

HENLEY PARISH COUNCIL

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Minutes of the
Parish Council meeting
on Tuesday September 12, 2017 at
7.30pm in Henley Community Centre

	District Cllrs James Caston and John Whitehead, together with County Cllr John Field, were unable to attend. Parish Cllrs Kevin Griggs, Steve Brock, Alex Harrison, Bryan Marks and Martin Redbond were present. Four members of the public were also present.
1/120917	Apologies for Absence and Approvals
	None
2/120917	Declarations of Interest and Requests for Dispensation
	Cllr Alex Harrison is the co-owner of White House Farm (planning application 0416/17) and was granted a dispensation to remain in the meeting, but not to take part in any decision on that matter.
3/120917	Approval of the Minutes of the AGM and Annual Parish Meeting held on July 11 and August 1, 2017
	Approved.
4/120917	To invite public discussion on items on the agenda, and to receive reports from the County and District Councillors
	Written reports were submitted by the District and County Councillors and were read to the meeting. Attention was drawn to the Babergh and Mid-Suffolk Local Plan Consultation now under way, with comments due by November 10. A member of the public was present to hear the discussion about his appeal against the District Council's refusal of planning permission for a house at Mill House Farm in Mill Lane. He also inquired about the outcome of the planning application for change of use to residential at the Cross Keys pub. It was explained there is no news yet of the outcome and that Cllr Whitehead has asked that, should the Planning Officers be inclined to approve the application, it should be referred to the full planning Committee for a decision.

5/120917	<p>Progress reports:</p> <p>Henley housing needs survey Co-option of additional councillors Operation of the Respect Zone outside the Primary School</p>
	<ul style="list-style-type: none"> • Cllr Redbond reported that Community Action Suffolk is still clarifying the outcome of the survey, which will be circulated by email as soon as it is available. But the rate of return of questionnaires was approx 30%, and indicated a need for about 10 to 15 new houses in the village in a variety of styles. • A possible volunteer has come forward who may join the Parish Council. • The Respect Zone outside the school is not consistently observed and a discussion took place on how to improve it. It was felt the introduction of double yellow lines would help and this would be raised with Cllr Field. Parking enforcement generally is passing to the District Council instead of the police. More green cones are required and it was agreed Cllr Redbond should buy some.
6/120917	<p>To consider an update on Planning issues:</p> <p>The change of use application at the Cross Keys pub</p> <p>The appeal against refusal of the application for a house at Mill House Farm, Mill Lane (ap/17/00006)</p> <p>The application for a barn conversion at Dameron's Farm (1244/17)</p> <p>The application for change of use of agricultural land to a horse menage at White House Farm (04106/17)</p> <p>Mid-Suffolk briefing meeting on the Local Plan consultation, Needham Market Community Centre, September 28</p>
	<ul style="list-style-type: none"> • It was agreed the Clerk would renew his inquiry of the Planning Officer as to the decision timetable on the Cross Keys. • The Parish Council has not changed its view on the proposed house at Mill House Farm and existing comments would be considered by the Planning

	<p>Inspector at appeal.</p> <ul style="list-style-type: none"> • There was no objection to the proposed barn conversion at Dameron's Farm (1244/17). • There was no objection to the horse menage at White House Farm (04106/17) • It was agreed Cllr Griggs and the Clerk would attend the Local Plan consultation on September 28
7/120917	To receive a report from the Henley Community Centre Charity
	<p>The HCCC AGM will be held on September 29, 2017 at 8.00pm in the Community Centre. Accounts and an annual report will be presented, and new Trustees elected. In the year 2016/17 a surplus had been made. 2018 is the 20th anniversary of the centre and a celebratory Summer Fair is planned for July 2018.</p>
8/120917	Financial report to date, including the Internal Auditor's report on 2016/17, and including any payments due. As a budget for 2018/19 will be presented at the next regular meeting of the Parish Council, potential items of expenditure for that year should be tabled now
	<p>The Internal Audit report carried out by SALC for 2016/17 noted:</p> <ul style="list-style-type: none"> • All invoices should be initialled by two councillors • A payment to St Peter's Church should be recorded as under the authority of LGA 1972 s214(6) and not Section 137 • The Standing Orders need to be updated to the latest version • The Parish Council should consider whether its reserves should be identified as earmarked and general rather than simply general • The External Audit report should be recorded by a Parish Council meeting <p>A bank reconciliation was presented showing balances of £6,158.73 in the current account and £11,455.77 in savings. Since the last meeting bank interest of £2.29 has been received. Payments were made as follows: £205.48 to Rod Caird (clerk pay); £31.20 to HMRC (PAYE); £48 to Ladywell Accountancy (payroll); £35 to the Information Commissioner for registration and £20 to D. Jones for bus shelter cleaning</p> <p>A VAT refund of £2,170.55 has been claimed for 2016/17</p> <p>A draft budget for 2018/19 will be circulated in advance of the next regular meeting</p>

9/120917	Urgent matters to be brought to the attention of the Parish Council
	<ul style="list-style-type: none"> • It was agreed to seek quotations for a complete redecoration of the bus shelter • It was noted that the traffic calming narrowing on Ashbocking Road approaching Henley needs reconsideration, perhaps with a traffic priority sign at either side of it • It was agreed to maintain pressure on speed limits on Ashbocking Road, using data gathered from the Vehicle Activated Sign; this would be raised with Cllr Field and would appear on the next agenda • It was noted that Rede Lane is not suitable for heavy vehicles and this issue would also appear on the next agenda
10/120917	To confirm the date of the next Parish Council meeting
	Tuesday November 14 at 7.30pm

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