. Clerk's Report**
- 9. Expenditure**
- 10. Councillor's Matters**
- 11. Planning**
- 12. Items for next Agenda**

A copy of the full agenda can be found on the JPC website
www.henley-in-arden-pc.gov.uk



1.

Acceptance of Apologies for Absence Schedule 12 of the Local Government Act 1972. 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.	
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2.

To Receive Declarations of Interest and Dispensations Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).	
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3.

To Receive & Sign Minutes of Last Meeting LGA 1972 Sch 12 para 41(1)	Minutes of the Ordinary Meeting, 10th of January 2021.
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4.

Reports from District & County Councillors	Cllrs Reports posted under supporting documents on the JPC website. Presentation limited to 5 minutes.
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5. CREDITORS PAYMENTS

Payments made since last meeting

The Accounts & Audit Regulations 2015 Part II, paras 3 & 4

Creditor	Invoice Date	Due Date	Amount Net	VAT	Gross	Description
Avon Planning	09.12.21	09.01.22	500.00	100.00	600.00	Consulting on NDP
Colin Harrison	28.12.21	10.01.22	1,120.00	00.00	1,120.00	December labour charges.
Colin Harrison	28.12.21	10.01.21	1,100.00	00.00	1,100.00	Riverlands and rear of Fieldhouse Close. 15m larch fencing, fencing posts etc. Pay-Back assisted.
DM Payroll Services	16.11.21	16.12.21	60.00	00.00	60.00	Salary and taxation preparation.



Henley Focus Magazine	23.11.21	23.12.21	100.00	00.00	100.00	2-page spread
Henley Focus Magazine	23.11.21	23.12.21	150.00	00.00	150.00	5000 leaflet printing and distribution [Speed Management Petition]
Henley Focus Magazine	22.12.21	22.01.22	120.00	00.00	120.00	2-page spread plus 10 x A4 posters [Speed Management Publicity]
M Truslove	06.12.21	06.01.22	100.00	00.00	100.00	Removal of dead tree rear of 35 Riverside Gardens
R Adams	30.10.21	10.01.22	133.88	26.78	160.66	Brook End railway bridge hardcore
R Adams	15.12.21	10.01.22	126.00	25.20	151.20	Postcrete for Fieldhouse Close fencing.
R Adams	15.12.21	10.01.22	52.50	10.50	63.00	St Nicholas footpath through copse, hardcore.
RTA	24.11.21	10.01.22	1,476.96	295.39	1,772.35	Car park consultancy work
SLCC	02.11.21	10.01.22	25.00	5.00	30.00	Closing notes and sign off tutoring. [CiLCA]
T Mousley	03.12.21	10.01.22	560.00	112.00	672.00	G2 tree felling as per survey.
Secure Parking	01.01.22	01.01.22	42.79	8.56	51.35	Whitley Road storage facility
Totals			5,667.13	583.43	6,250.56	

Payments for consideration by Council for payment

The Accounts & Audit Regulations 2015 Part II, paras 3 & 4

Creditor	Invoice Date	Due Date	Amount Net	VAT	Gross	Description
Focus	25.01.22	25.02.22	£100.00	£00.00	£100.00	2-page insert [Jan]
T Mousley	19.01.22	19.02.22	£590.00	£118.00	£708.00	Riverlands [Cllr Bainbridge]
Totals			£690.00	£118.00	£808.00	

Income since last meeting.

Payee	Remittance Date	Amount	Description
Lloyds	10.01.2022	£1.03	Interest paid – January 2022

6. BANKING

<p>Banking [Account Balances] [Considered in earlier Finance Meeting and agreed by full council]</p>	<p>The balances of accounts at 31.01.2022 are Deposit Account £105,000.00 Current Account £2,777.68 Total £107,777.68 A copy of the bank statement for January is posted on the JPC website.</p>
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7. CHAIR'S REPORT

7.1

THE BUDGET 2022-2023

Please refer to the document on the website. Chair will present the budget and seek acceptance from the full Council. This follows the preliminary plans sighted in the last ordinary meeting under Item 9.2 [Expenditure]

7.2

APPOINTMENTS

7.2.1

VICE CHAIR

Following the resignation of previous Vice Chair, the matter of the appointment of a replacement will be presented by the Chair, and if appropriate, she will ask the members to agree to her proposal for a new VC, seek a member to second her motion and call for a vote.

