



HENLEY-ON-THAMES
TOWN COUNCIL

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**MEMBERS ARE HEREBY INVITED TO ATTEND A MEETING
OF
THE HENLEY IN BLOOM / CIVIC PRIDE SUB COMMITTEE**

to be held on

**THURSDAY 12 SEPTEMBER 2019
AT 10.30 AM
in the**

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

Sheridan Jacklin-Edward
Town Clerk
6 September 2019

MEMBERSHIP:

The Chair, Councillor D Eggleton
The Vice Chairman, Councillor Kellie Hinton
The Mayor, Councillor Ken Arlett
Tuc Ahmad
Caroline Langler – Henley in Transition
Catherine Notaras - Henley Wildlife Group & Hedgehogs
Phil Simms – Henley Standard

IN ATTENDANCE:

Karl Bishop – Parks Manager
Kyle Dowling – Horticultural Park Warden/Senior Park Warden
Ilona Livarski – Conservation Park Warden
Becky Walker – Estates Manager
Judith Smith – Committee Administrator

Members are reminded to sign the attendance book.

AGENDA

1. APOLOGIES FOR ABSENCE

TO RECEIVE apologies for absence.

2. DECLARATIONS OF INTEREST

Members are hereby reminded that, under the provision of the Localism Act 2011 (Chapter 7, part 1) and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (S.I 2012/1464), a member with a disclosable pecuniary interest of which they are aware 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 disclosable pecuniary 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/she has obtained a dispensation from the Council, and not seek improperly to influence the decision about that matter.

3. 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 2-3 minutes.

- You may ask questions or make a statement on any item included on the agenda. The session, which is also open to Councillors who may have a personal and pecuniary interest on any item included on the agenda, will last for a period of up to 10 minutes (but capable of being extended at the Chairman's discretion).
- Questions from the town's residents will take priority, followed by property owners, businesses and then non-residents.
- All speeches shall last for no more than 2 to 3 minutes.
- If there are no statements or questions, or if all statements have been made or questions asked before the period of time allotted, the meeting will start to consider the remainder of its business. No further public questions or statements will be entertained at that meeting.
- If an answer to a question cannot be given at the meeting the Chairman may, at his/her discretion, arrange for a written answer to be given.
- The Chairman of the meeting will have complete discretion as to the order in which questions are taken and statements made. Supplementary questions may be asked at the Chairman's discretion.
- The Chairman of the meeting may rule that any public remarks are not appropriate and will not be accepted; for example if they are defamatory, frivolous or offensive. In such an instance the Chairman may disallow a question or statement or cut short a statement or discussion, or disqualify any member of the public from continuing to speak.
- Questions which require the disclosure of exempt or confidential information will not be answered.
- The Chairman of the meeting's interpretation of this procedure shall not be questioned and his/her ruling on any questions relating to this procedure shall be final.

4. MINUTES

TO APPROVE the Minutes of the Henley in Bloom / Civic Pride Meeting held on the 13 June 2019 (see attached).

Apologies received from The Mayor, Ken Arlett and Caroline Langler.

5. HORTICULTURAL CONTRACT

TO RECEIVE AND NOTE an update from Councillor Kellie Hinton, Chair of the Recreations and Amenities Committee regarding its consideration of the Horticultural Contract which has been advertised on the government website, Contracts Finder as it is due for renewal at the end of October 2019.

6. BUDGET UPDATE

TO RECEIVE, CONSIDER AND NOTE the budget to date (see attached).

