

**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND A MEETING
OF
THE FULL COUNCIL**

to be held on

TUESDAY 11 AUGUST 2009

**FOLLOWING THE PRECEDING PLANNING MEETING
(WHICH COMMENCES AT 7:00PM)**

IN

**THE COUNCIL CHAMBER, TOWN HALL
HENLEY-ON-THAMES**



Mr M Kennedy
Town Clerk
6 August 2009

The Mayor, Councillor Mrs E Hodgkin
The Deputy Mayor, Councillor Mrs J Wood
Councillor Mrs J Bland
Councillor T B Buckett, MBE
Councillor Mrs G M Dodds
Councillor A J Follett
Councillor C W Gibson
Councillor Miss L M Hillier
Councillor Mrs R Myer
Councillor D R Nimmo Smith
Councillor C I Pye
Councillor Miss L H Pye
Councillor Dr P J Skolar
Councillor S R Smith
Councillor Dr B G Wood

Members are reminded to sign the attendance book.

AGENDA

1. **APOLOGIES FOR ABSENCE**
TO RECEIVE apologies for absence.
Apologies received from Councillors T B Buckett MBE and Dr P J Skolar
2. **RESULTS FOLLOWING THE BY-ELECTION ON 30 JULY 2009 HENLEY NORTH WARD**
TO RECEIVE notification that the successful Town Councillor for the Henley North Ward, following the By-Election on 30 July 2009, is Councillor Ian Reissmann.
3. **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.
4. **MINUTES**
TO APPROVE the Minutes of the Full Council Meeting held on the 21 July 2009 (attached).
5. **PUBLIC QUESTION TIME**
Public questions - a period of up to but no longer than 20 minutes to receive questions from members of the public.
NB: attention is drawn to the Council's Code of Practice relevant to Public Question Time (a copy is attached to the agenda).
6. **PROGRESS REPORT**
TO RECEIVE a report on progress (attached).
7. **DISTRICT COUNCILLOR REPORTS (max 10 min total)**
COUNTY COUNCILLORS REPORTS (max 10 min total)
TO RECEIVE reports from District and County Councillors.
8. **FEEDBACK FROM REPRESENTATIVES OF OUTSIDE BODIES (max 5 min total)**
TO RECEIVE a verbal report from the Mayor, Councillor Mrs E Hodgkin, on the Citizens Advice Bureau
9. **MAYOR'S REPORT**
TO RECEIVE a report from the Mayor for the period 17 July – 6 August 2009 (attached).
10. **EXCLUSION OF THE PUBLIC AND THE PRESS**

It is proposed by the Chairman

that the public and the press be excluded from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential.

11. **ONE STOP SHOP / VISITOR INFORMATION CENTRE**
TO RECEIVE a report from the Town Clerk regarding the reconfiguration of the Town Hall to accommodate the Visitor Information Centre and the Commercial letting of the ground floor of the Barn (attached).

js

Mr M Kennedy
6 August 2009

HENLEY-ON-THAMES TOWN COUNCIL

CODE OF PRACTICE - PUBLIC QUESTION TIME

- Public Question Time for a period of up to but no longer than 20 minutes
- All questions shall be directed to the Mayor/Chairperson who will respond/or delegate to appropriate Chairman of Committee or councillor or decide that the matter will be dealt with by written response.
- Questions from the town's electors/businesses will take priority and will be on the basis of one question per elector/business present then time permitting more questions, again on a rotation basis.
- All questions should be relevant to the Town Council's policies and decisions.
- Questions of a personal nature will not be allowed.

NOTE: None of the aforementioned shall obviate Councillor's rights under Standing Orders or the National Code of Local Government Conduct.