

Present: Mayor, Councillor Mrs P A Phillips (presiding)
Deputy Mayor, Councillor Mrs E Hodgkin
Councillor M S Akehurst
Councillor Mrs J Bland
Councillor D Clenshaw
Councillor Miss S Evans
Councillor S J Gawrysiak
Councillor Miss K L Gehrman
Councillor W Hamilton
Councillor Miss L M Hillier
Councillor D Hinke
Councillor Ms L A Meachin
Councillor D R Nimmo Smith
Councillor I Reissmann
Councillor D M Silvester
Councillor Mrs J Wood

In Attendance: Mr M W Kennedy – Town Clerk
Miss J Smith – Minute Taker / Committee Administrator
Mr C Austin - Town Sergeant
District Councillor W Hall
County Councillor Dr P Skolar

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

The Town Clerk read out the fire evacuation procedure and reminded Councillors and members of the public of the Code of Practice relating to Public Participation as stated on the agenda.

8. **APOLOGIES FOR ABSENCE**

No apologies for absence were received.

9. **DECLARATIONS OF INTEREST**

Councillor S Gawrysiak – item 5 County Councillor Reports – Gillotts School – personal and prejudicial interest as a teacher at the school. Councillor Gawrysiak also requested to speak during Public Participation about this item.

Councillor D Nimmo-Smith – Minute 9 (P11/E0606LB) Planning – 17 May 2011 – personal interest as a governor of the Henley College.

10. **MINUTES**

The Minutes of the following meetings were approved and signed by the Chairman as a true record:

- (i) Full Council meeting held on 3 May 2011.
- (ii) Annual Meeting held on 16 May 2011.

11. **PUBLIC PARTICIPATION**

Mr C Russell, Bell Street

Mr Russell referred to the ongoing planning application for parking arrangements alongside the grass area at Northfield End and urged the Council to send a representative to the next South Oxfordshire District Council (SODC) meeting to object

to the planning application in strong terms. He referred to the legal issues for this planning application and the fact that the highway being shared with the pavement would still be hazardous to pedestrians like the current parking arrangements. Councillor I Reissman confirmed that he would be representing the Council at the SODC meeting on the 29 June 2011.

Ms A Chumas, Bell Street

Referring to the Planning Committee minutes on 7 June 2011 and the failure of Councillor I Reissmann to declare a personal interest in Northfield End, Ms Chumas informed Council that she had filed a complaint for a breach of the Code of Conduct with SODC.

Councillor I Reissmann reconfirmed that he did not have a personal interest in respect of this planning application.

The Clerk advised members that it was quite appropriate for town councillors to seek opinions from members of the public and express them at a committee. However, he was unable to confirm or deny whether a complaint made for a breach of the Code of Conduct prevents a member from presenting the Town Council's objections.

Clerk's Note:

Councillor I Reissmann gave notice at a meeting of the Planning Committee on 28 June that he would need the advice of SODC's Monitoring Officer and not represent the Council at the SODC's Planning Committee on 29 June in this application. Councillor M Akehurst was appointed in his place.

Mr K Arlett, Elizabeth Road

Mr Arlett referred to the SODC Community Investment Fund (CIF) and asked why the value of grants awarded from the CIF fund had been reduced from £2m to £500k. District Councillor W Hall agreed to reply to this question as part of his report.

Mr P Anderson, Greys Road

Mr Anderson referred to the Skateboard Park meeting held on 16 June 2011 and asked that all residents in the area be invited to attend future meetings.

It was confirmed that two councillors had attended this meeting, as representatives of the Council. A report would be presented to the next Recreation and Amenities Committee on 19 July 2011. It was also confirmed that this meeting and project was being led by the Skateboarders Project Group not Henley Town Council (HTC). It was, therefore, up to the Project Group to publicise these meetings.

Mr K Arlett, Elizabeth Road

Mr Arlett suggested that the road diversions introduced during the recent gas works had been poorly implemented and asked that OCC talks to HTC to avoid further chaos in the future.

A member confirmed that this was discussed by the Traffic Advisory Committee on 21 June 2011, when Mr K Stenning acknowledged the problems and pledged to consult with HTC in the future.

