



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

Here are the MINUTES of the last Joint Parish Council Meeting, held at the Memorial Hall, Henley in Arden, on the 7th of March 2022.

Present: Cllr Field [Chair] Cllrs Bainbridge, Andrews, Turner, G Easton, K Easton, Harries and Turner.

In Attendance: There were no members of the public in attendance.

MINUTES

- 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** [Grant £500.00 for Court Leet, increase in rent 13 Whitley Road, emergency tree work £200.00, Shakespeare's England joining fee £250.00 and rubber chippings £2,000.]
- 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.	Resolved: All present.
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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).	Resolved: No Declarations were handed to the Clerk and no member raised an issue at the meeting.
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3.

To Receive & Sign Minutes of Last Meeting LGA 1972 Sch 12 para 41(1)	Resolved: The Minutes of the Ordinary Meeting, 7 th of February 2022, were found to be a true and accurate account of the proceedings, Chair proposed that council accept them as such, seconded by Cllr Andrews, carried unanimously by all members present at that meeting.
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4.

Reports from District & County Councillors	No Councillors attended the meeting
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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
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	

Noted: By all.



Payments for consideration for payment by full council.

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

Creditors at 03/03/22

Tn no	Gross	Vat	Net	Accrued	Inv. date	Cheque no.	Debtor	Details
711	£289.00	£0.00	£289.00	£0.00	01/02/22		Colin Harrison [Handym	Sander and oils for bus
712	£1,120.00	£0.00	£1,120.00	£0.00	03/03/22		Colin Harrison [Handym	February wages
Subtotal	£1,409.00	£0.00	£1,409.00	£0.00			Colin Harrison [Handym	
699	£1,320.00	£220.00	£1,100.00	£0.00	25/02/22		ECS Remediation Limite	Knotweed treatment ov
698	£280.00	£0.00	£280.00	£0.00	23/02/22		Henley Focus Magazine	
709	£235.50	£39.25	£196.25	£0.00	28/02/22		R Adams & Sons Limite	Gravel, postcrete and s
708	£51.35	£8.56	£42.79	£0.00	01/03/22		Secure Parking	13 Whitley Road Garag
707	£240.00	£40.00	£200.00	£0.00	22/02/22		T Mousley and Sons	Emergency Riverside G
700	£60.00	£10.00	£50.00	£0.00	04/02/22		Vonage Limited	Training 8th Feb
706	£180.00	£30.00	£150.00	£0.00	15/10/21		WALC	Training 10th November
703	£60.00	£10.00	£50.00	£0.00	04/02/22		WALC	Training 4th Feb
701	£30.00	£5.00	£25.00	£0.00	05/02/22		WALC	Traing 8th FEB
702	£360.00	£60.00	£300.00	£0.00	16/02/22		WALC	Training 23 March [4 de
Subtotal	£630.00	£105.00	£525.00	£0.00			WALC	
Total	£4,225.85	£422.81	£3,803.04	£0.00				

Resolved: Cllr Andrews, proposed that full council approve payments, seconded by Cllr Harries and carried unanimously in favour by all members present at the meeting.

Income since last meeting.

Payee	Remittance Date	Amount	Description
Lloyds	09.02.2022	£0.89	Interest paid – February 2022
SDC		£50,168.68	s.106 Payment [WASPS]

6. BANKING

<p>Banking [Account Balances] [Considered in earlier Finance Meeting and agreed by full council]</p>	<p>The balances of accounts at 28.02.2022 are Deposit Account £150,000.00 Current Account £3,642.58 Total £153,642.58 A copy of the bank statement for February is posted on the JPC website.</p>
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Noted: By all.



7. CHAIR'S REPORT

<p>7.1 THE DUAL PARISH ASSEMBLY MEETINGS APRIL 18TH 2022 The Chair proposes that the JPC provide a supporting budget for the event not exceeding £50.00.</p> <p>7.2 THE MANOR OF HENLEY IN ARDEN & THE JPC CIVIC SUNDAY SERVICE, ST JOHN'S CHURCH – 15TH MAY 2022 The Chair proposes that the JPC provide a supporting budget for the event not exceeding £100.00.</p> <p>7.3 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.</p> <p>7.4 COMMENTS FOR NEXT MEETING</p>	<p>7.1 Resolved: Brief explanation given by the Chair as to the matter of this being a legally required meeting where no Council business is discussed but all societies and businesses in the town are invited to announce their achievements and plans for the coming year. She proposed that the JPC provide refreshments for this purpose, seconded by Cllr Bainbridge. She advised new members that there would be two separate meetings, initially Beausdesert, followed by Henley in Arden parishes. IT WAS NOTED THAT 18TH OF APRIL IS EASTER MONDAY and that this meeting would take place on the 4th of April, the date for Ordinary Meeting. The website will be amended to cover this change.</p> <p>7.2 Resolved: Brief explanation given by the Chair as to the matter of this being an occasion where all societies and civil bodies come together to celebrate in a service of thanksgiving. She proposed that the JPC provide refreshments for this purpose, seconded by Cllr Bainbridge.</p> <p>7.3 Resolved: Chair reiterated on the plans in hand by the Court Leet and the itinerary was shown on the screen. She stated that a budget of £5,000.00 was available to support other groups who plan to put on a celebratory event. She invited members to put forward plans which included a competition for the 'best dressed' house and business in town, that the JPC organise a beacon to be fired on the 2nd of June in line with other settlements in Warwickshire. The Clerk was asked to search out the fire basket used on previous occasions. Other suggestions included a children's party in the grounds of ST Nicholas Church, purchasing souvenir mugs etc. More planning and announcements will follow.</p> <p>7.4 Resolved: None received.</p>
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8. CLERK'S REPORT