7. **GWR FUNDING BID**
TO RECEIVE a report regarding a joint bid with the stations on the Henley Branch line to Great Western Railway's Customers and Community Improvements Fund to improve the visual amenity of the stations and **TO CONSIDER** Henley in Bloom contributing an amount towards the proposed floral/horticulture improvements at the Henley station (see attached).
8. **GARDENS OF HENLEY AND PUBS AND RESTAURANTS AWARDS EVENING**
TO CONSIDER allocating an amount (up to £500) from the Henley in Bloom budget to cover the cost of prizes and refreshments for the Gardens of Henley Awards Evening to be held Wednesday 9 October 2019.
9. **PROGRESS REPORT**
TO RECEIVE AND CONSIDER a report regarding progress on previously considered items (report attached).
10. **FUTURE PROJECTS**
TO RECEIVE AND CONSIDER suggestions from members for Henley in Bloom projects for 2020 and possible budget requirements. These may include:-
- supporting the **Chelsea Fringe in Henley 2020** and a possible collaboration between Henley in Bloom, the Chelsea Fringe and **Opera Prelude** (a local Henley charity) to raise awareness of all 3 organisations and promote enjoyment of horticulture
 - projects for **Schools in Bloom**
 - **Gardening Buddies/community gardening** projects
 - how to increase **volunteer** numbers and **sponsorship** opportunities
 - **conservation projects** – eg tree planting
 - a repeat of the **Seed Swap** event and possibly a “**How to Save Seeds**” scheme
 - litter picking events/initiatives including the **Henley Spring Clean** for which the suggested date is **Saturday 28 March 2020** - this avoids the school holidays and lies within the Keep Britain Tidy's Great British Spring Clean
 - **Christmas Tree shredding** – to note that the Parks Service have offered to once again run the Christmas Tree shredding at Mill Meadows in January 2020 – the proceeds to go to Henley in Bloom
11. **DATE OF NEXT MEETING**
TO APPROVE the date of the next meeting – Thursday 14 November 2019 or Thursday 9 January 2020 are suggested.

Sheridan Jacklin-Edward
Town Clerk
6 September 2019

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HENLEY ON THAMES TOWN COUNCIL

MINUTES OF THE HENLEY IN
BLOOM AND CIVIC PRIDE SUB
COMMITTEE MEETING HELD ON
THURSDAY 13 JUNE 2019
AT 9.30 AM IN THE
COUNCIL CHAMBER, TOWN HALL
HENLEY ON THAMES

Present: The Mayor, Councillor Ken Arlett
The Deputy Mayor, Councillor Dave Eggleton
Councillor Kellie Hinton
Catherine Notaras – Henley Wildlife Group & Hedgehogs
Phil Simms – Henley Standard

In Attendance: Karl Bishop – Parks Manager
Kyle Dowling – Horticultural Park Warden/Senior Park Warden
Ilona Livarski – Conservation Park Warden
Becky Walker – Estates Manager
Judith Smith – Committee Administrator

Also Present: Helen Gaynor – Friends of Freeman’s
Gillian Sanders – Chilterns Court Care Centre
Jan Sutton – Gardening Buddies

The Mayor, Councillor Ken Arlett took the Chair.

1. **ELECTION OF CHAIRMAN**

The Mayor, Councillor Ken Arlett called for nominations for the election of Chairman for the municipal year 2019 – 20.

Councillor Kellie Hinton proposed and The Mayor, Councillor Ken Arlett seconded that Councillor Dave Eggleton be elected.

There being no further nominations and following a vote, it was **RESOLVED**

that Councillor Dave Eggleton be elected Chairman of the Henley in Bloom Sub Committee for the municipal year 2019 – 20

Councillor Eggleton thanked members for voting him as Chairman and took the Chair.

2. **ELECTION OF VICE-CHAIRMAN**

The Chairman called for nominations for the election of Vice Chairman for the municipal year 2019 – 20.

The Chairman, Councillor Dave Eggleton proposed and The Mayor, Councillor Ken Arlett seconded that Councillor Kellie Hinton be elected.

There being no further nominations, and following a vote, it was **RESOLVED**

that Councillor Kellie Hinton be elected Vice Chairman of the Henley in Bloom Sub Committee for the municipal year 2019 – 20

3. **WELCOME**

The Chairman welcomed The Mayor, Councillor Ken Arlett, to the Sub Committee.

4. **TERMS OF REFERENCE**

Members received and noted the terms of reference for this Sub Committee. The Sub Committee noted that the Recreation and Amenities Committee have recommended to Full Council that the quorum be amended to 2 Councillors (to reflect 3 (rather than 4) Councillors sitting on the Sub Committee).

5. **APOLOGIES FOR ABSENCE**

Apologies were received from Tuc Ahmad and Caroline Langler.

