



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL
AGENDA FOR ORDINARY JOINT PARISH COUNCIL MEETING

JUNE 6TH 2022

Dear Councillor,

I HEREBY GIVE NOTICE that an Ordinary Parish Council Meeting of Beaudesert and Henley-in-Arden Joint Parish Council, will take place on **Monday, 6th of June 2022 at 7.00 pm** in the Memorial Hall, Station Road, Henley-in-Arden. All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder.

NB: This document will be displayed at the aforesaid meeting for public perusal and comment and it is this edition that will form the basis for the MINUTES published thereafter.

Signed

Ray Evans – Clerk

Date of Summons: **30.05.2022**

1. **Apologies**
2. **Declarations of Interest**
3. **Acceptance of Minutes of the last Meeting**
4. **District Councillor's Report.**
 - 4.1 Presentation by Philip Seccombe, Police and Crime Commissioner and the Deputy Police and Crime Commissioner, Emma Daniel
5. **Planning**

22/01318/FUL 1 High Hurst Cottage, 22/00931/FUL Adam's Timber Yard, 22/01388/LBC 1 Yew trees, 22/01373/FUL 40 Brook End Drive, 22/01584/TREE The Limes 35 High street, 22/01397/FUL 49 Meadow Road, 22/02545/FUL Crocketts Cottages Birmingham Road & 21/01164/VARY.
6. **Creditors Payments**

For consideration: Buildbase £387.00, Henley Focus £100.00, R Adams & Sons £17.64 and WS Gardens £828.00 Totals £1,332.64 gross, £205.44 VAT, £1,127.20 nett.
7. **Banking**
8. **Chair's Report**

Review of Jubilee Celebrations
9. **Clerk's Report**

Lease brokerage for Friends of Henley Railway Station
Summary of Croft Car Park Management
Allotment safety and BBC Gardener's World
10. **Expenditure**

Mini-grants - Henley Repair Café and HRBL [£1,000.00 max]
New notice Board for Arden Road [£250.00 max] Pre-determined Gifts2Impress [Jubilee Teddies] ratified by email vote [£1,893.07]
11. **Approval of Banking Reconciliation & Budget Tracking May 22**
12. **Assigning Councillors - Community Engagement & Action Plan**
13. **Items for next Agenda**

Hard copies in large print are available from the Clerk. Supporting documents for this session are posted on the JPC website as listed [SD]

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



Detailed Agenda

1. APOLOGIES

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| <p>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.</p> | |
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2. DECLARATIONS

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

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| <p>To Receive & Sign Minutes of Last Meeting LGA 1972 Sch 12 para 41(1)</p> | <p>Minutes of the Ordinary Meeting, 9th of May 2022.</p> |
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4. DISTRICT COUNCILLOR

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| <p>Reports from District Councillor Item 4.1 added today 6th June 2022</p> | <p>Cllr Matt Jennings reports is posted under supporting documents on the JPC website. Presentation limited to 5 minutes.</p> |
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5. PLANNING

22/01318/FUL 1 High Hurst Cottage

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=RBAOSOPMLMF00>

22/00931/FUL Adam's Timber Yard

<https://apps.stratford.gov.uk/eplanning/AppSearchResult.aspx?searchby=application&appref=00931>

22/01388/LBC 1 Yew trees

<https://apps.stratford.gov.uk/eplanning/AppSearchResult.aspx?searchby=application&appref=01388>

22/01373/FUL 40 Brook End Drive

<https://apps.stratford.gov.uk/eplanning/AppSearchResult.aspx?searchby=application&appref=01373>

22/01584/TREE The Limes 35 High Street

<https://apps.stratford.gov.uk/eplanning/AppSearchResult.aspx?searchby=application&appref=01584>

22/01397/FUL 49 Meadow Road



<https://apps.stratford.gov.uk/eplanning/AppSearchResult.aspx?searchby=application&appref=01397>

22/02545/FUL Crocketts Cottages Birmingham Road

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QXK8UXPMIEA00>

21/01164/VARY. [APPEAL]

