

Present: The Chairman, Councillor Mrs J Wood, Deputy Mayor  
Councillor D Clenshaw  
Councillor S Gawrysiak  
Councillor W Hamilton (substituting for Councillor Miss S Evans)  
Councillor Miss K Hinton  
Councillor I Reissmann  
Councillor D Silvester

In attendance: Mr M Kennedy – Town Clerk  
Mrs B Walker – Committee Administrator/Minute Taker

Also Present: 1 member of the press

**44. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Mrs J Bland and Councillor Miss S Evans (Councillor W Hamilton substituting).

**45. DECLARATION OF INTEREST**

None received.

**46. PUBLIC PARTICIPATION SESSION**

None.

**47. MINUTES**

- i. The minutes of the Recreation and Amenities Committee held on 21 October 2014 were approved and then signed by the Chairman, Councillor Mrs J Wood as a true record.
- ii. The Committee received and considered the notes of the Jubilee Park User Group held on 22 October 2014.

A member asked the Town Clerk for clarification regarding the need to improve/replace the lighting at, and the fencing around, the all-weather pitch at Jubilee Park.

The Town Clerk advised that at the Recreation and Amenities Committee on 21 October 2014 (minute 39 ii (3.2) refers) members requested that the User Group be asked for their views regarding which should take priority bearing in mind limited budgets eg improved/replacement lighting or fencing. The User Group considered this matter and felt, on balance, that funding for the improvements to the flood-lighting should take precedence over replacement fencing around the all weather pitch.

The Committee **RESOLVED TO RECOMMEND**

**that the notes of the Jubilee Park User Group held on 22 October 2014 be received, approved and adopted.**

- iii. The Committee received and considered the minutes of the Henley in Bloom/Civic Pride Sub Committee held on 23 October 2014.

A member highlighted the House and Garden Show being organised by the Henley Business Partnership in February 2015 and also the Chelsea Fringe coming to Henley in May/June 2015 and hoped Henley in Bloom were in contact with the organisers. It was confirmed liaison is taking place.

The Town Clerk reported he had met with the Henley store managers of Tesco Stores Ltd and Waitrose who are both very keen to be involved with the community and Henley in Bloom projects eg HiT Litter, possible sponsorships, volunteer days or tailor-made projects. It was confirmed Henley in Bloom would contact each manager for further discussions.

The Committee **RESOLVED TO RECOMMEND**

**that the minutes of the Henley in Bloom/Civic Pride Sub Committee held on 23 October 2014 be received, approved and adopted.**

- iv. The Committee received and considered the notes of the Outdoor Gym Working Group held on 5 November 2014.

A member expressed the opinion that it was important to consult with residents regarding the type and location of outdoor gym equipment to ensure the equipment would be well used by all the community. It was noted members of the Working Group would be visiting near-by sites, installed by different manufactures, on Wednesday 26 November 2014.

A member queried the value of installing outdoor gym equipment and suggested that if savings needed to be made in next year's budget then this project could be reviewed. However it was noted that the Council had previously considered and agreed this was a worthwhile project and it was a capital expenditure item in the 2014/15 budget not next year's budget.

Concern was expressed at Marsh Meadows being considered as one of the possible locations and although being near the river provided a pleasant place to exercise, the locating of the equipment here would not add to the visual amenity of this large, unspoilt, naturalistic setting. The choice of the Town Green (Gillotts Field) was also questioned with similar comments and it was requested that the Working Group re-consider the possible locations including Makins Recreation Ground and Freemans Meadow. It was felt each

site should be considered on its own merits eg Makins should not be dismissed purely because a number of projects were being considered for this area and the installation of equipment at Freemans may attract people to this underused park. The availability of parking at Freemans was not felt to be a barrier as there was adequate nearby parking eg at the Kings Road car park.

The Committee **RESOLVED TO RECOMMEND**

**that the notes of the Outdoor Gym Equipment Working Group held on 5 November 2014 be received, approved and adopted.**

#### **48. BUDGET**

- i. The Committee received, considered and noted the management accounts to 31 October 2014.
- ii. The Committee received and considered a report regarding the 2015/16 Budget. The Town Clerk explained to members that this was the final opportunity to comment on their Committee budget prior to the precept being set at Full Council on Tuesday 16 December 2014.

Members discussed the budget and the following comments were made:-

- *3.2.2 – Planned Maintenance – Wootton Manor Car Park* - it was noted that the re-painting of the white lines was budgeted for but consideration should also be given to resurfacing as the tarmac is breaking up in places. It was noted this car park is very well used and is beneficial to the shops in the area. It was suggested Oxfordshire County Council Highways could be asked if they intend to do any more works on the Greys Road (as a result of the subsidence due to the underground spring) and if so could their contractors be asked to quote for the works required at the Wootton Manor Car Park
- *3.3.2 – Planned Maintenance – Wootton Manor Car Park* – If the site at 118 Greys Road is developed as part of the Neighbourhood Plan, a request could be made to the developer to contribute to the cost of the refurbishment of the car park, however the timescale may not be appropriate.
- *3.3.3 a) – Mill Meadows Car Parking charges* – a member referred to the three suggestions made by the accountant to either increase income or reduce expenditure in order to balance the budget (eg increase car parking and mooring charges or decreasing the number of grass cuts) and felt it was a reasonable suggestion to reconsider the car parking charges at Mill Meadows. It was highlighted that, although the Committee could change the charges at this stage, this matter had already been considered at the Mill Meadows Sub Committee, the Recreation and Amenities Committee and Full Council.
- *Fencing and Lighting at the all-weather pitch, Jubilee Park.* In light of earlier discussions it was felt the fencing could be delayed for a year

