

# HENLEY PARISH COUNCIL

Clerk: Rod Caird, 26 Church Lane, Henley IP6 0RQ  
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Minutes of the  
**Parish Council meeting**  
on Tuesday, November 13, 2018 at  
7.30pm in Henley Community Centre

<b>1/131118</b>	<b>Apologies for Absence and Approvals</b>
	All Parish Councillors were present, together with two members of the public, District Councillors James Caston and John Whitehead, and County Councillor John Field
<b>2/131118</b>	<b>Declarations of Interest and Requests for Dispensation</b>
	None
<b>3/131118</b>	<b>Approval of the Minutes of the Parish Council meetings held on September 11, 2018 and October 9, 2018</b>
	The minutes were approved
<b>4/131118</b>	<b>To invite public discussion on items on the agenda, and to receive reports from the County and District Councillors.</b>
	Written reports were presented by the County and District Councillors, which will be published on the website with these minutes.  The applicant for the planning application (18/04785) being discussed later on the Agenda noted that the intention behind moving the footprint of the new dwelling was to take it further away from the neighbouring listed building.
<b>5/131118</b>	<b>To consider an update on the Hastoe project for new housing in Henley</b>
	Legal discussions are still in hand between Hastoe and a landowner. A further meeting with Community Action Suffolk and Mid Suffolk DC is due to be held on

	November 26.
<b>6/131118</b>	<b>To consider planning application 18/04785, under Section 73 of the Town and Country Planning Act. Reserved Matters DC/18/03482 (Outline Permission DC/17/06242) without compliance with Condition 1 (Approved Plans and Documents) to reposition the dwelling footprint. Location: Headlands, Ashbocking Road, Henley, Ipswich Suffolk IP6 0QX</b>
	No objection was made to this application.  Parish Councillors also confirmed they have no objection to 18/04514 - 17 Freeman Avenue, Henley, Ipswich, Suffolk IP6 0RZ: single storey front and side extension and conversion of garage.
<b>7/131118</b>	Progress reports: <ul style="list-style-type: none"> <li>• <b>An update on operation of the Respect Zone outside the Primary School and installation of parking restrictions</b></li> <li>• <b>Village maintenance and the proposal to employ a handyperson to tidy verges etc.</b></li> <li>• <b>An update on concerns about school transport congestion in the Fiveways junction area</b></li> </ul>
	Consultation is in hand for installation of the parking restrictions; it is likely these will be in place in time for the 2019/20 school year (if not before). Cllr Field will follow up. The Parish Council confirms that it is in full support of the project.  The Clerk will obtain a model handyperson contract from SALC and will confirm insurance arrangements etc.  The Clerk will make further contact with Norse (and the County Highways team) about the school bus situation at Fiveways
<b>8/131118</b>	<b>To receive a report from the Henley Community Centre Charity</b>

	<p>The Boughton Room floor has been sanded and the carpet and blinds replaced. Uplighter bulbs will be replaced with LEDs and all the chairs will need to be replaced at a cost of approx £10,000.00.</p>
<p><b>9/131118</b></p>	<p><b>Financial report to date, including any payments due, and including consideration of a budget for 2019/20 and appointment of internal auditors for 2018/19. Consideration of the Clerk’s employment terms may take place in the Clerk’s absence.</b></p> <p>A bank reconciliation to November 13 was presented showing a bank balance of £27,590.64. Payments had been made: £180.30 to Rod Caird by bank transfer (Clerk pay); £338.38 to Community Action Suffolk by bank transfer for insurance renewal; £54 to HCCC for room hire; £58.68 to Martin Redbond for new cones for the respect Zone; £60 to Community Action Suffolk for web hosting; £45.20 to HMRC for PAYE; £144.00 to Playquip for a safety report on the playground. Payments were made under the General Power of Competence conferred by the Localism Act 2011, ss.1-8.</p> <p>It was agreed to appoint SALC as internal auditor for 2018/19.</p> <p>It was agreed to confirm the budget for 2019/20 and the precept requirement for the same year at the January meeting.</p> <p>Applications will be invited from village groups for Section 137 grants.</p> <p>It was agreed to pay the Clerk for 17.5 hours a month instead of the current 10 hours, effective immediately.</p>
<p><b>10/131118</b></p>	<p><b>Urgent matters to be brought to the attention of the Parish Council</b></p>
	<p>Playquip will be asked to quote prices for repairing the items listed on their report as “medium risk”.</p> <p>The grit bin on Church Meadows has been damaged and needs to be repaired or replaced.</p> <p>The Christmas Fair is on December 8 and help will be</p>

	<p>needed with the set-up and clearing process.</p> <p>The next meeting will be held on Tuesday January 22, 2019</p>
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