

Present: Deputy Mayor, Councillor Mrs E Hodgkin (presiding)
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 D Nimmo-Smith
Councillor C I Pye
Councillor Miss L H Pye
Councillor S Smith
Councillor Dr B G Wood
Councillor Mrs J Wood

In Attendance: Mr M W Kennedy – Town Clerk
Miss J Smith – Minute Taker / Committee Administrator
Mr J Churchill-Coleman – Acting Town Sergeant

Also Present: 1 member of the press
8 members of the public

Before the meeting commenced, the Town Clerk read out the fire evacuation procedure.

4066. **APOLOGIES FOR ABSENCE**

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

4067. **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.

In addition to those already declared in the minutes of the relevant Committees:

Councillor A J Follett – Agenda Item No. 11, West Street Stores – personal and prejudicial – member of the Lions Club of Henley-on-Thames.

Deputy Mayor Mrs E Hodgkin – Agenda Item No. 11, West Street Stores – personal interest – wife of a member of Lions Club of Henley-on-Thames.

4068. **MINUTES**

The Minutes of the meeting of Full Council held on the 27 January 2009 were approved and signed by the Deputy Mayor, Councillor Mrs E Hodgkin, as a true record.

4069. **PUBLIC QUESTION TIME**

Mr K J Arlett – Elizabeth Road

Referred to the Financial and Management Investment reports from previous minutes. The subsequent article in the Henley Standard had claimed that Henley Town Council (HTC) had “lost £1M.” He asked who was accountable for the loss of this money.

Responding, Councillor Dr B Wood pointed out that HTC has not made a loss on investments. This would only happen if these investments were sold. HTC has no intention of cashing in on its investments during the current economic climate. He advised Council that a strategy had been put in place so that HTC does not have to draw down on investments in 2009/10. He went on to say that our Investment Brokers act on the HTC’s behalf, but that he takes ultimate responsibility as Chair of the Finance and Administration Committee for the Council’s finances.

Mr D Ellis – Sherwood Gardens

Mr Ellis stated he had seen the article in the Henley Standard regarding the proposed improvements to the Leichlingen Pavilion. Since the Council has no money to pay for these works he wondered what was the point of paying an architect to draw up proposals.

Councillor Dr B Wood advised Members that the cost to upgrade the toilets and make improvements to the Pavilion would be £250,000. He advised that a meeting had been set up with Mrs Jayne Bolton, Grants Manager at South Oxfordshire District Council (SODC) to discuss in more detail applying for a Community Investment Fund in 2010. Only a Feasibility Study had been drawn up at this stage; any proposals would be taken through Town Management Committee and Full Council. He confirmed that no HTC money had been spent on this concept or study. Councillor Dr B Wood advised that the idea of making improvements to the Pavilion is important for attracting tourists to the town and hoped that these improvements could be done prior to the 2012 Olympics.

Mr K J Arlett

Mr Arlett referred to item 1819 (iii) – Parks Service - Finance and Administration Committee Minutes of the 17 February 2009. He reported that there were still large pot holes in Mill Meadows car park; play equipment in Mill Meadows are covered in graffiti and the benches in Red Lion Lawn and Singers Park are in need of attention; the Town Hall windows need painting and the outside to the Day Centre is in disrepair.

Deputy Mayor, Councillor Mrs E Hodgkin responded that the graffiti on the play equipment in the children’s play area had not been removed as it is due to be removed in a few weeks time when work is started on the playground. She went on to say that painting to the Day Centre is on hold until the spring because of the unsettled weather conditions. Red Lion Lawn had recently suffered vandalism and that work was in progress to rectify this.

Mr D Ellis

Mr Ellis stated that he was pleased that the Deputy Mayor, Councillor Mrs E Hodgkin had confirmed that the Day Centre would be painted in the spring and that the Day Centre was paying for this to be done even though it was Town Council property.

Mr K J Arlett

Mr Arlett referred to Minute 3994 from the Full Council Minutes of the 15 July 2008 concerning Declarations of Interest and Councillor Dr B Wood's statement regarding a potential breach of planning. He sought an apology from Councillor Dr B Wood, otherwise he intended to make an official complaint.

