

Present: The Chairman, Councillor Kellie Hinton  
The Vice Chairman, Councillor Donna Crook  
The Deputy Mayor, Councillor Dave Eggleton  
Councillor Ian Clark  
Councillor Paula Isaac  
Councillor Glen Lambert  
Councillor Sarah Miller  
Councillor Laurence Plant

In Attendance: Cath Adams – Proper Officer  
Becky Walker – Estates Manager  
Judith Smith – Committee Administrator

Also Present: 1 member of the press

**16. APOLOGIES FOR ABSENCE**

Apologies were received from The Mayor, Councillor Ken Arlett, Councillor John Hooper and Karl Bishop, Parks Manager.

**17. DECLARATIONS OF INTEREST**

None received.

**18. PUBLIC PARTICIPATION SESSION**

None.

**19. MINUTES**

- i. The minutes of the meeting of the Recreation and Amenities Committee held on 21 May 2019 were received, approved and signed by the Chairman as a true record.
- ii. The minutes of the meeting of the Henley in Bloom Sub Committee held on 13 June 2019 were received and considered.

The Committee **RESOLVED**

**that the Minutes of the Henley in Bloom Sub Committee held on 13 June 2019 be received, approved and adopted.**

- iii. The minutes of the meeting of the Open and Green Spaces Sub Committee held on 21 June 2019 were received and considered.

The Chairman highlighted Minute 19, in which approval was sought for the use of the Town Council's mooring as a drop off/pick up point by a small boat charter company. The Town Council's Accountant had raised the issue of potential competition for other licence holders. The Chairman explained that the company only had one 12-seater boat, the owner was local and entitled to use the mooring without the Council's enforcement. The proposal to provide steps in to the river

would be considered as part of the Riverbank Review to be undertaken in the autumn.

The Committee **RESOLVED**

**that the Minutes of the Open and Green Spaces Sub Committee held on 21 June 2019 be received, approved and adopted.**

**20. BUDGET**

The management accounts to May 2019 were considered by the Committee. Members noted that takings were down in May for moorings and parking but much higher than usual for April, which was probably weather related.

The Committee **RESOLVED**

**that the management accounts up to May 2019 be noted.**

The meeting was adjourned at 7.33pm due to a fire alarm. The meeting reconvened at 7.35pm.

**21. PROGRESS**

Members received and considered the progress report:

*Fairmile Chapel – First Chapel* - Ground drainage and damp prevention works on both Chapels are currently being undertaken. It is anticipated that Listed Building consent will soon be received from SODC for the upgrade of the rain water goods at the first Chapel and the installation can then proceed. In combination this should mean that the Chapel will dry out over the summer, and ensure that damp has been successfully eliminated over the winter, so that progress could proceed on the Columbarium Project in the Spring of 2020. An update report is to be taken to FSM on 9<sup>th</sup> July.

*Welcome Wall* - On-going. (Agenda item)

*River bank repairs* - On-going - a brief to be placed on Contracts Finder.

*Tree Management Software* - A report will be brought forward to this Committee in the autumn. Accountant's name to be removed.

*Lido/Splash Park in Henley* - A grant of £3420 for the Henley Lido Working Group was approved by the FSM Committee on 28 May 2019 to fund a topographical survey evaluating the viability of two possible sites. On-going

*Provision of Toilets at Mill Lane Car Park and Makins Recreation Ground* – A specification will be placed on Contracts Finder and the Toilet Working Group to review the responses once received.

*Freemans Meadow Playground* - It was agreed that the start date of the build be delayed until September 2019 to enable the playground to be open for the summer holidays. An opening event is planned for October (possibly half term week).

**22. THE HENLEY LITTER CHALLENGE**

Members received and considered a report by Councillor Laurence Plant. The Committee considered two proposals to tackle the problem of littering in Henley:

- i Schools Litter Art Competition** – there was broad support for a competition amongst schools to create works of art from recycled litter, which could then be displayed in the Old Fire Station or possibly the River and Rowing Museum. Local businesses could also be invited to get involved.
- ii Cigarette Butt Bins** – where these bins have been adopted, independent studies have shown they can reduce the number of cigarette butts dropped by up to 46%. A quote has been sought from a company who will empty the bins and recycle the butts into other products. Members also suggested contacting pubs and shops to encourage them to purchase as part of an ongoing litter campaign.