6. **DECLARATIONS OF INTEREST**

None received.

7. **PUBLIC PARTICIPATION SESSION**

Helen Gaynor advised that Freeman's Meadow and Northfield End Green had been entered for Thames and Chiltern in Bloom as entries for the In Your Neighbourhood category. They would be judged on Tuesday 16 July; Northfield End at 4pm, Freeman's Meadow at 5pm followed by the Gainsborough Estate at 6pm. Residents and volunteers would be organised for a tidy up on Monday 15 July in preparation for judging. Helen Gaynor explained she was also attending the meeting to listen to Agenda Item 11, regarding the proposed funding of additional items for the upgrade to Freeman's Meadow playground.

8. **MINUTES**

The minutes of the Henley in Bloom/Civic Pride Sub Committee (HiB) held on 7 February 2019 were received, approved and adopted and were signed as a true record.

9. **CHILTERN'S COURT CARE CENTRE**

The Sub Committee welcomed Gillian Sanders, representing Chilterns Court Care Centre, who were seeking help and financial support to improve their communal garden. In particular, manpower was needed to re-site a large summer house in order for residents to be able to use it. An ornamental arch, hanging baskets and folding wooden tables would also greatly improve the garden for the enjoyment of residents. The Sub Committee agreed that this was a very worthwhile project to be involved with. The Conservation Warden suggested a collaboration day with residents on conserving wildlife, perhaps joining up with local schools. It was further suggested that hanging baskets left over from the schools project could be given to the centre for their garden.

After discussion it was **RESOLVED**

that £500 be allocated towards improving the Chilterns Court Care Centre communal garden

that Councillor Kellie Hinton become the Henley in Bloom liaison for the centre and undertake to organise an initial volunteer day at the end of June

After thanking the Sub Committee for their help and extended an invitation to all to visit their café and see the garden, Gillian Sanders left the meeting.

10. **BUDGET UPDATE**

- i. The Sub Committee received an updated budget report which was noted.
- ii. The Sub Committee considered expenditure associated with events and the Celebration Beds.

The following expenditure was **APPROVED**

- a) **£17 to the Lions for the soup which was kindly served by the Lions**
- b) **£65 for prizes (Toad Hall vouchers) for Chelsea Fringe event at Freemans Meadow – Funk up your Junk and “Best Bloom Hat” for Chelsea Fringe Floral Flotilla**
- c) **£186 for Celebration Beds plaque – 100 years of the Forestry Commission**
- d) **£55 for a double bracket to be attached to an SODC lamp post at the Market Place entrance to Greys Road car park, for the installation of 2 additional hanging baskets sponsored by SODC**

11. **FREEMANS MEADOW**

The Sub Committee considered a proposal to allocate funds from Henley in Bloom to provide for the following additions to the soon to be upgraded Freemans Meadow playground:

- 8 animal graphics to the wetpour surfacing at a cost of £1510
- a pair of talking flower tubes at a cost of £760.67.

The Sub Committee noted with thanks that SOHA had agreed to the £300, previously donated to Henley in Bloom for a project in the Abrahams Estate area, could be put towards additional equipment for the playground and had offered an additional £300.

The Sub Committee agreed that a grant the £600 offered by SOHA should be put towards the talking flower tubes with the remaining amount to come from Henley in Bloom. It was agreed that the SOHA and Henley in Bloom logos would be displayed on signage in the area to acknowledge the donations.

The Sub Committee considered expenditure for the animal graphics however acknowledged that it represented a considerable proportion of the Henley in Bloom budget. Whilst the Sub Committee agreed they would be a highly desirable addition, expenditure on these animal graphics could not be justified. It was suggested that other sponsors should be sought for the animal graphics.

It was **RESOLVED**

that the grant of £600 from SOHA be used for the purchase of a pair of talking flower tubes at a cost of £760.67 with the remaining £160.67 allocated from the Henley in Bloom budget

12. **GARDENING BUDDIES AND PLANTING AROUND THE TOWN**

- i. The Sub Committee welcomed Jan Sutton to the meeting who provided a verbal update on Gardening Buddies projects. All beds have now been cleared of dead plants with only one or two areas still needing to be tidied. The planters at Kings Arms Barn need replanting and perennial (especially bee friendly plants) rather than annual planting was being considered.