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=QRAJSVPMIOH00>

6. CREDITORS PAYMENTS

6.1 Payments made since last meeting

| Creditor | Invoice Date | Due Date | Amount Net | VAT | Gross | Description |
|-----------------|--------------|----------|------------|---------|---------|--|
| Henley Focus | 26.04.22 | 26.0.22 | £100.00 | £00.00 | £100.00 | May edition 2 page spread |
| WS Gardens | 25.04.22 | 25.05.22 | £690.00 | £138.00 | £828.00 | April 2 cuts contract |
| T Mousley & Son | 03.03.22 | 03.04.22 | £240.00 | £48.00 | £288.00 | Riverside Gardens URGENT JOB |
| T Mousley & Son | 20.04.22 | 20.05.22 | £200.00 | £40.00 | £240.00 | William James Way URGENT JOB |
| T Mousley & Son | 20.04.22 | 20.05.22 | £495.00 | £99.00 | £594.00 | Littleworth [subject to planning] Sever ivy and pollarding Willow URGENT JOB |
| Natalie Walker | 01.03.22 | 01.04.22 | £150.00 | £00.00 | £150.00 | NDP word template design |
| Edge It | 04.04.22 | 04.05.22 | £15.00 | £3.00 | £18.00 | Band upgrade set up |
| T Mousley & Son | 26.04.22 | 26.05.22 | £523.00 | £104.60 | £627.60 | Remedial tree works adjacent to play towers, tendered 19.01.2022 |
| HTDL | 03.05.22 | 02.06.22 | £760.00 | £152.00 | £912.00 | Website support |
| HTDL | 03.05.22 | 02.06.22 | £385.00 | £77.00 | £462.00 | Website hosting |
| WALC | 01.04.22 | 01.06.22 | £765.00 | £111.80 | £876.80 | Annual subscription |
| Tree Shop Ltd | 05.04.22 | 06.04.22 | £121.78 | £24.36 | £146.14 | JPC tree planting campaign |

6.2 Payments made since last meeting by email ratification

| Creditor | Invoice Date | Due Date | Amount Net | VAT | Gross | Description |
|-----------------------|--------------|----------|------------|---------|-----------|--------------------------------------|
| Buildbase | 25.02.22 | 25.03.22 | £1,318.64 | £283.73 | £1,587.37 | Riverlands jetty |
| Buildbase | 25.03.22 | 25.04.22 | £229.00 | £45.88 | £275.28 | Riverlands jetty |
| Buildbase | 05.03.22 | 05.04.22 | £220.96 | £44.19 | £265.15 | Riverlands jetty |
| Buildbase | 05.03.22 | 05.04.22 | £70.07 | £14.01 | £84.08 | Riverlands jetty |
| Adomast Manufacturing | 26.04.22 | PFP | £1,635.00 | £327.12 | £1,962.72 | Toddlers Play Area Riverlands URGENT |
| Shakespeare's England | 11.04.22 | 11.05.22 | £197.92 | £39.58 | £237.50 | Tourism upgrade access |
| 22CCGroup | 28.04.22 | 28.04.22 | £490.00 | £98.00 | £588.00 | Jubilee Beacon deadline purchase |
| Gifts2Impress | 17.05.22 | 17.05.22 | £1,534.66 | £306.93 | £1,841.59 | Jubilee Teddy Bears |



6.3 Payments to be considered by full Council

| Creditor | Invoice No. | Due Date | Amount Net | VAT | Gross | Description |
|--------------|-------------|----------|------------|---------|---------|---------------------|
| Buildbase | 301413 | 17.06.22 | £332.50 | £64.50 | £387.00 | Posts and Postcrete |
| R Adams | 185778 | 31.05.22 | £14.70 | £2.94 | £17.64 | Cement for slabbing |
| WS Gardens | 10260 | 24.06.22 | £690.00 | £138.00 | £828.00 | May 2 cuts |
| Henley Focus | JN22_04 | 24.06.22 | £100.00 | £00.00 | £100.00 | May inserts |
| Buildbase | 302453 | 04.07.22 | £70.78 | £3.54 | £74.32 | Propane Gas Beacon |
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6.4

Income since last meeting.

| Payee | Remittance Date | Amount | Description |
|------------------|-----------------|------------|--------------------------------------|
| Lloyds | 31.05.2022 | £1.24 | Interest paid – May 2022 |
| SDC | 19.05.2022 | £61,750.00 | Interest paid on WASPS s.106 payment |
| Allotment Income | May | £645.00 | Cash, cheques, and transfers |