Mr J Newton, Greys Road

Mr Newton reiterated the concerns expressed by Mr Anderson and asked would residents be consulted on the proposals for the Skate Park.

It was restated that this project was being driven by the Project Group not the Council, but councillors had asked that future meetings are publicised via leaflets and the Henley Standard.

Councillor S J Gawrysiak, Elizabeth Road

Councillor Gawrysiak referred to Gillotts School and thanked the County Councillors for lobbying for funds to refurbish the schools buildings. In 2009, OCC had stated that a large percentage was in a state of near failure and agreed a maintenance plan. The first two years of this plan had been funded by OCC but this year no funding had been received. He confirmed that OCC had received £11.5m from central government for

school maintenance this year and urged the County Council to apply essential funds towards the school.

12. **DISTRICT/COUNTY COUNCILLOR REPORTS**

Members had before them reports from District Councillor Mrs J Wood and County Councillors D Nimmo-Smith and Dr P Skolar. It was

RESOLVED that the reports be received and noted.

District Councillors' Reports

District Councillor Mrs J Wood gave the following verbal update to her report:

District Council meeting on 16 June 2011: The Designated Public Place Order for Henley which will give the Police more power to deal with alcohol consumption in designated public places was voted through unanimously.

Community Investment Funding (CIF): attention was drawn to District Councillor W Hall's absence during the presentation made by the Town Clerk on the refurbishing of the Astro pitch.

District Councillor Mrs J Bland gave the following verbal report:

CIF: District Councillor Mrs J Bland reassured Council that District Councillor W Hall would have seen all the paperwork and watched the recorded presentation enabling him to participate in the debate.

Planning: confirmed, after training, District Councillor Mrs J Wood would be able to speak to matters concerning the south ward, as well as the north ward as a ward councillor.

Fraudulent Benefits: the fraud squad had recovered £310k in fraudulent benefits in Oxfordshire.

District Councillor W Hall gave the following update:

CIF meeting 14 June 2011: he apologised for his lateness at the CIF meeting and explained that this was due to a delay to his journey on public transport. He advised that he had spoken favourably on behalf of funding for the Christchurch Centre and that he had been working actively for Henley.

He answered Mr K Arlett's question at Public Question time regarding the reduction to the CIF fund and confirmed that no reduction to this funding had taken place this year and the amount remained at £500k.

A member disagreed and stated the CIF funding has been set at £2m previously and had been reduced over the past two years to £500k. He offered to present a report at the next Full Council giving details of the CIF budget for the last eight years as well as details on the CIF's spending policy.

District Councillor Mrs E Hodgkin had nothing further to report.

County Councillors' Reports

County Councillor D Nimmo-Smith gave the following verbal update to his report:

Gillotts School: he had not been aware that money had not been going to Gillotts. He stated that for the past 15 years there had been concerns regarding the condition of the school's buildings and that he and County Councillor Dr P Skolar would be taking this issue back to the officers and cabinet member to request urgent funding.

Recycle Week: the new recycling bins in the town centre had been mentioned on the website including HTC provision of funding towards these new bins.

Bulk Salt Supplies: OCC would be reviewing the supply of bulk salt for the winter. He advised there is a national shortage of salt.

County Councillor Dr P Skolar gave the following verbal update to his report:

Gillotts School: confirmed continued funding had his backing.

Southern Cross, Care Home Operator: Oxfordshire is awaiting outcome of recent discussions regarding finding a solution to Southern Cross' financial difficulties as there are seven such operated care homes in Oxfordshire, 751 nationwide.

Care Quality Commission (CQC): OCC are to do their own inspections for the NHS Care Homes for people with learning disabilities.

Health and Social Care Overview: a copy of an email regarding a brief overview of the Government's response to recommended changes to Health and Social Care was passed to the Clerk.

Primary Care Trust (PCT) Clusters: a copy of Oxfordshire Joint Health Overview and Scrutiny Committee Agenda for the meeting on the 7 July 2011 was passed to the Clerk. This meeting is open to the public.

Townlands: Cabinet had met on the 21 June 2011 and confirmed the moving of residents of Chiltern End Nursing Home to the new Townlands hospital. In addition, the PCT/OCC Partnership Agreement was agreed to in principle.