7.2.2

CHAIR OF PLANNING COMMITTEE

Following the resignation of previous Chair of Planning, the matter of the appointment of a replacement will be presented by the Chair, and if appropriate, she will ask the members to agree to her proposal for a new Chair of Planning, seek a member to second her motion and call for a vote.

7.3

ACTION PLAN

The Town Action Plan. Chair to discuss aspects to be updated or actioned.

7.4

JUBILEE

Chair will update all on progress with planning for HRH Queen Elizabeth's' Jubilee, particularly suggestion for the JPC support and involvement in the event.

7.5

CROFT CAR PARK

Final update on Extraordinary Meeting on the Croft Car Park, Monday 21st February at the Memorial Hall, at 7.00pm.



<p>7.6 GRASS CUTTING CONTRACTOR</p> <p>The Chair will propose that the JPC ratify the appointment of WS Gardens as the grass cutting contractor for the new season, based on an inflationary increase of 5%. A copy of the quotation is posted on the JPC website.</p> <p>7.7 SPEEDING MANAGEMENT Chair will update on Speeding Management progress.</p> <p>7.8 A FUNDING PANEL The Chair will propose the formation of a Funding Panel to organise a strategy of seeking a variety of grants available to third tier government. [Cllrs Brady and Turner have volunteered to date]</p>	
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8. CLERK'S REPORT

<p>8.1 SPORTS FACILITY UPDATE</p> <p>8.1.1 Zoom meeting on the 03.02.2022 update. Need for a new mandate to be sought from the electorate.</p> <p>8.2 AWARD SCHEME The Clerk will update all on the Local Council Award Scheme.</p> <p>8.3 EMPLOYMENT The Clerk will update on WALC support on the completion of the Clerk's Contract of Employment.</p> <p>8.4 FLOODING Clerk will update all on latest WCC progress on camera survey for Back Lane.</p>	
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<p>8.5 EV CHARGING POINTS Clerk to respond to local business owner regarding the specification of the equipment.</p> <p>8.6 BIKE RACKS Clerk will update all on permissions granted for a bicycle rack to be installed on cobbled banking outside the old Barclays Bank. The proposal to purchase the equipment is under Item 9.2 in the EXPENDITURE section of the agenda.</p> <p>8.7 BENCH AT LITTLEWORTH The Clerk will update all on the installation of a new bench in Littleworth previously ratified by full council at the OM of 8th of November 2021, Item 10.3.</p>	
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9. EXPENDITURE

To consider, and if appropriate approve payment for the following capital/service items of expenditure.

[Considered in earlier Finance Meeting and agreed by full council]

The Accounts & Audit Regulations 2015 Part II, paras 3 & 4

<p>9.1 KNOTWEED Knotweed Eradication Councillors to consider two offers made for this work at Riverlands, namely Environet and Eco Controls and if appropriate direct the Clerk to raise a purchase order for the work to be carried out. Cost no more than £7,000.00. Cllr Bainbridge and the Clerk sought a second tender for this vital work and Cllr Bainbridge will present BOTH offers for discussion and if appropriate, the selection of the most suitable contractor to undertake the work.</p> <p>9.2 BIKE RACKS Council to consider the installation of a bicycle rack outside old bank, cost no more than £500.00, unit to be installed by Colin Harrison. Please see site phot [WCC] and costing sheet from website [Typical Only]</p>	
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10. COUNCILLORS MATTERS

Members of the council address the meeting [5 MINUTES MAX]

10.1

TREE PLANTING

Brief Update on Jubilee Tree Planting
Cllr Bainbridge to update members on progress to date. She will raise the matter of funding from the JPC.

10.2

ADDITIONAL GRIT BIN

Cllr G Easton to raise a request for a new grit bin in Henley.

10.3

ALLOTMENTS

Mr. Nic Haycock to address all on update of allotment holdings for the new season He will also request the JPC consider providing a strimmer so that he may keep verges in tidy order, cost to be debated at next ordinary meeting.