Members considered the possible removal of the planters on the grass bank outside the Three Horseshoes. After discussion, it was agreed that the Parks Team would investigate the option of what could replace these if they were removed – possibly trees in the autumn. It was noted this area was owned by Oxfordshire County Council and their permissions would be required to do this.

Jan Sutton commented that there had been a proliferation of unauthorised signs around the town which can be dangerous distraction to road users. The Mayor recommended that the Town Council should be contacted for advice prior to the removal of any signage.

- ii. The Sub Committee considered the allocation of an amount from the budget for plants for the tubs and beds around the town cared for by Gardening Buddies. In addition this year there was a need for replacement perennial plants in the Gardening Buddies Bed (Reading Road) which had suffered in the hot weather last summer and for the re-planting of the town entrance beds. Prices had been sought from Toad Hall for the planting and consequently it was agreed to increase the budget for Gardening Buddies.

It was **RESOLVED**

that up to £750 be allocated from the Henley in Bloom budget for plants for Gardening Buddies

- iii. The Sub Committee considered the allocation of up to £100 for plants for ad hoc areas around the town planted by Caroline Langer including the small bed by the Esso Garage and the wheelbarrows on Reading Road.

It was **RESOLVED**

that up to £100 be allocated from the Henley in Bloom budget for the guerrilla gardening projects in the town

13. HANGING BASKETS

- i. The Sub Committee considered the funding of one hanging baskets for the Citizens Advice Bureau at a cost of £47.75, the second having been kindly sponsored by an ex-resident of Henley.

It was **RESOLVED**

that Henley in Bloom pay for one hanging basket for the Citizens Advice Bureau in Market Place

- ii. The Sub Committee noted the generous sponsorship of two hanging baskets by two donors who have agreed to them being placed on the Fire Station. Grateful thanks have been received from the Fire Fighters.

14. WOOTTON MANOR PLANTERS

The Sub Committee considered the allocation of a budget for the planting of three new planters outside the shops at Wootton Manor. The planters are being provided by the owner of the shops and would be planted and maintained by Gardening Buddies and the Parks Service. The cost of planting with shrubs and seasonal colour would be £85 per planter and the exact position of the planters would be agreed with the owner prior to installation.

It was **RESOLVED**

that £255 be allocated from the Henley in Bloom budget for the purchase of compost and plants for the planters

15. **CHAMPIONING THE HEDGEHOG**

The Sub Committee received an update from Catherine Notaras on the Championing the Hedgehog project. A lovely day had been spent at Freeman's Meadow and a hedgehog box had been placed in the conservation/wildlife area. One hedgehog box was now in the Town Hall for demonstration purposes. Two had been bought and sited by the River and Rowing Museum. Other possible locations for hedgehog houses included the Community Orchard at Paradise Road, Makins Recreation Ground and Gillotts School as part of the Gillotts Lodge project. It was agreed that Catherine Notaras would meet with the Parks Manager and the Conservation Park Warden to decide the best locations because once sited, the boxes should not be disturbed. Information on helping hedgehogs had also been included on the entry form for the Regatta Window Display Competition. An initiative to include owl boxes and bat boxes as well as hedgehog boxes as part of Henley in Bloom, would be brought to a future meeting.

It was **RESOLVED**

that two hedgehog boxes at a cost of £25 each be purchased and sited at the Community Orchard and Makins Recreation Ground

16. **PROGRESS REPORT**

The Sub Committee received and considered the progress report as following:

Town Entrance Signs - Gardening Buddies and Kyle Dowling (Horticulture Park Warden) are replanting the beds at the Town Entrance signs. On-going.

Gardens of Henley 2019 - An invitation to enter the Gardens of Henley competition (front gardens only) has been designed by Caroline Langler. Members are invited to deliver the invitation to houses they feel may like to enter. Copies available from the Town Hall. The proposed judges are Caroline Langler, Cllr Dave Eggleton, Tuc Ahmad and Jan Sutton.