<p>8.1 SPORTS FACILITY UPDATE The Clerk will update all on the recent poll on the matter of the s.106 payment [see income table in this agenda]</p> <p>8.2 EMPLOYMENT The Clerk will update all on the completion of the Clerk's Contract of Employment [see supporting documents] and request that the contract is signed by himself and the Chair of the JPC in accordance with the Employment Rights Act 1996 [Amended 6th April 2020]</p> <p>8.3 YELLOW LINES ON BROOK END DRIVE The Clerk will refer to the latest response form the WCC on this matter.</p> <p>8.4 CROFT CAR PARK Clerk will update all on the matter of the Croft car park plans.</p> <p>8.5 RFO REPORT ON FINANCE Clerk will advise all on where monthly updates can be found on the JPC website.</p> <p>8.6 COMMENTS FOR NEXT MEETING</p>	<p>8.1 Resolved: As a result of residents only just receiving the latest edition of Henley Focus, the received replies only currently total 11. It was suggested that a similar campaign be mounted on Social Media using the basic questionnaire and asking that all replies be sent to the JPC before the closing date of the 21st of March. The results of this new poll will be announced in due course.</p> <p>8.2 The Clerk reported that this document was now complete and that both Chair and he would formally sign off the contract and place it in the JPC archive.</p> <p>8.3 The Clerk reported that a response from Mr. Graham Stanley, WCC Highways, had provided no new information as to the matter of double yellow lines on the brow of Brook End Close. It was obvious that the works were delayed due to budgetary restrictions and despite the public and Council outcries concerning a potential serious accident the matter was stalled. Chair asked the Clerk to contact Cllr John Horner with a view to setting up an urgent meeting with Paul Taylor and Graham Stanley so that a realistic timetable can be presented to the concerned residents of Henley.</p> <p>8.4 Brief update with members who are seeking quotations for Croft car park management. Further reports to follow in time for the extraordinary meeting to be held on the 11th of April next.</p> <p>8.5 Clerk raised the matter of revised Financial Regulations and asked that all members look at the revisions in readiness for adoption in May.</p> <p>None provided.</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 THE MATTER OF A MINI-GRANT REQUEST BY HENLEY COURT LEET Mr. Laurence Marshall requests funding of £500.00 by way of supporting the cost of various entertainment events planned for the Queen Elizabeth's Jubilee, for consideration by members. The application can be found on supporting documents on the JPC website.</p>	<p>9.1 Unresolved: This request gave rise to a debate about the need to publicise the provisions set aside in the JPC budget so that all groups and societies planning a Jubilee event may have access to a share in the distribution of such funding. The Clerk was asked to contact all of the local societies inviting them to apply for a mini grant specifically for Jubilee related functions. The request by Mr. Laurence Marshall was deferred for consideration along with any further requests. The Chair asked that all applications be in the hands of the JPC no later than the end of April 2022.</p>
<p>9.2 INCREASE IN JPC STORAGE FACILITY Members are asked to consider an increasing in the rental fees for their storage facility namely 13 Whitley Road, from the present charge of £51.35 to a new rate of £52.37 per calendar month.</p>	<p>9.2 Resolved: Cllr Harries proposed that members accept this inflationary increase as the facility was a useful space for JPC equipment and records. Her motion seconded by Cllr Turner and carried unanimously in favour by all members present.</p>
<p>9.3 EMERGENCY TREE WORK RIVERSIDE GARDENS Members are asked to consider the matter of emergency tree work conducted so effectively by T Mousley & Sons, on the 22nd of February last. The work was executed using the powers available to the Parish Clerk, and the invoice for the work is placed in the creditors list on the agenda. The Clerk will also highlight the need for a policy decision on the matter of emergency tree care as the incident of such events are growing each season. A copy of the invoice, number M12306, £200.00 plus VAT is posted in supporting documents on the website and listed for payment in this agenda.</p>	<p>9.3 Resolved: The decision having been reached earlier by the approach made by Cllr Bainbridge to the Chair and Clerk for the work to be executed urgently was understood and supported by all members. However, the Clerk raised the need for non-urgent general tree works to be subject to the outcome of THREE quotations. Cllr Bainbridge said she would organise this on the next trees listed on the 2020 survey requiring attention. The matter of tree and green spaces maintenance will be the subject of a full review at the Annual General Meeting in May 2022.</p>
<p>9.4 SHAKESPEARE'S ENGLAND Cllr Wendy Andrews will ask members to consider a payment of no more than</p>	<p>9.4 Resolved: Cllr Andrews asked that members support her motion to invest £250.00 maximum in</p>