Councillor Miss L Hillier entered the meeting at 19:45.

Councillor Dr B Wood confirmed that in his statement presented to Full Council on the 12 August 2008 he had prefaced his remarks with the word 'if' there had been a breach to planning. He went on to say that a lot of water had gone under the bridge and was delighted that HTC are conforming to planning regulations.

Councillor D Nimmo-Smith called for a Point of Order and referred to the Code of Practice for Public Question Time and reminded Council 'questions of a personal nature will not be allowed,' whereupon Deputy Mayor, Councillor Mrs E Hodgkin declared that there would be no further questions on this subject.

Mr I Reissmann - River Terrace

Mr Reissmann congratulated HTC for the wonderful display of crocuses and snowdrops on the Reading Road.

Deputy Mayor, Councillor Mrs E Hodgkin thanked Mr Reissmann for his comment. Councillor A Follett advised that the entire bulb planting had been undertaken by volunteers in conjunction with members of the Allotment Association.

Mr K J Arlett

Mr Arlett asked whether the Council has a policy on 'A' Boards.

Councillor Dr B Wood advised and that he had prepared a report "A Boards, A Reasoned Approach." This would be presented to the next meeting of the Town Management Committee.

4070. **PROGRESS REPORT**

Members had before them a progress report on the following matters, copy having been issued. The Council was apprised of the latest developments.

Funding of One Stop Shops – Minute 4060 – 27 January 2009

Councillor D Nimmo-Smith advised that he had received the statistics for the Town Hall's One Stop Shop from the Town Clerk and would be speaking to the County Council about possible funding opportunities.

Councillor Dr B Wood asked that an item be added to the Progress Report on the attendance of Councillors at Council and Standing Committees. This report was an item that was agreed to be presented by the last Town Clerk.

Councillor Hillier stated that she thought this was a pointless exercise and failed to see what purpose it served.

Town Clerk's note: Finance and Administration Committee 1.7.08 (Minute 1762 ii), approved at Full Council 15.7.08 (Minute No 3994), stated that "details should be published on an annual basis to show the number of Committees and Sub Committees each Councillor sits on and their percentage attendance rate."

Review on yellow lines in and around the town – Minute 4058 – 27 January 2009
Councillor D Nimmo-Smith informed that Oxfordshire County Council (OCC) will be conducting a formal consultation in June 2009.

Weed killing (Minute 1866 from Town Management Meeting 1 October 2008 – Full Council Minutes 4046 – 9 December 2008 and 4060 27 January 2009
Councillor D Nimmo-Smith revised that the amount allocated to Oxfordshire for weed killing to £375,000 from £300,000.

Councillor Mrs J Wood asked if we do not get any of the £375,000 towards weed killing will OCC be doing this.

Councillor D Nimmo-Smith advised that OCC has a statutory duty to do weed killing and that the new budgets come in to effect from the 5 April 2009, but that OCC have not yet worked out the order of priority for weed killing in Oxfordshire.

Buses being diverted during Henley Royal Regatta week – Minute 3989 – 15 July 2008

Councillor D Nimmo-Smith advised that he had spoken to OCC and that the bus routes were the responsibility of the operators.

Deputy Mayor Councillor E Hodgkin stated that she felt it was down to the operators to clearly inform members of the public if there are any changes to the bus timetables and routings and that this was not the responsibility of HTC.

4071. **DISTRICT/COUNTY COUNCILLOR REPORTS**

The Council received the following verbal reports from District and County Councillors.

District County Councillor reports:

District Councillor Mrs J Bland advised and the following items were discussed:

- Bell Street Furniture - £3,500 had been allocated for new street furniture in Bell Street.
- SODC website – currently promoting government incentives – eg ‘What to do when facing Redundancy.’
- Recession Networking Event – 12 March 2009.

District Councillor T Buckett advised that there had been a breakdown in communicating the Town Council's comments on planning applications to SODC Planning. The situation has now improved since he now speaks with Ms Paula Fox, Senior Planning Officer at SODC on a daily basis.

District Councillor T Buckett advised that he was very disappointed at Councillors attendance at the last South Oxfordshire District Council (SODC) meeting

especially in light of the forthcoming important changes to the town's revised waste/recycling arrangements.