Seed Swap - The Seed Swap was held in the Council Chamber on Saturday 9 March 2019 and was a great success. £150 was taken in donations which will be split equally between Henley in Bloom, Henley in Transition, Henley Allotments Association and the Heritage Seed Library. Left over seeds will be donated to Greenshoots and possibly a new gardening club at the Chilterns Court Care Centre.

Schools in Bloom - Councillor Dave Eggleton and Kyle Dowling have visited a number of primary schools to provide hanging basket workshops. 3 further schools still to confirm a date.

Chelsea Fringe Event - A successful "Funk up Your Junk" Chelsea Fringe community event was held on Saturday 25 May 2019 at Freeman's Meadow run by Kyle Dowling (Park Services) and Henley in Bloom. A successful Floral Flotilla was held on Sunday 26 May 2019 with 15 decorated boats including new entries and old timers. The event was also enjoyed by visitors and locals on the bank and the band entered the spirit of the occasion playing floral music and wearing hats decorated with flowers.

Celebration Beds - The Celebration Beds have been planted up celebrating 100 years of the Forestry Commission and a plaque has been installed. *(Please note the Forestry Commission were contacted and their Media Office responded "I'm so happy to hear that our Centenary celebrations have inspired your celebration flower beds this year! What an honour.")*

Litter Picking Packs - The litter pickers and hi-vis jackets have now been received and are available to be loaned out (20 x adult and 20 x children). Members are asked to help spread the word to schools, organisations and residents who they feel may like to borrow the packs.

The Lodge Gillotts School - On-going.

Floral Train - Councillor Dave Eggleton is seeking quotes for the repairs to the Floral Train. It has been suggested this project may be eligible for funding from the GWR Community Fund once quotes are received.

Trees in the Greys Road and Greys Road Car Parks - Planters may be available as part of the air quality project which could be placed in the corner where the large tree was removed. Firming up of the base would be required (with SODC approval). An additional planter providing seasonal colour could subsequently be added in front of the planters – consideration/costs would be required for its inclusion in the Horticultural Contract.

17. THAMES AND CHILTERN IN BLOOM

The Sub Committee noted that Judging Day will be Thursday 18 July in the morning. The Vice Chairman suggested that Thames and Chiltern in Bloom be contacted to see if judging day can be brought forward to earlier that week when the Conservation Park Warden will be available to take part. It was suggested by the Horticultural Park Warden that volunteers be invited to take part in a litter pick prior to judging day.

The Sub Committee considered expenditure on refreshments for the judges (on arrival and during the tour) and lunch for judges and guests. Possible lunch locations were the Rugby Club, the Bowls Club or Badgemore Golf Club.

It was **RESOLVED**

that up to £400 be allocated from the Henley in Bloom budget to cover the costs refreshments and lunch on judging day

18. PUBS AND RESTAURANTS AWARDS

The Sub Committee considered the format of the Pubs and Restaurants awards this year. The Chairman felt it was important to run a competition as he knew of some who were keen to take part. It was suggested that a leaflet similar to that produced for the Gardens of Henley Awards 2019 be produced and distributed to all pubs and restaurants in Henley. Entries could be for front or back gardens and would only be considered by those completing the entry form.

It was **RESOLVED**

that a Pubs and Restaurants of Henley 2019 leaflet and entry form be produced and distributed to all pubs and restaurants in Henley

19. DATE OF NEXT MEETING

The date of the next meeting was agreed as Thursday 12 September 2019 at 9.30 am.

The meeting closed at 10.52 am.