<p>£250.00 which will provide membership in this organisation who are thought to be vital in Henley's initiative to get higher footfall in the town. Members will vote and if appropriate the Clerk will be requested to organise the payment immediately.</p> <p>9.5 RUBBER CHIPPINGS FOR TODDLERS PLAY AREA - RIVERLANDS The Clerk seeks to ask members to consider the use of rubber chippings [shredded tyres] to overlay bark chippings which cost £700.00 only 12 months ago, and have virtually collapsed, offering little or no protection. Estimated cost based on 20 x 40 mtrs play area is £2,000.00.</p>	<p>this organisation who would open up visitors to the County to the benefits provided in Henley. Her motion was seconded by Cllr K Easton, carried unanimously by all members present.</p> <p>9.5 Based on the website advertisements for this material, the Clerk was asked to obtain three quotes for the children's fenced play area in Riverlands which he should present at the next ordinary meeting.</p>
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10. COUNCILLORS MATTERS

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

<p>10.1 UPDATE ON GREEN SPACES IN HENLEY Cllrs Bainbridge and Andrews.</p> <p>10.2 COMMENTS FOR NEXT MEETING</p>	<p>10.1 Open general discussion about the very successful completion of the pond jetty in Riverlands by Colin Harrison and the Payback team. Cllr Bainbridge raised her concern for the damage being caused by children using the climbing towers and asked if the area may be cordoned off for seeding until the better weather arrives. Members felt that barriers would not deter this from happening. The Clerk was asked to contact WS Gardens to ascertain whether there might be a solution for this problem.</p> <p>10.2 Cllr Andrews suggested that rather than comments for next meeting, this item become a rolling invitation for members to make brief presentations on work they were involved with and plans going forward. All agreed that this would be a useful and informative section of the meeting.</p>
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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

FEBRUARY APPLICATIONS

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	Map Search	Consultee	Help
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Search Results

[← Search Again](#)

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

Reference	Date Valid ▼	Status	Address	Proposal
22/00559/TREE	18/02/2022	Pending Consideration	Riverlands Prince Harry Road Henley-in-Arden	-T1 Sorbus - Reduce crown spread (southern canopy) by up to 3metres, to a height of 6-7metres. -T2 bird cherry x2no. - Multi-stemmed tree. Section fell.
22/00469/TREE	16/02/2022	Pending Consideration	The Three Tuns 103 High Street Henley-in-Arden B95 5AT	-T1 ash tree - trim limbs overhanging adjacent property.
22/00439/TREE	16/02/2022	Pending Consideration	The Butchers Social 97 High Street Henley-in-Arden B95 5AT	-T1 Leyland cypress - Fell. -T2 Leyland cypress - Fell. -T3 goat willow - pollarded by 8metres, to remove deadwood. -T4 goat willow - pollarded by 8metres, to remove deadwood. -T5 yew - to be crown reduced by 1metre all round. -T6 goat willow - Fell. -T7 self-set ash - Fell.
22/00372/LBC	08/02/2022	Pending Consideration	170 High Street Henley-in-Arden B95 5BN	Formation of wc. compartment in cupboard below staircase in existing terraced house.

Resolved:

All tree works had either been sanctioned by the Clerk using his delegated powers or were found to be of NO OBJECTION to the JPC Planning Committee.

22/00372/LBC

Cllr Bainbridge proposed that the JPC **SUPPORT** this application, seconded by Cllr G Easton, and carried in favour by all members present.

MARCH APPLICATIONS



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](#)
- [Map Search](#)
- [Consultee](#)
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Application Details	Important Dates	Applicant Details	Agent Details	Statutory Consultees	Associated Documents	Comment
Application Reference	22/00312/TREE					
Address	4 The Tanyard Henley-in-Arden B95 5AJ					View Map
Proposal	-T1: Lime: remove limb overhanging river back to stem and crown clean and thinned by 20% -T2: Lime: crown clean and thin by 20% -T3: Goat Willow: pollard to lowest union by approx 2 metres -T4: Hazel □ T5: Acer: reduce away from each other by approx 2 metres					
Application Type	Notification for works to trees in CA					
Status	Pending Consideration					
Decision						
Date Decision Issued						
Case Officer	Assistant Planner					
Parish	Henley-in-Arden					
Additional Adjoining Parishes						
Current Ward	Henley-in-Arden					View Councillors

22/00312/TREE

The Clerk was requested to place **NO OBJECTION** on the SDC website portal

12. NEXT AGENDA

Items for Next Agenda	None provided.
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Date of Next Ordinary Meeting Monday 9th of May 2022
Date of next Extra Ordinary Meeting Monday 11th of April 2022
Date of the Joint Parishes Meeting, Monday 4th of April 2022

Meeting closed at 8.45 pm.

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