

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

to be held on

TUESDAY 21 JULY 2009 AT 7.30 PM

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

Mr M Kennedy
Town Clerk
16 July 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 Councillor T B Buckett MBE

2. 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.

3. MINUTES

TO APPROVE the Minutes of the Full Council Meeting held on the 16 June 2009 (attached).

4. 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).

5. PROGRESS REPORT

TO RECEIVE a report on progress (attached).

6. DISTRICT COUNCILLOR REPORTS (max 10 min total)

COUNTY COUNCILLORS REPORTS (max 10 min total)

TO RECEIVE reports from District and County Councillors.

7. FEEDBACK FROM REPRESENTATIVES OF OUTSIDE BODIES (max 5 min total)

TO RECEIVE any reports submitted or previously notified.

None received.

8. MAYOR'S REPORT

TO RECEIVE a report from the Mayor for the period 16 June – 16 July 2009 (attached).

9. REPORTS OF COMMITTEES

TO RECEIVE the Reports of the Committees:-

- i) Planning Committee – 23 June 2009 (previously circulated)
- ii) Planning Committee – 14 July 2009 (attached)
- iii) Recreation and Amenities Committee – 23 June 2009 (previously circulated)
- iv) Town and Community Committee – 30 June 2009 (attached)
- v) Finance Strategy and Management Committee – 7 July 2009 (attached)
- vi) Townlands Steering Group Committee – 6 July 2009 (attached)

10. MANAGEMENT OF SMALL CHRISTMAS TREE SCHEME

TO CONSIDER the recommendation from the Christmas Decorations Sub Committee meeting held on 9 July 2009, Minute 273 (Minutes attached) that:

- (i) *Henley Partnership takes over managing the small Christmas tree scheme from Henley Town Council on an ongoing basis and that they should seek competitive tenders, and*
- (ii) *This item be placed as an agenda item at the next Full Council meeting held on 21 July 2009, and*
- (iii) *Final arrangements relating to the use of the brackets and electrical adapters to be agreed between both parties. (Sub Committee to be given delegated powers to progress agreement with Henley Partnership).*

11. CHANGES TO TRAFFIC REGULATION ORDERS RELATING TO LOADING AND DISABLED PARKING PROVISIONS IN HART AND BELL STREETS AND LOADING/UNLOADING RESTRICTIONS IN BELL AND DUKE STREETS

TO CONSIDER letter received from Oxfordshire County Council dated 30 June 2009 (attached) regarding the introduction of Disabled Persons Parking Place as follows:

- (i) Hart Street (north side) to introduce a 13.2m Disabled Persons Parking bay at the west end of the road, resulting in the existing areas of Residents Parking and Pay and Display being adjusted accordingly.
- (ii) Bell Street (west side) to introduce a Disabled Persons Parking bay outside No 25 thereby reducing by 6.6m the area of '1 hour Vehicle Loading Bays'.
- (iii) To amend the time permitted for loading and unloading in vehicle loading bays in Bell Street and Duke Street from '1 hour' to '10 minutes' (with no return within 1 hour), making enforcement more practicable.

12. GAS MAIN WORKS REQUESTED BY SOUTHERN GAS NETWORKS TO LAND ADJACENT TO FAIRMILE

TO CONSIDER letter received from Southern Gas Networks dated 3 July 2009 and report (both attached) regarding forthcoming works in October 2009 to reinforce the local gas mains and 255 metres of low pressure gas main across land owned by Henley Town Council on the Fairmile.

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Mr M Kennedy
16 July 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.