Councillor S Smith asked District Councillors why a 60ft tree with a 3ft girth had been cut down in Mount View and when was the CCTV camera in the Kings Road car park going to be reinstalled as this camera had been lying in Kings Road car park since its resurfacing.

District Councillor Mrs J Bland confirmed that she would take up the issue regarding the felling of the tree in Mount View with Mr Martin Gammie at SODC to find out why this tree had been removed.

Deputy Mayor, Councillor Mrs E Hodgkin asked that District Councillor Mrs J Bland investigate when the CCTV camera is due to be reinstalled.

Councillor Dr B Wood advised District Councillors that he had received a complaint from Mr Cole, 22 Lovell Close regarding infestation of rats in his garden and SODC had quoted £25 call out charge.

District Councillor Mrs J Bland advised that the rat population was on the increase. This was a huge problem and one of the reasons why rat control had been outsourced. Councillor Mrs J Bland confirmed that she would take Mr Cole's case up with SODC.

County Councillor reports:

County Councillor D Nimmo-Smith reported on the following matters:

- Review of Market Towns – had been published and it is a review of the local sustainability of market towns.
- Oakley Wood Recycling Centre – shutting for three months and that Oxfordshire County Council (OCC) is talking to SODC about taking up the slack during this closure. Oakley Wood would be reopening at the beginning of June in line with the introduction of the new revised waste/recycling arrangements.
- Bell Street Pavements – work is still scheduled to finish four days after Easter.
- St Andrews Road – gas works are planned for the Monday, 6 April 2009.
- Reading Road – one day closure planned for Sunday, 29 March 2009.
- Henley Standard article from 27 February 2009 issue regarding fire fighters restricted hours of work – County Councillor D Nimmo-Smith advised that he was talking with the County's Chief Fire Officer who had confirmed that this would not have any effect on the fire service in Henley.
- Road Reports – asked Members if all Road Reports had been submitted because OCC were currently temporarily filling the pot holes that had increased in size due to the recent bad weather.

Councillor T Buckett asked if the road surfacing in Vicarage Road and Hamilton Avenue was only a temporary measure as the state of the work carried on the

25 February was a complete mess with the existence of old and new tarmac due to the vehicles being parked in the road at the time of resurfacing. He pointed out that the road signs for resurfacing had only gone up on the morning of the 25 February which had not given the public any warning of these planned works, therefore, cars had parked in these roads. Councillor T Buckett stated that the quality of workmanship of the contractor was appalling and would not last and he hoped that this was only a temporary measure.

County Councillor D Nimmo-Smith confirmed that he would check with OCC to find out when more work is to be carried out in these roads.

Councillor S Smith asked that if Oakley Wood is closed for three months what are people expected to do in the interim.

Councillor Dr B Wood advised that from 8 June 2009, the start of the new revised waste/recycling arrangements, Henley would also lose the community waste vehicle available at the station car park. He stated that it is costing HTC £18,000 on waste collection (including fly tipping) and that Henley residents still need a community waste vehicle in Henley.

County Councillor D Nimmo-Smith confirmed that the closure of Oakley Wood Recycling Centre will be reopened to coincide with the new revised waste/recycling arrangements on the 8 June 2009.

4072. **FEEDBACK REPRESENTATIVES ON OUTSIDE BODIES**

Councillor Dr B Wood asked that Members who represent outside bodies should ask that their organisations who are supported by the Council should provide their audited accounts on an annual basis.

4073. **MAYOR'S REPORT**

Members had before them the list of Mayoral engagements from 27 January 2009 to 25 February 2009 inclusive, copy attached to the Minutes.

4074. **REPORTS OF COMMITTEES**

- (i) The Minutes of the meeting of the Planning and Transport Committee held on 3 February 2009 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Planning and Transport Committee held on 3 February 2009 and the recommendations therein be received, approved and adopted.

Arising from the report:

Planning and Transport Committee - Minute 3730 – Objections – 3 February 2009

Councillor A Follett proposed that HTC is already due a visit from the Planning Officer from SODC and highlighted the problem of Town Council representation at meetings of SODC Planning Committee. He suggested that a better system needs to be introduced for alerting Members of when planning applications are to be discussed at SODC in order that the Town Council's objections to planning applications can be made in person.