After discussion it was **RESOLVED**

**that delegated powers be given to a small working group in order to progress these projects over the summer period**

**that Councillor Kellie Hinton, Councillor Laurence Plant, Councillor Glen Lambert and Councillor Sarah Miller are the Council representatives on this Working Group**

**that up to £500 be allocated towards literature, signage and marketing expenses that the litter sculpture project may incur**

**that a request be made to the Henley in Bloom and Civic Pride Sub Committee to consider funding a number of ballot bins at a cost of up to £247 plus VAT per bin**

**23. RIVER CLEAN**

Members received and considered a report by Councillor Kellie Hinton regarding cleaning the river bed. A local resident (a scuba diver with over 15 years-experience) had contacted Henley Town Council with a proposal to organise a clean-up of the river bed, free of charge.

The operation would be undertaken over 4-5 Saturdays, using his own equipment and organising a team to help him. The only equipment required would be oxygen tanks at a cost of £85 per day and the clean-up would be subject to risk assessment and insurance details being received as well as Environment Agency approval. Henley Town Council would be responsible for disposing of the rubbish collected and any significant finds would be retained by the Council.

Members discussed how best to support the clean-up. Surface clean-ups are regularly undertaken but dredging is not permitted by the Environment Agency due to the environmental damage caused to the river bed. Rubbish collects at certain points in the river and the only way to remove it is by hand. It was suggested that the Henley Royal Regatta could be asked to contribute to the clean-up in future years. The Committee agreed financial support should be given to the clean-up operation by contributing to the cost of the oxygen tanks. Councillor Dave Eggleton offered to pay for the first clean.

It was **RESOLVED TO RECOMMEND**

**that the Town Council fund the purchase of oxygen tanks for 4 clean-up days, at a total cost of £340.**

**24. WELCOME WALL**

The Welcome Wall Project had been ongoing for four years but no firm progress had been made. Members considered alternative ideas, such as a Green Wall or a mural of the Thames by a local artist. Councillor Sarah Miller offered to progress the project over the next month and report back to this Committee at its next meeting.

**25. PUBLIC MEETING REGARDING ANTI-SOCIAL BEHAVIOUR AT MAKINS**

Members received an update from Councillor Paula Isaac following a public meeting held on 26 June 2019 and a report by Councillor Isaac was tabled. Overall it had been a very positive meeting with good suggestions received from those attending on how to tackle anti-social behaviour at the Makins Recreation Ground.

The meeting highlighted the importance of people reporting anti-social behaviour to the police on 101 or online, rather than on social media where the incidents can be blown out of proportion. Reporting incidences through the correct channels also allows the police to

direct resources appropriately. Members noted that despite numerous reports on social media, the Police have only received 15 reports from the public regarding anti-social behaviour at Makins. Damaged play equipment, graffiti etc. can also be reported to [enquiries@henleytowncouncil.gov.uk](mailto:enquiries@henleytowncouncil.gov.uk).

Members discussed whether CCTV should be considered or signs put up at the recreation ground asking people to report anti-social behaviour to the police. It was recognised however that CCTV might just move the problem elsewhere and signs could be unwelcoming. Members agreed that getting to the root cause of why this sort of behaviour occurs is crucial to solving it and a holistic approach, pooling the resources of local organisations such as NOMAD, SOHA, YMCA, the Police and Town Council is the way forward.

The Chair thanked Councillor Paula Isaac for her comprehensive report and for organising the public meeting which was much appreciated by everyone who attended.

**26. HORTICULTURAL CONTRACT**

Members received and considered a report regarding the Horticultural Contract. The Town Council employs an outside contractor, currently Windowflowers Ltd to carry out the town's planting and floral decorations and the contract is up for renewal in October 2019. As the value of the contract is over £25k the renewal will be advertised on the government website "Contract Finder".

The Committee **RESOLVED**

**that a Working Group be established to consider the applications and appointment of the Horticultural Contractor, to ensure the timely progression of this project and to make a recommendation to the Recreation and Amenities Committee**

**that Councillor Kellie Hinton, Councillor Dave Eggleton, Kyle Dowling, (Horticultural Parks Warden), Karl Bishop (Parks Manager) and Becky Walker (Estates Manager) form the Working Group**

**that the specification be amended as follows:-**

- **remove Red Lion Lawn, Singers Park and Gravel Hill from the specification**
- **remove the 2 wooden barrels in front of the Town Hall**
- **include the cost of maintaining the Air Quality Planters from July 2020**

**that the specification for the Horticultural Contract be placed on Contracts Finder (in July/August)**

**that the contract begin from 1 November 2019 and run for 5 years**

**27. SIGNAGE WORKING GROUP**

Members noted that a cross Committee working group (Town and Community/Recreation and Amenities) had been set up to discuss signage in the town. The membership includes the Mayor, Councillor Ken Arlett and Councillors Ian Clark, Kellie Hinton, John Hooper and Sarah Miller. A meeting would be arranged in September 2019.

The meeting closed at 8.28 pm

Chairman

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