Chairman

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**Henley in Bloom/Civic Pride Sub Committee
Budget Report 2019/20**

	Income	Expenditure	Income	Expenditure
	actual to date 2019/20		actual total 2018/19	
Earmarked reserve brought forward	11,077.04		7,303.26	
INCOME TO DATE (Sage account 4101)	£	£	£	£
Sponsorships:				
Manning	0.00		500.00	
Fidelity Group - Henley Bridge planters x 2 £2,000 for three years (paid in full)	666.67	Recd	666.67	
Blandy & Blandy - planter, less £106.67 ref baskets	532.50	Recd		
Donation from Rotary Club ref Rotary beds (budget for costs = £500 below)	150.00	Recd	0.00	
Total sponsorship income	1,349.17		1,166.67	
Other Income				
Christmas Tree shredding	0.00		293.00	
Hanging Basket sales - 2019 so far = 243 summer/57 winter/12 brackets (2018 = 219 summer/131 winter/16 brackets) at £53.33 summer/£47.50, winter, £22 per bracket net of VAT (plus .. summer/.. winter baskets 'supply only' at £.. each)	15,923.57	rec'd or invoiced to 28 August 2019	18,369.66	
Seed swap	0.00		37.50	
Contribution from Henley Town Council budget	2,000.00		2,000.00	
GENERATED IN YEAR / AVAILABLE TO SPEND TO DATE	19,272.74		21,866.83	

	Income	Expenditure	Income	Expenditure
	actual to date 2019/20		actual total 2018/19	
EXPENDITURE TO DATE (excluding VAT where applicable) - Sage Account 6015				
EVENTS				
HIT Litter		0.00		278.80
Activity at Plant Sale - 'plant a seed'		0.00		0.00
Gillotts - The Lodge planting project	Inv 16450	200.00		0.00
Awards evening - Gardens/Pubs & restaurants		0.00		25.00
Environmental Science (HIT project)		0.00		100.00
Chiltern Court Care Centre (HIB s/cctee 13/06/2019) communal garden costs	Inv 16608	500.00		0.00

Schools In Bloom Event				
Schools hanging baskets	Inv 16607	103.53		0.00
Badgemore School towards planting in new pond		0.00		250.00
Sacred Heart grant		0.00		200.00

IN BLOOM COMPETITIONS				
Thames & Chilterns In Bloom Regional Competition Costs:				
Entry fee		0.00		120.00
Portfolio printing and postage costs		0.00		0.00
Vehicle hire and insurance		0.00		0.00
Badgemore School grant towards Orchard costs/Valley Road grant		0.00		0.00
Costs ref awards ceremony incl prizes		0.00		0.00
Judges lunch/tour costs/refreshments - budget £400 HIB 13/06/19	Inv 16794/P Cash	317.54		0.00

SPONSORSHIP COSTS				
Walkers are Welcome subscription (2018 in subscriptions)		0.00		0.00
HANGING BASKETS (estimated costs in italics)				
Summer hanging baskets - £47.69 x 225 incl 1 x free for CAB (HIB 13/06/19)	Inv 16824	10,730.25		10,238.25
Baskets only - no watering £31.44 each x 18	Inv 16824	565.92		431.48
Brackets 12 x £22.44 each	Inv 16824	269.28		308.00

Winter hanging baskets - £..... x ... + £..... x .. + .. x £.. brackets	o/s - est cost of 57 sold above	2,565.00		5,472.78
BEDS AND PLANTERS/OTHER				
Planters in Duke Street - Windowflowers maintenance		0.00		25.56
Toad Hall - plants/barrels/compost for Northfield End project	Inv 16806	148.33		0.00
Toad Hall - mixed bedding trays & 2 brackets	Inv 16805	47.58		0.00
Toad Hall - pot bedding		0.00		0.00
Planting		0.00		0.00
Gardening Buddies - Rotary beds/Fire Station/Gillotts (budget £750 + £100 for ad hoc areas HIB 13/06/19 + £17 for soup)	Inv 16442 / 16519 / 16820	629.47		379.18
Celebration Beds - sign	Inv 16534	186.00		188.00
Other				
Chelsea Fringe Festival - OFSG hire/registration/prize at Freemans event (HIB13/06/19)	SI 9539/ PI16638/ PI16674	230.00		27.00
Garden Awards printing costs	Inv 16547	69.00		
Freemans Meadow cost of 2 talking flower tubes (£760.67 less £600 from SOHA)	o/s	0.00		
Woolton Manor Car Park planters - compost and plants budget 3 x £85 HIB 13/06/19	Inv 16807	252.00		
Ballot bins for cigarette butts - R&A 2 July 19 minute 22 £247 per bin	o/s	0.00		
Hedgehog houses (£25 x 2 Orchard/Makins HIB 13/06/19)		0.00		49.00
TOTAL EXPENDITURE TO DATE		16,813.90		18,093.05
Surplus/(Deficit) - Income over expenditure for the year		2,458.84		3,773.78
Current Balance to carry forward in earmarked reserves		13,535.87		11,077.04



