



**Minutes of Henley Parish Council Meeting September 15, 2015
7.30pm Henley Community Centre**

Public Discussion	Cllrs John Field, John Whitehead and James Caston were present. Councillors' reports were presented and will be available on the website. It was reported that the police are no longer sending written reports but would attend when available and on duty. Information about crime statistics are available from the police website. Members of the public who were not able to attend had raised questions concerning the changed bus timetable, the condition of Clay Lane, the state of the Church Lane ditches and the smell coming from the pig farm. Clerk will contact the County transport team about why the new bus timetable is not in the bus shelter and the relevant farm concerning the ditches and smell. Clay Lane will be dealt with in the main agenda.	
	Present: Kevin Griggs (chair), Stephen Brock, Martin Redbond, Graham Doyle, Rod Caird (Clerk)	
1/150915	Apologies and Approvals of Absence	
	Bryan Marks and Keith Lawrance had sent apologies and their absence was approved.	
2/150915	Declarations of Interest and Requests for Dispensation	
	None	
3/150915	To approve as accurate the Minutes of the Meeting held on July 20, 2015	
	Approved	
4/150915	To discuss progress reports as follows:	
	Henley Square traffic signage: information is awaited as to when Highways will start work on the agreed traffic calming signage for Henley Square at a cost of £3,631.18, to be funded from Cllr Field's locality quality of life budget.	



HENLEY PARISH COUNCIL

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	<p>Vehicle Activated Sign on Main Road: it was agreed to contribute £500 to the cost of a VAS, shared between Henley and Hemingstone on an agreed schedule, with the balance of the cost together with two new posts in Henley to be funded from Cllr Field's budget. Clerk to follow up with Cllr Field and Hemingstone PC.</p> <p>Henley Square broadband provision: the proposed commercial relay service from the Community Centre has enough take-up to proceed and test transmissions will soon be carried out.</p> <p>Henley Primary School parking issues and proposed footpath from Community Centre car park: Martin Redbond reported this is supported by the school but two essential landowners are not willing to allow the path to be constructed on their land. In addition the cost would be very high (approx £40k). Further discussions will be held with MSDC officers about other solutions to the problem including a Respect Zone and policing.</p> <p>Clay Lane traffic and road condition following Highways dept meeting: no follow up has been received from the County Council since the site meeting with them and this is to be pursued by the Clerk. Cllr Field to inquire about coach sizes for the Otley College services.</p> <p>Improvements to Parish noticeboards at the bus stop and Henley Square: Clerk to research original invoice from the supplier of the bus stop noticeboard.</p>	
5/150915	To discuss progress on the Henley Christmas fair in 2015.	
	Chairman apologized for the intended December 5 date not being available and thanked Sue Hayes for work done so far. New date is December 12 and a PC committee will meet shortly to track progress re stall	

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	uptake, entertainment, catering etc.	
6/150915	To consider residents' concerns about tree removal at 52 Church Lane and the consequent temporary closure of The Drift and interruption of power supply	
	It was agreed to approach the MSDC tree officer in order to review tree preservation orders in the village generally and to pursue the issuing of a TPO on the oak tree on the edge of the property at 52 Church Lane and The Drift. Noted that proposed work on that tree is not proceeding as the contractor could not gain access to The Drift.	
7/150915	To discuss PCSO funding as requested by Cllr Whitehead at the meeting on July 20	
	It was agreed to contribute £1,500 towards the cost of the PCSO to be shared with Gt Blakenham, Barham and Claydon/Whitton. This would bring Henley approx 3hrs per week of PCSO time which could be deployed on the school parking problem and other concerns.	
8/150915	Payments due and financial report, including the external audit report from 2014/15 and whether the Council wishes to make Section 137 grants	
	<p>The bank reconciliation to date was signed, showing a balance including uncleared items of £18,382.36.</p> <p>Payments were made to Rod Caird (clerk pay, £138.60), Ladywell Accountancy (payroll, £48) and BDO (external audit, £120).</p> <p>The external audit had drawn attention to the need for minuted approval and adoption of standing orders and financial instruments; this would be on the next PC agenda.</p> <p>It was agreed to call for proposals for Section 137 grants to community groups.</p>	

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9/150915	Urgent matters to be brought to the attention of the Parish Council	
	Future development in Henley will be an item on the next PC agenda.	
10/150915	Date of Next Meeting	
	Tuesday November 10, 2015, at 7.30pm in the Community Centre.	