7. BANKING

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|---|---|
| <p>Banking [Account Balances] [Considered in earlier Finance Meeting and agreed by full council]</p> | <p>The balances of accounts at 31.05.2022 are Deposit Account £170,000.00 Current Account £2,676.21 Total £172,676.21 A copy of the bank statement for May is posted on the JPC website.</p> |
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8. CHAIR'S REPORT

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| <p>8.1 JUBILEE IN HENLEY Chair to update all on outcome of the celebrations for the Platinum Jubilee</p> <p>8.2 OTHER MATTERS Other matters if appropriate.</p> | |
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9. CLERK'S REPORT

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| <p>9.1 FRIENDS OF HENLEY STATION The Clerk will advise all on the matter of a request for the JPC to broker a limited lease holding on the building until such time as it may be agreed between the charity and Network Rail. Previously circulated document.</p> | |
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9.2 SUMMARY OF CROFT CAR PARK OUTCOMES WITH KERB & SDC

Clerk to provide an update on this matter.

9.3 COMMUNITY GOVERNANCE REVIEW

Clerk to advise Council on review of the numbers of elected members, suggesting a reduction from TWELVE to EIGHT members along with the rationale for raising the matter. If appropriate the matter can then be taken forward to the next meeting and a resolution sought to proceed with SDC on a full consultation.

9.4 BBC GARDENERS WORLD FEATURE ON HENLEY

To note the filming of the allotments in Henley for the popular TV programme. Clerk to update

9.5 EV CHARGING TERMINALS HENLEY HIGH STREET

Update on EV Chargers in Henley, response from a resident. The Council to discuss and if appropriate direct the Clerk to take further actions with WCC.

10. EXPENDITURE

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

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

10.1 Henley Repair Café Mini-Grant Request.

The Council to consider, and if appropriate award a mini grant to the society named. **[£500.00 max]**

See supporting documents on website

10.2 Henley Royal British Legion

The Council to consider, and if appropriate award a mini grant to the society named. **[£500.00 max]**

See supporting documents on website.

10.3 New Notice Board

The Council to consider, and if appropriate purchase a new notice board for Arden Road **[£250.00 max]**

PLEASE REFER TO APPENDED PHOTOS

10.4 Gifts2Impress [Proforma Payment]

Re-affirmation by full Council on email vote in favour of this payment. **[£1,841.59]**



11. MONTHLY BANKING RECONCILIATION AND BUDGET TRACKING REPORTS

Previously posted on the JPC website, the Clerk will propose that members approve these reports as being a true and accurate report of financial dealing for the month of April 2022.

Banking Reconciliation:

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2022/05/BANK-RECONCILIATION-TO-31.05.2022.pdf>

Budget Tracking:

<https://www.henley-in-arden-pc.gov.uk/wp-content/uploads/2022/05/BUDGET-TRACKING-STATEMENT-MAY-2022.pdf>

12. COUNCILLORS ASSIGNMENTS

Assignment and allocation of duties for Councillors on 22-23 Action Plan

13. NEXT AGENDA

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| Items for Next Agenda | Clerk to note. |
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Date of Next Ordinary Meeting – Monday the 4th of July 2022 at 7.00pm

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



APPENDED PHOTOS [NOTICE BOARDS]

AGENDA-06.06.2022-JPC-ORDIN x parish notice boards - Yahoo Se... x Outdoor Notice Boards | Lockab... x +

red17.co.uk/colour-key-lock-pin-boards.html

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FELT CLOTH COLOUR *
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SKU: 4585

Information Details Blog Posts (3) Reviews

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AGENDA-06.06.2022-JPC-ORDIN x parish notice boards - Yahoo Se... x Wonderwall Outdoor Weatherp... x Outdoor Notice Boards | Lockab... x +

amazon.co.uk/Wonderwall-Weatherproof-Lockable-Noticeboard-Aluminium/dp/B06Y3YXW8J/ref=sr_1_16_sspa?adgrpid=1172080294135568&hv... x

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Material: Felt
Colour: Burgundy
Brand: Wonderwall Products Ltd
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AGENDA-06.06.2022-JPC-ORDIN x parish notice boards - Yahoo Se... x Weathershield - Wall Mounted... x Outdoor Notice Boards | Lockab... x +

red17.co.uk/weathershield-wall-mounted-outdoor-notice-boards.html

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