Councillor A Follett also stated that it was not clear to Parish and Town Council when applications are to be determined by the officers under delegated powers, for example, POE1386 did not come to the 18 February SODC Planning Meeting, because it was classed as 'Other', but in fact it should have been on the agenda for this Committee. Councillor A Follett read an email out from Mr T Wyatt and asked if other Members were aware of the position. He wanted to ask SODC why this situation had arisen.

Councillor C Gibson advised that SODC were currently fast-tracking planning objections in order to meet statistics set by central government. In addition, the Town Council does not have a Town Council Member sitting on the HTC Planning Committee as in the past, therefore, there is not proper representation from Town Council at every SODC planning meeting. He suggested that Councillor Mrs J Bland sits in the public gallery at these meetings.

Councillor Mrs J Bland confirmed that when a planning application is rejected she hoped that Councillors would attend the relevant SODC planning meetings. She also stated that the SODC Legal and Democratic department have advised District Councillors not to attend meetings of town/parish councils when considering planning applications as this could fetter their interest.

Councillor C Pye advised that this item would be considered by Planning and Transport on 10 March 2009. He asked Members whether they wanted a senior officer from the Conservation / Planning General or Enforcement section to attend.

Councillor T Buckett suggested a senior officer from the Planning General section. It was

RESOLVED that a senior member of the Planning General section attends the meeting of the Planning and Transport on 10 March 2009 to discuss the introduction of a system of alerting Members of when planning applications are to be discussed at SODC in order that the Town Council's objections to planning application can be made in person.

Action: Committee Administrator for Planning and Transport to liaise with Ms Paula Fox from SODC to arrange for a senior member of the Planning General department to meet with HTC Councillors.

- (ii) The Minutes of the meeting of the Planning and Transport Committee held on 24 February 2009 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Planning and Transport Committee held on 24 February 2009 and the recommendations therein be received, approved and adopted.

Arising from the report:

Planning and Transport Committee – Minute 3747 - P09/E0056 and P09/E0066 – 24 February 2009

Councillor T Buckett requested that an additional Councillor should also attend the SODC Planning meeting on the 11 March 2009 when these applications will be discussed.

Councillor Miss L Hillier confirmed that although she has a Declaration of Interest in respect of Hobbs of Henley Limited, she had represented the Town Council before in respect to prior applications.

- (iii) The Minutes of the meeting of the Town Management Committee held on 10 February 2009 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Town Management Committee held on 10 February 2009 and the recommendations therein be received, approved and adopted.

Arising from the report:

Town Management – Minute 1954 – Budget – 10 February 2009- Mooring Fees

Councillor A Follett raised his concern regarding the increase in temporary moorings charges for 2009/10 from £8.00 per night to £8.50. He believed this increase does not help to encourage temporary (overnight) moorings and proposed that the recommendation is not support by Council 2008/09 charges be held for 2009/10.

Councillor Dr B Wood urged Members to resist this proposal as the costs for Marsh and Mill Meadows are already not covered. More money is needed to run these facilities to avoid cashing in any investments in 2009/10. He advised that there is already a deficit of £4,000 and asked how the Town Council proposed to fill this deficit, especially in light of the Council's recent decision not to make charges at Mill Lane car park.

Councillor Mrs J Wood reiterated that not having any income from Mill Lane car park and not increasing temporary mooring charges is not helping to find monies to meet this deficit.

Councillor T Buckett asked if the temporary mooring fees increase during the Henley Regatta.

Deputy Mayor Councillor Mrs E Hodgkin confirmed that all mooring rates increase during the Henley Regatta.

Councillor Miss L Hillier agreed with Councillor Follett's proposal.

Councillor A Follett understood what Councillor Dr B Wood was saying, but by adding 5% to the temporary mooring charges would not make up the £4,000 only around £200. He reiterated that increasing the charges will not help to attract boats to Henley.

It was proposed by Councillor A Follett, seconded by Deputy Mayor, Councillor Mrs E Hodgkin that

the increase in temporary mooring charges for 2009/10 from £8.00 per night to £8.50 an increase of 50p are not implemented and remain at the 2008/09 levels.