10.4

NEW POND JETTY

Mr. Colin Harrison [Town Handyman] will address all on his proposal for upgrading of items in Riverlands, including a new pond jetty etc. He is supported by Cllr Andrews.

10.5

SHAKESPEARE'S ENGLAND MEMBERSHIP

Cllr Andrews to propose membership of Shakespeare's England in order to enhance support in promoting Henley more widespread and increase the footfall for all businesses in town.



11. PLANNING

Chair and members of the JPC Planning Committee consider the following applications and if appropriate instruct the Clerk to use his delegated powers to post a response on the Stratford District Council planning portal.

JPC members not engaged with planning may leave the meeting at this point

Planning Act 2008, The Town and Country Planning (General Permitted Development etc.) (England) (Amendment) Order 2021

E-Planning System

Disclaimer:

Details about previous planning applications are currently provided from 1974 onwards. This service is not a substitute for a local land charges or NLIS search. The online planning history is incomplete and should not be relied upon e.g. in connection with a property transaction. In addition, the Council reserves the right to remove or not display certain information (e.g. contact details, signatures, financial and sensitive information) for confidentiality and other reasons. Use of the system is at the user's own risk.

- [Application Search](#)
- [Property Search](#)
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- [Help](#)

- [Application Details](#)
- [Important Dates](#)
- [Applicant Details](#)
- [Agent Details](#)
- [Statutory Consultees](#)
- [Associated Documents](#)
- [Comment](#)

Application Reference	21/03960/FUL		
Address	9 Bear Close Henley-In-Arden B95 5HS		View Map
Proposal	Loft conversion to create two bedrooms, to include two new dormer windows. Bringing existing front door forward to extend hallway. To convert existing garage to study and utility. Minor alterations internally, to move kitchen from front to back, and on first floor to add en-suite bathroom.		
Application Type	Full Application		
Status	Pending Consideration		
Decision			
Date Decision Issued			
Case Officer	Ryan O'Keeffe		
Parish	Henley-in-Arden		
Additional Adjoining Parishes			
Current Ward	Henley-in-Arden		View Councillors



Search Results

[← Search Again](#)

7 applications found. Click the planning reference to display application details in full.

Reference	Date Valid ▼	Status	Address	Proposal
21/04104/TREE	23/12/2021	Tree Works Approved RESOLVED BY JPC	Land Adjacent 137A High Street Henley-in-Arden	-T1 Nordic Fir: fell.
21/04001/TPO	20/12/2021	Pending Consideration	Hurst House Stratford Road Henley-in-Arden B95 6AB	-T1 chestnut - Remove. -T2 lime - Remove. -T3 lime - Remove. -T4 sycamore within Leyland cypress hedge - Fell (permission not required for proposed works). -T5 and T6 sycamore - Remove low limbs to 8metres above ground level, where overhanging neighbouring properties. -T7 lime - Remove.
21/04019/FUL	20/12/2021	Pending Consideration	7 The Coach Houses High Street Henley-In-Arden B95 5FN	Conversion of loftspace
21/04004/TREE	11/12/2021	Tree Works Approved	Field At Littleworth Henley-in-Arden	-T12 (Tag No 547) willow - Pollard at 2metres.
21/01701/FUL	07/12/2021	Pending Consideration RESOLVED BY JPC	WASPs RFC Training Centre Stratford Road Henley-In-Arden B95 6AB	Proposed New Grass Pitch for Rugby. (Part retrospective)
21/03900/LBC	03/12/2021	Pending Consideration	24/26 High Street Henley-in-Arden B95 5AN	Extension and alterations to No.26, High Street, Henley-in-Arden plus additional alterations to No.24 High Street, Henley-in-Arden to facilitate conversion from 2no. dwellings to 1no. dwelling
21/03883/FUL	03/12/2021	Pending Consideration	24/26 High Street Henley-in-Arden B95 5AN	Extension and alterations to No.26, High Street, Henley-in-Arden plus additional alterations to No.24 High Street, Henley-in-Arden to facilitate conversion from 2no. dwellings to 1no. dwelling

12. NEXT AGENDA

Items for Next Agenda	Clerk to note.
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Date of Next Extraordinary Meeting the 21st of February 2022

Date of Next Meeting: Monday the 7th of March 2022

Signed..... Date.....