however it was noted neither items were included in the 2015/16 budget as the current time. It was suggested the improvements/replacement of the floodlights should be included in the 2015/16 capex budget however there was debate on its inclusion. It was also noted there were funding opportunities which could involve match funding and if an amount was not included in the budget the project would not be able to progress. It was felt the fencing could be delayed.

After discussion it was **RESOLVED TO RECOMMEND**

**that £10,000 be included in the 2015/16 capex budget for the improvement/replacement of the floodlights at the all weather pitch**

- Members re-considered the items within the budget to see if any could either not be included in next year's budget or could be delayed as follows:-
  - it was felt the number of grass cuts should be maintained unless the Parks Services could identify specific areas which could be cut less and managed for wildlife
  - the £9 temporary mooring fee should not be increased as it was appropriate for the facilities on offer
  - an explanation was given regarding the proposed rain water capture – this will provide an economic and environmentally sustainable system which will capture water from the roof of the Pavilion and this will be used by the Parks Service for watering and cleaning of the playground equipment
  - a member highlighted that the Mill Meadows Sub Committee were considering day fishing licences which could provide additional income
  - it was suggested the Police and Crime Commissioner be approached for a contribution to the new CCTV cameras in Mill Meadows however the Town Clerk advised Thames Valley Police are looking to reduce revenue costs associated with CCTV. South Oxfordshire District Council are funding the replacement of the town centre CCTV cameras and the Town Council is to replace the Mill Meadows camera at the same time
  - the stone steps at Red Lion Lawn are in need of repair and it is the Council's decision whether to defer this however the cost of repair may increase year by year
  - the repairs to the Allotment Fencing relates to the deer proof fencing on the southern side of Watermans Allotments as it leaning severely and is ineffective and needs repair/replacing
  - the contractors who are building adjacent to the Baths Site could be asked to quote for the repairs to the parking area when they repair the walkway

After further discussion the Committee **RESOLVED TO RECOMMEND**

**that the proposed 2015/16 budget figures included in Schedule 1, as presented to this Committee, be approved subject to further consideration by the Finance, Strategy and Management Committee and Full Council; and**

**that the items in the planned maintenance and capex budget for 2015/16, as amended, be approved subject to further consideration by the Finance, Strategy and Management Committee and Full Council**

#### **49. PROGRESS REPORT**

- i. The Committee received and considered the progress report and made the following comments:-  
*Budget – George Orwell Trust (First Chapel)* – members were pleased the project is progressing and asked the Town Clerk to convey the Town Council's support to Mr P Burness-Smith  
*Dedication of Footpath* - members were pleased to hear the Town Council's actions praised by Kate Ashbrook, General Secretary of the Open Spaces Society

The Committee **RESOLVED TO RECOMMEND**

**that the progress report be noted.**

- ii. The Committee received and considered the Makins progress report and made the following comments:-  
- *Area at the top of the Pram Walk* - a member hoped the Gainsborough Residents Association would continue their good work in light of SOHA's decision to build houses on the site at the top of the Pram Walk (rather than allowing the site to be used for a community hall). Although disappointing it was understandable that SOHA would want to use this area for housing. A member suggested that should 118 Greys Road, be included in the Neighbourhood Plan this site could be put forward for community use.

The Committee **RESOLVED TO RECOMMEND**

**that the Makins progress report be noted.**

#### **50. HENLEY HIGHWAYMAN**

The Committee received a report regarding the Henley Highwayman event and considered the request to hold the swimming event at Mill Meadows on Friday 19 June 2014.

The Committee noted it was hoped to use the River and Rowing Museum's jetty (subject to permission) and that the event would start at approximately 5 pm and would finish by 9 pm. There would a number of small gazebos and tables in the area to accommodate the registrations, a timing tent and the sale of goggles etc. The cycling and running events would not be held at Mill Meadows – it is proposed to have the start and finish of these events on the Market Place subject to Full Council's permission.

Members were very supportive of this event and felt it would bring trade into the town. However it was queried why no charge was being made for a commercial event. In response it was highlighted that this is a fledgling event being established by local people for local people and the Council should support it in its early years, as they have done for other events/festivals and review whether to charge in the future subject to its success.

After discussion the Committee **RESOLVED TO RECOMMEND**

**that permission be given to the organisers of the Henley Highwayman to hold the swimming event at Mill Meadows on the evening of Friday 19 June 2014**

**that the temporary moorings be suspended for approximately 100 metres on either side of the jetty for the evening of the event**

The meeting ended at 8.45 pm

bw

Chairman