

Present: The Chairman, The Deputy Mayor, Councillor Mrs E Hodgkin  
Councillor T B Buckett MBE  
Councillor A J Follett Substitute for the Vice Chairman Councillor Dr B G Wood  
Councillor Mrs R Myer  
Councillor D Nimmo-Smith  
Councillor S R Smith  
The Mayor, Councillor Mrs G Zakss

In attendance: Mike Kennedy - Town Clerk

Also present: Mrs A Gliddon – Committee Administrator/Minute Taker  
One member of the press and one member of the public

**669. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Miss L Pye and Dr B G Wood

**670. DECLARATIONS OF INTEREST**

*Members are hereby reminded that, under the provisions of Part 2 of the Local Government Act 2000 (The Code of Conduct), a member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgment of the public interest. A member with a prejudicial interest in any matter must withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he has obtained a dispensation from the standards committee of the responsible authority; and not seek improperly to influence a decision about that matter. For the purposes of this Part (of the Act), "meeting" means any meeting of the authority; or any of the authority's committees, sub-committees, joint committees or joint sub-committees.*

Councillor A J Follett declared a personal and prejudicial interest in Minute no 677b. – member of the Lions Club.

Councillor Mrs E Hodgkin declared a personal interest in Minute No 677b. – husband is a member of the Lions Club.

**671. MINUTES**

The Minutes of the Meeting held on 24 February 2009 were approved by Councillors as a true record and signed by the Chairman, Councillor Mrs E Hodgkin.

**672. PROGRESS REPORT**

Councillors received and noted the Progress Report and made the following comments:

*Fortnightly Refuse Collections Min 629 (2.09.08)*

Councillor A J Follett reported that he and Councillor Dr B G Wood had given the One Stop Shop staff training on the new arrangements for waste collections. He requested that the Town Clerk gives a verbal update on complaints, comments received by the staff and how they were handled at future meetings of this Committee

Councillor S Smith advised that assurances had been given by District Council that flats and terraced properties where bags would be issued instead of wheelie bins would be notified prior to leaflets regarding bins being distributed. This had not happened and he was concerned that the One Stop Shop staff would be inundated by residents who were anxious that they would be required to use bins.

Councillor Mrs R Myer advised that she had taken part in early discussions at District Council where it had been agreed that on no account would flats and terraced houses be forced to take wheelie bins and would be provided with sacks. She had spoken with SODC staff and a Cabinet member who had given assurances that this remained the case and was due to meet with Mr Backley on the matter shortly.

Councillor S Smith advised that he and members of the Waste Action Group and South Oxfordshire District Council had walked the town, house by house and had made recommendations on which could accommodate bins and which should have sacks. He confirmed that in the case of Harpsden Road, some houses were capable of having bins and others would have sacks. Assisted collections had been arranged for the elderly. In the region of 500 properties in the town had been identified as not being able to accommodate wheelie bins. Councillor S Smith asked Councillor Myer to enquire why SODC had not sent the promised letter to householders who would be supplied with sacks and asked when this would be sent.

*Action: Councillor Mrs R Myer to contact SODC for above information*

Councillor T B Buckett advised that he had been informed by a member of the Conservative group that a trial of terraced houses in Wallingford would be carried out and that the member would report back. He had since received confirmation that no trial had in fact been carried out.

Councillor Mrs R Myers replied that the Conservative group at District Council had made the decision to exclude terraced houses and flats from having wheelie bins.

*Green Burials – Min 655 (20.01.09)*

Councillor G Zakss confirmed that a press release is currently being worked on.

*CLS Sports Contract – Min 631 (23.9.08) and Min 648 (2.12.08)*

Councillor Mrs E Hodgkin commented that it was good news that the floodlights were working again. This would be discussed later in the meeting.

**673. BUDGET**

Councillors received and noted the details of the budget monitoring report as at 31 January 2009.

**674. ALLOTMENT RENTS**

Councillors received and noted a report by the committee Administrator.

All Councillors agreed that it was an excellent report for which Linda Martin should be congratulated.

The Committee RECOMMENDS

- i. that that from 1 October 2009 the age qualification for concessions is raised from age 60 to age 65, and.
- ii. that from 1 October 2009 the concession rate is reduced from 50% to 33% and is only available for prompt payment (late payment means full amount is chargeable). Prompt payment is defined in the tenancy agreement as being within 40 days of the due date i.e. 1<sup>st</sup> October, and,
- iii. that rents are set for 1 October 2009 and 1 October 2010 at the rate set out in the table below, and,
- iv. that the increase in retirement age is phased in over the next 5 years i.e. those currently enjoying concessions continue to do so despite the fact they may not reach aged 65 until 2014. Those tenants aged 59 or under in 2009 will have to wait until they are aged 65 to qualify for concessionary rates.

**PROPOSED CHARGING SCHEDULE – HENLEY ON THAMES ALLOTMENTS**

	2005/06 £	2007/8 £	2008/9 £	Proposed 1 Oct 09/10 £	<i>Proposed 1 Oct 10/11 or fix at 2009/10 rate + inflation £</i>
5 poles	12	16	15	18	21
Concession @ 50%	6	8	7.50		
Concession @ 33%				12	14
10 poles	22	26	30	36	42
Concession @ 50%	11	13	15		
Concession @ 33%				24	28

**675. AFC HENLEY NEW PAVILION**

Councillors received and noted a proposal for re-siting the new pavilion following discussions with Henley Hockey Club, and made the following comments.

Councillor Mrs E Hodgkin advised that the matter had been put on hold pending confirmation that the Hockey Club had no objection to the proposal. The Town Clerk confirmed that this was the case.