A member asked if CQC would still be inspecting Care Homes and it was confirmed that they would but that OCC would also be carrying out their own inspections.

13. **REPRESENTATIVES ON OUTSIDE BODIES**

Members had before them nominations for the appointments of representatives to outside bodies for 2011-12. The following changes were proposed and seconded:

Air Training Corps Civilian Committee – Councillor Mrs J Wood to be replaced by Councillor Miss K Gehrman

Henley Wildlife Group – Councillor I Reissmann to be replaced by Councillor D Hinke

Henley Leichlingen Twinning Association – Councillor D Hinke to be replaced by Councillor Mrs J Wood

Oxfordshire Association of Local Councils – Councillor D Clenshaw to be replaced by Councillor D Silvester

Henley Borama Friendship Association – Councillor I Reissmann

Henley Society – Councillor D Silvester to be replaced by Councillor D Clenshaw

It was also noted that one outside body had been missed from the report:

Henley Cricket Club - Trustee (3 year appointment) representative Councillor I Reissmann. It was

RESOLVED that the appointment of representatives to outside bodies 2011-12 incorporating the changes above be approved.

14. **MAYOR'S REPORT**

Members had before them the list of Mayoral engagements from 20 April – 16 May 2011 for the ex-Mayor and a report from 17 May – 15 June 2011 inclusive for the Mayor, copy attached to the agenda. It was

RESOLVED that the reports be received and noted.

The Mayor made the following announcements:

CIF Funding for the Refurbishment of the Astro pitch - confirmation had been received before the meeting that the Council's funding bid to SODC for had been unsuccessful.

Mayor's Parking Space: the Mayor advised that because she does not own a car she would not require the use of the car parking space assigned to her behind the Town Hall, therefore, in conjunction with the Henley Standard, from July, she would be auctioning this space on a month-by-month basis via sealed bids. All monies collected would go to her three chosen charities.

15. **REPORTS OF COMMITTEES**

(i) The Minutes of the meeting of the Planning Committee held on 17 May 2011 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Planning Committee held on 17 May 2011 and the recommendations therein be received, approved and adopted.

Arising from the report:

Minute 9 – P11/E0606LB Block D2, The Henley College, Deanfield Road

A member reported that these works had started. World War II letters and other documents had been found under the floorboards. The College were conducting a World War II Project displaying these documents at a later date.

Minute 9 – P11/E0653 – 4 Norman Avenue

A member expressed her disappointment that the Planning Committee had refused this application as nursery places in Henley were at a premium.

Minute 11 – The South Oxfordshire Core Strategy Exploratory Meeting/Pre-Hearing Meeting held on 17 May 2011

The Core Strategy hearing takes place on 21 July 2011. No invitations had been received by the Council. Contact had been made with Mrs H Wilson, Programme Officer requesting Terms of Reference for this meeting and whether an invitation will be forthcoming. It was proposed that an agenda item be added to the next Planning meeting on 28 June to consider the arrangements and the appointment of representatives to attend the hearing on the 21 July 2011. It was

RESOLVED that an agenda item be added to the next Planning meeting on 28 June 2011 to consider the arrangements and the appointment of representatives to attend the hearing on the 21 July 2011.

Action: Planning Committee Administrator to add to next Committee meeting on the 28 June 2011.

- (ii) The Minutes of the meetings of the Planning Committee held on 7 June 2011 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Planning Committee held on 7 June 2011 and the recommendations therein be received, approved and adopted.

Arising from the report:

Minute 21 – P11/E0167 Bell Street

Councillor I Reissmann advised he had heard from SODC that this planning application was likely to be approved even though HTC Planning Committee strongly recommended refusal on the grounds outlined in minute 21. He confirmed that he was happy to represent HTC views at the meeting on the 29 June but if members felt the accusation made by Ms Chumas (during Public Participation) limited his ability to make this representation then another member should be proposed to attend.

After some discussion, a recorded vote was requested. It was proposed that Councillor I Reissmann attend the meeting on the SODC meeting on the 29 June 2011 to represent HTC's decision on planning application P11/E0167.