The motion was declared lost whereupon, it was

RESOLVED that the increase of temporary mooring (overnight) charges for 2009/10 is implemented at a rate of £8.50 per night from the 1 April 2009.

Town Management – Minute 1954 – Budget – 10 February 2009 – Car Parking Charges

Councillor A Follett proposed that the recommend increases in parking charges of 50p for 2 hour; 4 hour and over 4 hour parking in Mill Meadows car park be not introduced, but that the introduction of an hourly charge of £1 from Monday-Friday and £1.50 for Saturday and Sunday be implemented.

Councillor Dr B Wood advised that the budgeted income for Mill Meadows car park for 2009/10 has been increased by £6,000. He apologised for being avaricious, but by not increasing these charges and ensuring that these charges are collected (*addressed to Town Clerk to enforce*) the Town Council would not meet its budget. He reiterated that the Town Council would be in dire straits if investments need to be cashed in during 2010. Councillor Dr B Wood also stated that in the past when these car parking charges had been frozen that the Town Council is still paying for the loss in revenue. Councillor Dr B Wood did, however, support the hourly charge as proposed.

The proposed, Councillor A Follett agreed to take the motion in two parts.

It was proposed by Councillor A Follett, seconded by Councillor Miss L Hillier that the increase in car park charges for 2009/10 be not implemented and remain at the 2008/9 levels.

The motion was declared lost whereupon, it was

RESOLVED that the increase in car park charges for 2009/10 be adopted and implemented from 1 April 2009.

It was further

RESOLVED that the introduction of an hourly charge of £1 from Monday-Friday and £1.50 for Saturday and Sunday be implemented at Mill Meadows car park from the 1 April 2009.

Town Management - Minute 1955 – Police – 10 February 2009

Councillor D Nimmo-Smith referred to Greys Road car park and the fact that he had noticed an increase in the number of cigarette ends that are lying around the entrance to the night club even though there is a cigarette bin. He added that licensing for this night club is currently the same license granted for cafes and restaurants. However, he hoped central government would soon introduce a new category requiring establishments with adult entertainment to be licensed separately and he then hoped that SODC will be reinforcing this when granting future licences.

Town Management - Minute 1956 – Leichlingen Pavilion – 10 February 2009

Councillor D Nimmo-Smith stated that he would have expected to see a Recommendation rather than just an Action minuted.

Councillor Dr B Wood advised that a meeting has been arranged with Ms Jayne Bolton, SODC Grants Manager for 4 March 2009 to gain her advice on whether the Feasibility Study prepared by Robert Rigby Architects Ltd for the renovation for the Pavilion would meet the category for a Community Investment Funding. If there was a strong case that funding would be received then a proposal would be brought before the Town Management and the Full Council.

Councillor D Nimmo-Smith asked if the Bowls Club had been consulted.

Councillor Dr B Wood reiterated that at the moment it was a Feasibility Study and if there was a strong case for funding after the meeting with Ms Bolton then as part of the grant application process there would be a thorough consultation process involving the public and all effected parties.

- (iv) The Minutes of the meeting of the Finance and Administration Committee held on 17 February 2009 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Finance and Administration Committee held on 10 February 2009 and the recommendations therein be received, approved and adopted.

Arising from the report:

Finance and Administration Committee – Minute 1811 – Finance – 17 February 2009 item (vi) Fees and Charges

Councillor Miss L Hillier expressed concern that the proposed increased in Fees and Charges were inconsistent. She proposed that the report should go back to the Finance and Administration Committee to be redrafted to show a consistent approach as to how the increases had been calculated.

Councillor Dr B Wood stated that the HTC Accountant, Mr C Whitehead had done a wonderful job and all the numbers in this report had been thoroughly worked against the 2009/10 budget and if we did not put these fees and charges up there would be a deficit of £14,000.

It was proposed by Councillor Miss L Hillier, seconded by Councillor A Elliott that

the Fees and Charges paper presented at the Finance and Administration Committee meeting on the 17 February 2009 should go back to the Finance and Administration Committee to be redrafted to show a consistent approach as to how the increases had been calculated.