HENLEY TOWN COUNCIL
HENLEY IN BLOOM AND CIVIC PRIDE SUB COMMITTEE
THURSDAY 12 SEPTEMBER 2019
REPORT ON: GWR FUNDING BID

1. THE PURPOSE

To note a joint bid with the stations on the Henley branch line has been submitted to the Great Western Railway's Customer and Communities Improvement Fund (CCIF) to improve the visual amenity of Henley, Shiplake, Wargrave and Twyford stations and to consider Henley in Bloom contributing an amount to the improvements in Henley (as this may increase the chance of the bid's success).

2. THE BACKGROUND

GWR Customer and Communities Improvement Fund (CCIF) is currently inviting bids for funding to invest in community projects to be delivered between April 2020 and March 2021.

A meeting was held at the beginning of August, arranged by HBUG (Henley Branch Line User Group) between representatives from Twyford, Wargrave, Shiplake and Henley with the aim of preparing a co-ordinated bid for funding from GWR for the branch line, to improve the visual amenity of the stations and to make them more attractive and welcoming for users.

The following outline proposal was agreed:

Twyford: - estimate £3k for planters, soil, plants – installation costs to be added.

Wargrave: - estimate £2.5 - £3k to include x6 planters, soil, plants and bench – plus installation.

Shiplake: - estimate £tba

Henley: - £3.8k for the cost of planters, soil and plants, window boxes, hanging baskets, large pot and tree, paint for railings/seats.

Patrick Flemming of the Henley Branch Line User Group, has agreed to write the bid which must be submitted by 8 September 2019. (NB: An approach has been made to GWR for permissions for the plans, types of planters etc).

3. THE BID FOR HENLEY

The bid for Henley will comprise the following elements:

- 3 x rectangular (green and gold) planters saying "Welcome to Henley" to put next to the railings
- soil, sustainable planting
- large pot and evergreen topiary tree for centre of seating area
- hanging baskets (via the horticultural contractor)
- no water currently - 2 x water butts suggested
- paint for railings, possibly seats



Image showing the style of the proposed planter

Henley does not currently have volunteers to water and maintain the proposed planting at the station and suggestions are welcomed.

4. FOR CONSIDERATION

The GWR CCIF Guidance Booklet advises that bids with a commitment to match fund (or contribute) will be considered favourably and members are therefore asked to consider what proportion of the £3.5k bid could be funded by Henley in Bloom.

In the application it is noted that funding towards the project is being considered by this Sub Committee and the bid can be updated.

Members are asked to consider:-

- allocating a sum of money from the Bloom budget to contribute towards the cost of improvements for Henley railway station only
- suggestions on how to help maintain and water the planters

Report prepared by Becky Walker (Estates Manager) and Kyle Dowling (Senior Park Warden)

01491 630076 b.walker@henleytowncouncil.gov.uk

5 September 2019

HENLEY ON THAMES TOWN COUNCIL
Henley in Bloom/Civic Pride Sub Committee – 12 September 2019

Progress Report

Minute Number	Subject	Progress
15 (26.7.18)	Town Entrance Signs	Gardening Buddies and Kyle Dowling (Horticulture Park Warden) are investigating ways to re-design/re-plant the town entrance bed over the autumn to be implemented ready for spring 2020 planting. A report will be brought back to this Committee.
17 (26.7.18) 41 iii b (29.3.18)	The Lodge Gillotts School	The Gardening Club is due to restart in the autumn term.
	Thames and Chilterns in Bloom	The judging day was held on Thursday 18 July 2019. The Awards Ceremony is to be held at the Oakwood Centre, Woodley on Tuesday 24 September 2019 between 12 noon and 4.30 pm. The invitations are limited.