For

Mr M S Akehurst
Mr D Clenshaw
Mr S J Gawrysiak
Miss K L Gehrmann
Mrs E Hodgkin
Mr D Hinke
Ms L A Meachin
Mrs P A Phillips
Mr I Reissmann
Mrs J Wood

Against

Miss L M Hillier
Mr D R Nimmo-Smith

Abstention

Mrs J Bland
Miss S Evans
Mr W Hamilton
Mr D M Silvester

RESOLVED that Councillor I Reissmann attends the meeting of the SODC Planning Committee on the 29 June 2011 to represent HTC's decision on planning application P11/E0167

- (iii) The Minutes of the meeting of the Town and Community Committee held on 24 May 2011 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Town and Community Committee held on 24 May 2011 and the recommendations therein be received, approved and adopted.

Arising from the report:

Minute 14 – Late Night Bus Service

A member asked if Reading Buses had been contacted to see what feedback the Police had given. It was confirmed that a meeting would be taking place with Reading Buses, the Police, SODC and HTC on 23 June 2011 when this item would be discussed.

Minute 16 – Local Elections 2011

Members were advised that a meeting would take place on the 22 June 2011 with Mr T Revell who is conducting an independent post election review. All comments from members on the process would be relayed to him at the meeting.

- (iv) The Minutes of the meeting of the Finance Strategy and Management Committee held on 31 May 2011 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Finance Strategy and Management Committee held on 31 May 2011 and the recommendations therein be received, approved and adopted.

Arising from the report:

Minute 7 – Appointment of Working Parties, the membership thereof and their terms of reference – Value for Money & Resources Working Group

Several members spoke against having a working group that had a membership of seven councillors, all of whom were members of the Finance Strategy and Management Committee. A discussion ensued when it was suggested that the membership should be reduced to five. It was agreed that there should be a continuity and commitment of membership for this working group. It was proposed that the membership of this working group be referred back to the next Finance Strategy and Management on 12 July 2011 to reconsider. It was

RESOLVED that membership of this working group be referred back to the next Finance Strategy and Management on 12 July 2011 to reconsider.

Action: Committee Administrator for Finance Strategy and Management to add to the agenda for the meeting on 12 July 2011.

Minute 16 – Approval of Earmarked Reserves

A member asked that as the CIF grant for the Astro pitch had been refused by SODC would some of the earmarked reserves be used towards refurbishing the pitch. It was

RESOLVED that the funding of the Astro pitch be reconsidered at the next meeting of Finance Strategy and Management on 12 July 2011.

Action: Committee Administrator for Finance Strategy and Management to add to agenda for the meeting on 12 July 2011.

- (v) The Minutes of the meeting of the Recreation and Amenities Committee held on 7 June 2011 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Recreation and Amenities Committee held on 7 June 2011 and the recommendations therein be received, approved and adopted.

Arising from the report:

Item 9 – Makins Recreation Ground

A member expressed concern over developing on a landfill site and the costs involved to expand/improve the skate board park.

Members were advised that the project was very much in the early days and that the Project Group should be left to carry out the necessary research/surveys, engage the community and then come back and present a plan to the Council at a later stage.

It was confirmed the Project Group are aware that they need to get funding and Councillors Miss K Gehrman and Ms L Meachin would be keeping a watching brief and presenting a report at the next Recreation and Amenities Committee on 19 July 2011.

Item 10 – Red Lion Lawn

A lengthy discussion took place on the second recommendation in this minute regarding giving OCC permission, in principle, to use the northern half of Singers Park for their contractor to store building material during their repairs of the Henley Bridge subject to conditions outlined in minute 10. The consensus was that that this area of beauty by the river should not be used as it was a location enjoyed by members of the public especially in the summer. It was therefore proposed against giving OCC permission to use this area for the storing of building material during their repairs of the Henley Bridge. It was

RESOLVED that permission is not given to OCC to use the area at Singers Park for the storing of building material during their repairs of the Henley Bridge.

Members were referred to the Clerk's note in Minute 10 and the fact that OCC had already decided to find an alternative on-street arrangement for storing these materials.

Item 10 – Red Lion Lawn

Under the first recommendation of this minute regarding carrying out a diving survey to the north west river training wall at Red Lion Lawn, a member advised that he had concerns about another section of the wall which also needed attention. It was confirmed that the professional fees quoted were for the hire of a specialist diver for a day and would include a survey of the whole wall.

