

**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND  
A MEETING OF  
THE TOWN AND COMMUNITY COMMITTEE**

**to be held on**

**TUESDAY 18 MAY 2010 AT 7.30PM**

**in**

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

Mr M Kennedy  
Town Clerk  
11 May 2010

MEMBERSHIP: Councillor Mrs J Bland  
Councillor Mrs P G Buckettt  
Councillor Miss Hillier  
Councillor Mrs E Hodgkin  
Councillor Mrs R Myer  
Councillor Miss L Pye  
Councillor C I Pye  
Councillor I Reissmann  
Councillor S Smith  
Councillor Mrs J Wood

Members are reminded to sign the attendance book.

## AGENDA

1. **TO ELECT A CHAIRMAN**
2. **TO ELECT A VICE-CHAIRMAN**
3. **TO CONSIDER AND RE-ADOPT THE TERMS OF REFERENCE, SUBJECT TO ANY CHANGES THE COMMITTEE MAY WISH TO MAKE (SEE ATTACHED)**
4. **TO RECEIVE APOLOGIES FOR ABSENCE**
5. **TO RECEIVE 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 judgement 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.*

6. **PUBLIC PARTICIPATION SESSION**  
**TO RECEIVE** questions and comments from members of the public on any items included on the agenda. The session to last no longer than 10 minutes and each speaker to be limited to 2 to 3 minutes
7. **APPOINTMENT OF WORKING PARTIES SUB-COMMITTEES AND THE MEMBERSHIP THEREOF**  
**TO APPOINT** the Traffic Advisory Committee and the membership thereof

### **2009/10 Membership:**

Councillor Mrs E Hodgkin – Henley Town Council  
Councillor A Follett – Henley Town Council  
Councillor C W Gibson – Henley Town Council  
Councillor D Nimmo-Smith – Henley Town Council  
Councillor C I Pye – Henley Town Council  
Councillor Dr P J Skolar – Henley Town Council  
Mr P Ronald – Oxfordshire County Council  
Mr S Hill – South Oxfordshire District Council  
Mrs C Wood – South Oxfordshire ~District Council  
Mr D Clenshaw – The Henley Partnership  
Mr B Woods – The Henley Partnership  
Mr C Hulme – Thames Valley Police

8. **MINUTES**  
**TO APPROVE** the Minutes of the meeting of the Town and Community Committee held on 20 April 2010 (previously circulated).
9. **PROGRESS TO RECEIVE AND CONSIDER** a report on progress (see attached)

**10. BUDGET**

**TO RECEIVE AND CONSIDER**

- (i) the budget report to March 2010 (attached)

**11. CCTV MANAGEMENT GROUP**

**TO CONSIDER** the appointment of a Town Council representative on the CCTV Management Group (Town Clerk and one member representative required)

**12. THE OXFORDSHIRE PARTNERSHIP BOARD**

**TO CONSIDER** the appointment of a Town Council representative on the board of the Oxfordshire Partnership (see attached report)

**13. REGISTRATION OF TOWN HALL FOR MARRIAGE CEREMONIES**

- (i) **TO RE-CONSIDER**, the registration of Henley Town Hall for the conduction of marriage ceremonies; previously submitted to the Finance and Administration Committee on 16 September 2008 (see attached report)

**14. PROVISION OF BUS SHELTER IN HART STREET BY OXFORDSHIRE COUNTY COUNCIL**

**TO RECEIVE AND CONSIDER** the attached report

**15. HENLEY ACTION PLAN**

- (i) **TO RECEIVE AND NOTE** the notes of a Henley Action Plan Co-ordination meeting held on 14 April 2010 (attached).  
(ii) **TO RECEIVE AND CONSIDER** South Oxfordshire Market Towns Action Plan 2010–11 (sent by email to Councillors by the Town Clerk on 7 May 2010 – hard copies available on request).

**16. STREET LITTER IN HENLEY**

**TO RECEIVE AND CONSIDER** the attached report

**17. TRAFFIC ADVISORY COMMITTEE**

- (i) **TO RECEIVE AND CONSIDER** the minutes of the Traffic Advisory Committee meeting held on 20 April 2010 (attached)  
(ii) **SIGNAGE ON THE HIGHWAY** (*Minute 24, 20 April 2010 refers*)  
**TO CONSIDER** a suggestion from Oxfordshire Highways, that Henley Town Councillors provide a list of any directional signs in need of cleaning or which are obscured by foliage. List to be collated by the Committee Administrator and reported to Oxfordshire Highway.

**18. HENLEY INFORMATION CENTRE**

**TO RECEIVE AND CONSIDER** the attached reports:

- (i) a report on the HIF  
(ii) a report on footfall

**19. TEMPORARY ROAD CLOSURE AND WAITING RESTRICTIONS – HENLEY REGATTA 2010**

**TO RECEIVE AND NOTE** the attached letter from Oxfordshire Highways

M. Kennedy  
14 April 2010