The motion was declared lost whereupon. It was

RESOLVED that revised Fees and Charges outlined in the agenda paper be adopted save for the Upper Market Place Parking where the 2009/10 cost should be restricted to £660/year.

Finance and Administration – Minute 1814 – Insurance Premiums – 17 February 2009

Councillor D Nimmo-Smith asked have all options been explored with respect to the renewal of the Town Council's insurance premiums.

Councillor Dr B Wood confirmed that the HTC Accountant, Mr C Whitehead had done an excellent job with carrying out research for these new insurance premiums and had in fact saved the Town Council £10,700. He added that Wallingford Town Council had seen Mr Whitehead's report and would be using his research when renewing their insurance premiums.

- (v) The Minutes of the meeting of the Best Value and Facilities Management Committee held on 24 February 2009 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Best Value and Facilities Management Committee held on 24 February 2009 and the recommendations therein be received, approved and adopted.

Arising from the report:

Best Value and Facilities Management Minute 660 – Progress Report – Freemans Meadow 24 February 2009

Councillor Miss L Hillier asked when the damaged made to Freeman's Meadow ground following works for the installation of the playground near to the adjacent houses was going to be rectified.

Councillor T Buckett asked the Town Clerk if the Town Council were delaying payment to the playground contractor until the damage to the ground had been rectified.

The Town Clerk confirmed that the Town Council was retaining £5,000 in lieu of the contractor making good the grounds.

Best Value and Facilities Management Minute 664 – Waste Action Group (WAG) - 24 February 2009

Councillor Dr B Wood stated that the removal of the Community Waste Vehicle is not acceptable as Henley has litter everywhere and this can only be made worse by removing this vehicle. He suggested that Members write to Councillor Mrs Ann Ducker at SODC and strongly oppose its removal.

Councillor Mrs J Wood advised that this was the first time Councillors had heard about the Community Waste Vehicle removal and how were Henley residents, without a car, going to take items to the waste amenity site. She stated that she was very disappointed not to have heard anything about the vehicle's removal from District Councillors.

Councillor T Buckett advised that the Waste Action Group held on the 16 February was the first District Councillors had heard of the vehicle's removal.

Councillor Mrs J Bland advised that she would take this matter up with the Environmental Services to ensure that this vehicle is not removed before the reopening of the Oakley Wood Recycling Centre in June 2009.

Councillor Mrs J Wood stated that not only do residents have to pay for rat catchers, but now there is nothing in Henley to dispose of large waste items.

Councillor T Buckett confirmed that from 8 June 2009 larger items can be disposed of in the grey bins.

Councillor S Smith advised that the information on the size of the bins is misleading and that you would struggle to get a household chair in a grey bin.

Councillor Miss L Hillier advised that larger items can be collected by SODC for a fee.

- (vi) The Minutes of the meeting of the Townlands Steering Group (TSG) held on 22 January 2009 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Planning and Transport Committee held on 16 December 2008 and the recommendations therein be received, approved and adopted.

Mr I Reissmann was invited to the table to give a verbal update following the last Full Council meeting held on the 27 January 2009.

Mr I Reissmann apologised that Councillor T Buckett; Mr I Reissmann and Mr D Smewing should have declared Declarations of Interest in the 22 January minutes and he would ask the Committee Administrator to amend these minutes accordingly.

Mr I Reissmann advised that an advert had been posted in the European Journal for potential bidders with a deadline of the 22 January 2009. There had been a large number of bidders responding which was very positive, but would delay the process by one week.

Mr I Reissmann stated that an amended timetable had been produced and is available to Members, it showed the bidding process now being complete by September 2009.

The Project Group is now taking over from the TSG going forward to handle the selection of the successful bidder, however, the TSG will be acting as a monitoring and scrutinising group during this process. He advised that there had been two more meetings since the TSG on the 22 January 2009.

Mr I Reissmann advised that the TSG had signed Confidentially Agreements and reminded Members to be careful before speaking to any potential bidders, as this could be detrimental to the Town Council and the whole bidding process. He advised that if Members are approached then they should raise this immediately with the Chairman of the Primary Care Trust.