The Committee RECOMMENDS

that Henley Town Council, as landlords, approve the proposal for re-siting of AFCHenley's, new Pavilion.

**676. FREEMANS MEADOW**

Councillors received and noted the following progress report on the site prior to the official opening of the new facilities.

**Progress to date**

1. Equipment installed and in use
2. Weekly programme for sweeping disabled roundabout to keep free of bark chippings
3. Fly tipping cleared from NW corner of field. This needs to be monitored as the resident in the house immediately behind appears to be the one throwing debris over his fence. Parks staff to investigate the address of the house so they can be written to and asked to desist.
4. Cuttings and other debris from the clearance work undertaken by the Parks Team have been removed
5. Signs provided by SODC and the Big Lottery Fund re funding for the project have been fixed at the Fairmile entrance
6. Gate and post on SE corner has been replaced
7. Football goal at North end of field has been re-aligned
8. Bricks from demolished wall removed
9. Ruts on the field filled in, flattened and re-seeded

**Still in Progress (to be completed by 18<sup>th</sup> April)**

1. Painting of younger children's swing
2. Ball catcher to be pressure washed and painted
3. Rotting bench at Fairmile entrance to be removed and replaced by new bench

Councillor Mrs E Hodgkin advised that, following installation of the new playground equipment, concerns had been raised regarding the condition of the area. She, the Committee Administrator and the Parks Service Supervisor had held regular meetings to ensure that all necessary work had been carried out prior to the official opening on Saturday 18 April.

Councillors noted the information and expressed thanks to Linda Martin for the report.

**677. FAIRMILE VERGES**

- a. Councillors received and considered the notes and recommendations of the Fairmile Working Group meeting held on 25 March 2009. Councillor Mrs Hodgkin advised that guidance is now needed from this Committee as to how unauthorised parking should be dealt with. The Working Group recommends either: regularisation of parking by making bays and charging an annual fee; or banning all parking and erecting bollards/fencing along the verges.

Some residents had expressed concerns about unauthorised parking on the Restricted Byway. The Town Clerk advised that one resident had contacted the Henley MP and the Chairman of the County Council to complain about unauthorised parking. The Town Clerk would be meeting the resident concerned for a face to face meeting shortly.

The Town Clerk was of the opinion that a great deal had been achieved in the past four months and the number of complaints had dropped. He referred to the following items listed in the report:

1. Registration of the verges with the Land Registry now complete
2. Unauthorised signs, particularly those placed by estate agents had been dealt with. A letter was sent to all estate agents and two offending boards were removed immediately.
3. A builders skip placed along the Fairmile has now been removed
4. The logs outside number 21 The Fairmile have now been removed.
5. All residents had been sent a further letter requesting their co-operation in keeping the character of the verges.
6. The owners of cars parked in the vicinity of number 21 were traced and asked not to park in the area.

With regard to the matter of the owner of number No 21 having been advised that he could purchase an easement to allow access to his property, the Town Clerk confirmed that no further correspondence had been received from the resident concerned. It was agreed that if an easement was granted the resident should be required to pay for works to protect the tree roots.

Councillor Mrs Hodgkin confirmed that work was continuing to trim hedging along the Fairmile. Councillor S Smith suggested that this should be completed before birds start nesting.

#### The Committee RECOMMENDS

that no further action be taken at this stage but that Councillor T B Buckett continues to monitor the situation and report any transgressions to the Clerk.

*Councillor A J Follett, having previously declared a personal and prejudicial interest, left the meeting for the following item*

- b. Councillors considered a request from Henley Lions to operate a car parking service during Henley Regatta

Councillor Mrs Hodgkin advised that the Lions had been granted the right to operate this service for a number of years, to regularise the situation and raise money for charities. Prior to this arrangement, people had parked indiscriminately and for free.

#### The Committee RECOMMENDS

that the Lions are granted permission to operate a car parking service during Henley Regatta to raise funds for charity.  
that this agreement is subject to the Parks Service Supervisor's confirmation that the grass is not too wet at the time.

*Councillor Follett rejoined the meeting.*

**678. SPORTS CENTRE**

- a. Councillors received and noted the notes of a meeting re floodlights held on 4 March and a report on the current position, and made the following comments.  
The Town Clerk advised that tests on the lighting were being carried out by Luminescence on the current evening. Henley Hockey Club had confirmed that readings were considerably improved and all lights were working. Lamps had been tilted up to improve the display of lights onto the pitch. He advised that the group had made great strides in moving the matter on. Luminescence would report on their findings this evening and he hoped to be able to give a verbal update to Full Council on 7 April. No further action would be taken in the meantime.

Councillor Smith enquired why Luminescence had not inspected the wiring.

The Town Clerk advised that Luminescence had been contracted to deliver the lighting using the existing hardware. They had not been charged to do anything with the columns. They will only give a guarantee on their own workmanship.

- b. Councillors received and noted the notes of the Sports Centre User Group meeting held on 13 March 2009.

Councillor Mrs R Myer enquired about the boilers and showers and the Town Clerk confirmed these were all now working.

The Town Clerk advised that the handover to CLS was now due to take place on Friday 3 April 2009. There were a number of issues still to be agreed but there would be no changes as far as users were concerned. The agreement with CLS would continue until the Town Clerk had presented to Council a report on proposals for the future management of the centre.

Councillor Mrs Hodgkin confirmed that the next meeting of the user group would be held at the Hockey Club on Friday 17 April 2009.

The Town Clerk confirmed that any outstanding issues regarding the lease of the land by AFC Henley and the Hockey Club would be addressed and that he would check the terms of the Hockey Club's lease regarding barbeques, fires and parking.

There being no further business the meeting closed at 8.20 pm

ahg

Chairman