- (vi) A report from the chairman of the Townlands Steering Group (TSG) Committee was received. It was

RESOLVED that the report be received and noted.

The chairman gave the following verbal update:

The PCT/OCC Partnership Agreement

Following the issue of the report there had been developments in the last ten days. The Primary Care Trust (PCT)/OCC Partnership Agreement had been agreed to in principle which was good news as this was a critical part of the plan.

PCT Clusters

From the 1 June 2011, as part of the NHS reorganisation PCT's for Oxfordshire and Buckinghamshire would be clustered together with one management team

with Mrs Sonia Mills as CEO. It was also now looking unlikely that PCT's would be abolished in 2013.

Outline Business Case

The PCT is working closely with the Strategic Health Authority to ensure that the business case gains all the necessary approvals to proceed and it has been agreed to submit the case to the July Board of the Strategic Health Authority for approval.

Pre-Qualifying Questionnaire (PQQ)

The Pre-Qualifying Questionnaire was due to go in the European Journal in April and now this was likely to be submitted later in June with bidders having one month to complete and submit.

Timetable

It was confirmed that due to delays mentioned above there would be slippage to the timetable with the contract going to the Board in April 2012 not in December 2011 as previously thought.

Townlands Steering Group (TSG)

The next meeting of the TSG will take place on 30 June 2011 at the Town Hall. PCT representatives and the Oxfordshire GP consortium (Mr Steven Richards and Mr Andrew Burnett) will be present and the meeting is open for members of the public to attend.

County Councillor Dr P Skolar asked if he could update members on Townlands. It was

RESOLVED that County Councillor Dr P Skolar gives a verbal update on Townlands.

County Councillor Dr P Skolar gave the following verbal update:

PCTs will disappear in 2013 as before and if the GPs are not ready to take over, then there will be a delay during which, the Commissioning Board which oversees commissioning throughout England, will take over until the Groups are ready. Mr Steven Richards is still the lead elected GP for Oxfordshire but may not be Chairman of the new Clinical Commissioning Group.

There is already a Health and Well Being Board and has been in operation for many years which is a joint Committee of PCT, OCC, District and City Councils, Director of Public Health, Hospitals as observers plus for comment, the voluntary sector and Links.

The new Health and Well Being Board (HWB in future) will be a very different beast. There is a recommendation that even with the pause and listen, OCC should go ahead and form a shadow HWB as has already been done in Herefordshire, Leicestershire and others but it is a high risk strategy as it may well have to change.

The agreement between OCC and PCT is for the development of Chilterns End and the new Townlands site and the governance arrangements are going to be very difficult to sort out but there is a definite understanding that this will happen.

The Health Overview and Scrutiny Committee will be meeting in July and will have directors from the PCT and possibly Mrs Sonia Mills as CEO attending to answer questions from the Committee regarding their confirmation that both Bicester and Henley will go ahead and the timetables, delays and reasons thereto.

16. **ANNUAL RETURN AND UNAUDITED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 MARCH 2011**

Members had before them a copy of the Unaudited Financial Statements for the year ended 31 March 2011. The following items were proposed for adoption:

- (a) The Annual Return 'Section 1 – Accounting Statements for Henley on Thames Town Council' as recommended by the Finance Strategy and Management Committee on 31 May 2011. It was

RESOLVED that the Annual Return 'Section 1 – Accounting Statements for Henley on Thames Town Council' as recommended by the Finance Strategy and Management Committee on 31 May 2011 be approved.

- (b) The Annual Return 'Section 2 – Annual Governance Statement' acknowledging Full Council's responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements.' It was

RESOLVED that the Annual Return 'Section 2 – Annual Governance Statement' acknowledging Full Council's responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements' be approved.

- (c) The Unaudited Financial Statements as recommended by the Finance Strategy and Management Committee on 31 May 2011. It was

RESOLVED The Unaudited Financial Statements as recommended by the Finance Strategy and Management Committee on 31 May 2011 be approved.

The Chairman invited Councillors, officers and members of the public to join her for refreshments in the Mayor's Parlour.

The meeting closed at 9.30pm.

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Mayor