

# HENLEY PARISH COUNCIL

*"Creating a spirit within our community that is always friendly & welcoming."*

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## Minutes of Henley Parish Council Meeting Tuesday September 13, 2016 7.30pm Henley Community Centre

<b>Public Discussion</b>	<p>One member of the public and Cllrs James Caston and John Whitehead were present.</p> <p>The District Councillors' report highlighted the debate about office accommodation for Mid Suffolk and Babergh District Councils. The likely outcome is that both will be headquartered in Endeavour House in Ipswich with some kind of outlying presence elsewhere in the districts.</p> <p>Other issues included an upcoming electoral review to ensure councillors each represent similar numbers of electors; purchase by MSDC of the redundant middle school site in Needham Market; and Performance Outcomes on issues including housing, community engagement, business growth and assets. The full report will be published on the Henley website.</p>	
	<b>Present: Kevin Griggs (chair), Stephen Brock, Keith Lawrance, Martin Redbond and Rod Caird (Clerk)</b>	
<b>1/130916</b>	<b>Apologies and Approvals of Absence</b>	
	Bryan Marks and Alex Harrison had sent apologies and their absence was approved.	
<b>2/130916</b>	<b>Declarations of Interest and Requests for Dispensation</b>	
	None	
<b>3/130916</b>	<b>To approve as accurate the Minutes of the Meeting held on July 12, 2016</b>	
	Approved	
<b>4/130916</b>	<b>To discuss the condition and maintenance of the bus shelter.</b>	
	It was agreed to arrange for the bus shelter to be swept out every two weeks and for a small payment to be made to the volunteer who had come forward to do this. This would be reviewed after six months as would the	

	general condition of the shelter with particular reference to the graffiti which has appeared on its back wall.	
5/13092016	<b>To consider planning application 3676/16: Location: 36 Church Lane, Henley, Ipswich, IP6 0RQ: Proposal: T1 - Sycamore - fell. T2 - Ash - section dismantle to ground level due to the tree being in severe decline. T3,T4, T5 - Ash - crown reduce by 2.5-3m maximum to remove the deadwood and die back within the canopies . Remove deadwood and crown lift to 5.2m over the road to give statutory clearance.</b>	
	There was no objection to this proposal.	
6/13092016	<b>To discuss progress reports as follows: PCSO provision and funding; improvements to parish noticeboards; planning policy for Henley; data recorded by the Vehicle Activated Speed sign; playground repairs; construction of new footpath at Church Meadows.</b>	
	<ol style="list-style-type: none"> <li>1. It was agreed to postpone payment of the first instalment of the PCSO charge (£777.10) until such time as clarification had been received on the PCSO's duties and attendance in the village.</li> <li>2. A new noticeboard has been ordered to replace the defective one at the bus stop.</li> <li>3. Meetings have taken place with MSDC planners about future development policy but as yet nothing specific had emerged. A Neighbourhood Development Order could be undertaken but would depend on identification of sites and consultation with residents.</li> <li>4. The Vehicle Activated Sign had recently recorded very high speeds but details were awaiting download of the data. New volunteers were sought while Cllr Marks is unavailable in order to move the sign regularly and acquire the information it is recording.</li> <li>5. Playground repairs have been completed following the annual safety survey by Playquip.</li> <li>6. The new footpath has been constructed and signage would be ordered to make clear that it is for pedestrians. It also needs to be extended via paving slabs through the orchard and into the car park. In connection with the Respect Zone it was</li> </ol>	

	<p>reported that a new disabled parking bay has been marked out for the use of 5 Pearsons Place and that there have been complaints about double parking in Pond End.</p>	
<b>7/13092016</b>	<b>Payments due and financial report</b>	
	<p>A bank reconciliation was presented and approved showing an overall balance at the bank of £24,954.61.</p> <p>The internal audit by SALC for 2015/16 had been completed and it was noted that payment information needs to show detail of the power under which the payment is being made. The annual risk assessment needs to relate to the year for which the audit is undertaken. Council minutes need to record income as well as expenditure.</p> <p>Since the last meeting a precept payment from MSDC of £6,055.50 has been received as well as a VAT refund of £1,406.18 and bank interest amounting to £11.96.</p> <p>Payments were made as follows: Ladywell Accountancy £48; Rod Caird for clerk pay £198; Playquip for playground repairs £1,722; Econobuild for the new footpath £4,924.80. Bank charges were levied of £14.95.</p>	
<b>8/13092016</b>	<b>Urgent matters to be brought to the attention of the Parish Council</b>	
	<ul style="list-style-type: none"> <li>• A letter had been received from the Senior Citizens group expressing gratitude for the £250 Section 137 grant made to the group in 2015/16</li> <li>• It was agreed to invite bids for Section 137 grants in 2016/17 from village groups.</li> <li>• A BT Openreach cabinet is being installed in Henley Square though it is unclear whether this will result in fibre broadband in that area.</li> <li>• It was agreed to revive the proposal to make a welcome pack of information available to new residents.</li> <li>• It was noted that the Community Asset of Value status of the Cross Keys Public House had been discontinued and that the owner is seeking compensation from Mid Suffolk.</li> </ul>	

<b>9/13092016</b>	<b>To Confirm the Date of the Next Meeting</b>	
	November 8, 2016 at 7.30pm in Henley Community Centre	

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