

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

to be held on

TUESDAY 3 MARCH 2009 AT 7.30 PM

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

Mr M Kennedy
Town Clerk
26 February 2009

The Mayor, Councillor Mrs G M Zakss
The Deputy Mayor, Councillor Mrs E Hodgkin
Councillor Mrs J Bland
Councillor T B Buckett, MBE
Councillor A Elliott
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
Councillor Mrs J Wood

Members are reminded to sign the attendance book.

AGENDA

1. APOLOGIES FOR ABSENCE

TO RECEIVE apologies for absence.

Apologies for absence received from the Mayor, Councillor Mrs G Zakss and Councillor Dr P Skolar.

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 27 January 2009.

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 (attached).

9. REPORTS OF COMMITTEES

TO RECEIVE the Reports of the Committees:-

i) Planning and Transport Committee – 3 February 2009 (previously circulated)

ii) Planning and Transport Committee – 24 February 2009 (attached)

- iii) Town Management – 10 February 2009 (previously circulated)
- iv) Finance and Administration Committee – 17 February 2009 (previously circulated)
- v) Best Value and Facilities Management – 26 February 2009 (attached)
- vi) Townlands Steering Group – 22nd January 2009 (attached)

10. RESOLUTIONS MOVED ON NOTICE

In accordance with Standing Order number 17:

TO RECEIVE AND CONSIDER the following Notice of Motion received from Councillor Miss L Hillier on 25 February 2009.

"This Council supports the return of Mr Seylani-Zadeh's mobile catering business formerly based in the Greys Road Car Park and authorises the Town Clerk to make representations to SODC in the following terms: Mr Seylani-Zadeh is happy for this to be under whatever terms SODC deem appropriate. It has been suggested that it is initially for a trial period of six months with a closing time of 11.00pm"

11. WEST STREET STORES RENTAL

TO APPROVE the rental of West Street Stores to a local artist for storage and studio purposes at a rate of £280.00 per calendar month commencing from the 1 April 2009.

12. MEMBERSHIP TOWN MEDAL COMMITTEE

Nominations have been received for the Town Medal. At the Annual meeting membership of the Committee was not agreed. The Committee comprises of at least five Councillors, one of whom shall be the Mayor.

Proposal: To appoint a Town Medal Committee consisting of five members to be convened by the Mayor at a convenient date and time before the end of this local government year.

13. MAYOR & DEPUTY MAYOR ELECT

TO CONSIDER nomination for position of Mayor and Deputy Mayor Elect.

Nominations received for Mayor Elect 2009/10
Councillor Mrs E Hodgkin

Nominations received for Deputy Mayor Elect 2009/10
Councillor Mrs J Wood

14. HENLEY STANDARD

TO CONSIDER a proposal supported by the Informal Chairs Steering meeting held on 5 February that the Town Clerk writes a monthly / bi-monthly feature on Town Council matters to be published in the Henley Standard (draft article for March attached).

15. VARIATION OF COMMITTEE MEETING TIMES

(Standing Item)

TO CONSIDER varying the start time of any of the Standing Committees during the following cycle.

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Mr M Kennedy
26 February 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.