4075. **RESOLUTIONS MOVED ON NOTICE**

Councillor Hillier advised that she had been approached by Mr Seylani-Zadeh's as the Ward Member for SODC. Police had expressed concerns with his application of reinstating his mobile catering business formerly based in the Greys Road car park. She stated that Mr Seylani-Zadeh had this business for well over 19 years and was looking for support from Members for the return of his mobile catering business into Greys Road car park.

It was proposed by Councillor Miss L Hillier, seconded by Councillor C Pye that

“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.”

The Notice of Motion was lost on the Deputy Mayor's casting vote.

4076. **WEST STREET STORES RENTAL**

Councillor A Follett having previously declared a personal and prejudicial interest in this matter left the Council Chamber and took no part in the decision.

The Town Clerk apologised that this item had been brought to Full Council but explained that a potential offer to rent the West Street Stores had been received by a local artist for storage and a studio commencing from the 1 April 2009 at £280.00 per calendar month. An early decision was required because a recommendation from Finance and Administration would not come before the next Full Council meeting on the 7 April 2009 and asked Members for their approval.

Councillor D Nimmo-Smith asked if the £280 per month included running costs.

The Town Clerk confirmed that it did not and that these would be the responsible of the party renting the premises. He confirmed that the asking rental had been £300 and that the Town Council had one previous offer from a local builder of £250, but that they wanted immediate occupancy.

Councillor Mrs J Bland asked if there would be a lease drawn up and when had a figure of £280.00 been decided.

Councillor Dr B Wood advised that this rental had been agreed by Miss Jules Samuels the previous Town Clerk.

Councillor T Buckett asked for the name of the artist as without a name he would not be able to vote in case there was a Declaration of Interest.

The Town Clerk did not have the artist's name to hand. It was

RESOLVED that the Town Council approves the arrangements for renting the West Street Stores to a local artist for storage and a studio commencing from the 1 April 2009 at £280 per calendar month.

Councillor T Buckett asked that his abstention from voting be recorded in the Minutes.

4077. **MEMBERSHIP TOWN MEDAL COMMITTEE**

Deputy Mayor, Councillor Mrs E Hodgkin advised that some nominations forms had been received for the Town Medal, but suggested that the date to receive nominations be extended to 10 March 2009 and that nominations be presented to the Town Medal Committee. It was

RESOLVED that Councillors Dr B Wood; T Buckett; Miss L Hillier; D Nimmo-Smith, Deputy Mayor, Councillor Mrs E Hodgkin and Mayor, Councillor Mrs G Zakss be appointed to serve on the Town Medal Committee.

Action: Meeting to be called by Town Medal Committee to consider nominations.

4078. **MAYOR AND DEPUTY MAYOR ELECT**

The Deputy Mayor, Councillor Mrs E Hodgkin vacated the Chair to Councillor T Buckett for the consideration of the position of Mayor Elect.

Councillor T Buckett in the Chair.

The Town Clerk stated that there had been no other nominations received for the position of Mayor and Deputy Mayor Elect.

Councillor T Buckett asked if nominations could be received at the table and the Town Clerk confirmed that this was the case. There being no further nominations. It was

RESOLVED that Councillor Mrs E Hodgkin be considered the Mayor Elect for 2009/10.

Deputy Mayor, Councillor Mrs E Hodgkin in the Chair.

Deputy Mayor, Councillor Mrs E Hodgkin called for nominations for the position of Deputy Mayor Elect. It was

RESOLVED that Councillor Mrs J Wood be considered Deputy Mayor Elect for 2009/10.

4079. **HENLEY STANDARD**

Members had before them a draft article prepared by the Town Clerk, in the first person, on Town Council news. The informal Chairs Steering meeting held on the 5 February 2009 had supported the idea of a regular news feature in the Henley Standard. It was

RESOLVED that the Town Clerk writes a regular feature for publication in the Henley Standard on Town Council matters, the article to be approved by the Town Mayor prior to publication

4080. **VARIATION OF COMMITTEE MEETING TIMES**

None.

The Deputy Mayor, Councillor Mrs E Hodgkin invited everyone present to join her for light refreshments in the Mayor's Parlour.

The meeting closed at 9:35pm.

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Deputy Mayor