

**Present:** The Chairman, Councillor Miss S Evans  
The Mayor, Councillor Miss L Hillier (ex-officio)  
Councillor J Brookes  
(substituting for Councillor Ms H Chandler-Wilde)  
Councillor D Eggleton  
Councillor Miss S Miller  
Councillor D Nimmo Smith  
Councillor I Reissmann  
Councillor D Thomas (substituting for Councillor S Smith)

**In Attendance:** Mr M Kennedy – Town Clerk/Chief Executive  
Mrs B Walker – Minute Taker

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

### **13. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Ms H Chandler-Wilde (Councillor J Brookes was attending as her substitute), Councillor S Smith (Councillor D Thomas attending as his substitute) and Councillor Miss K Hinton.

### **14. PUBLIC PARTICIPATION SESSION**

None,

### **15. MINUTES**

i. The minutes of the meeting of the Recreation and Amenities Committee held on 26 May 2015 were received, approved and adopted and were signed by the Chairman as a true record.

ii. Members received and considered the minutes of the Henley in Bloom/Civic Pride Sub Committee held on 16 June 2015 including the recommendations therein and the following comments were made:-

- *Minute 15 – Henley in Bloom Branding* – a member queried the wording of the resolution regarding the adoption of the new purple “H” branding for Henley in Bloom and requested the words in brackets as follows “(which forms part of the Town Council’s re-branding package)” be removed.

A discussion followed regarding the new branding for the Town Council and it was acknowledged this was not the appropriate place for this discussion and it be referred to the relevant Committee.

- *Minute 14 – Scentelite* - the Chairman praised the quality of the Henley in Bloom diffusers produced by Scentelite and made suggestions to increase their sales as follows and asked these be fed back to the Henley in Bloom Sub Committee:- approach the shops in the town centre selling

home furnishings etc if not already done so; advertise on the Town Council's website and advertise in the Town Council's quarterly magazine.

The Committee **RESOLVED**

**that the minutes of the Henley in Bloom/Civic Pride Sub Committee held on 16 June 2015 be received, approved and adopted with the following amendment to the resolution of Minute 15:- the words in brackets as follows “(as part of the Town Council's re-branding package)” be removed**

## **16. DECLARATIONS OF INTEREST**

None.

## **17. BUDGET**

The Committee received and considered the management accounts to 31 May 2015 and commented that the car parking income looked healthy for April and May in comparison to the past 2 years. The Town Clerk reported that the latest figures for June also surpassed those of June 2014 but not 2013. The Town Clerk also noted users of the car park had begun to use the new app to buy car parking tickets.

The Committee **RESOLVED**

**that the management accounts up to 31 May 2015 be noted.**

## **18. PROGRESS**

The Committee received and considered a report on progress and made the following comments:-

*Toilet Refurbishment* – the Chairman advised a suggestion had been made as to how to resolve the outstanding issue re the chrome fittings and is being investigated and therefore this item may be removed from the progress report in the near future.  
*Parks Sub Committee* – the Chairman reported that a site visit had been undertaken by members of the Sub Committee along with the Parks Manager and Senior Park Warden of the three sites and urged members, who had not already done so, to forward their feedback forms - it was hoped the next meeting could take place before the end of July. The Chairman also advised a meeting with a representative from the South Oxfordshire Housing Association had been arranged to discuss how to consult with local residents with regard to Freemans Meadow and Makins Recreation Ground.

The Committee **RESOLVED**

**that the progress report be noted.**

## **19. ALLOTMENT RENTS**

The Committee received and considered a report from the Accountant, Mrs L Jones, regarding allotment rents 2016/17 and 2017/18 (as one year's notice is required of any changes in allotment rents. The report provided a schedule giving the level of rents from October 2010 to September 2016 and noted the percentage increase recommended equates to a rise from 0% to 3.7% against current fees and the total income would rise from £4,200 per annum to £4,400.

A member queried the need to raise the rents and noted the provision of allotments is one of the few statutory duties of a parish council.

A discussion ensued and it was suggested more information should be presented to the Committee prior to the charges being agreed – these to include:-

- a comparison of rents with nearby towns and villages eg Marlow and Reading however it was noted a comparison is not always straight forward as facilities available vary
- the facilities available be reviewed in liaison with the Henley Allotments Association Committee including a site visit with the Town Council's appointed representatives on the Allotments Association Committee – Councillors Ms H Chandler-Wilde and D Eggleton. Councillor D Nimmo Smith also volunteered to attend.
- the number of vacant plots/waiting list levels

After discussion the Committee **RESOLVED TO RECOMMEND**

**that the allotment rents for the year 1 October 2016 to 30 September 2017 remain at the current rate and a report be brought to this Committee with further information as below prior to the rents for 1 October 2017 being set:-**

- **a comparison of rents/facilities with nearby towns and villages**
- **a review of the facilities on offer at the allotments in liaison with the Henley Allotments Association Committee including a site visit**
- **an overview of vacant plots and waiting list levels**

## **20. FUTURE PROJECTS**

The Chairman asked members for suggestions for future projects regarding areas in the town and the following suggestions were made:-

- the Register Office could be made more attractive. It was noted this is owned by the County Council who are looking to realise the site
- a memorial garden for George Harrison

A member asked for an update on the plans for the First Chapel being used as a museum to George Orwell.

***Action: an update on the plans for the First Chapel as a museum to George Orwell to be provided to members.***

The Chairman asked members to bear in mind this agenda item going forward and suggested site visits to Town Council owned land could be beneficial for members eg Gilllotts Field (Town Green).

## **21. EVENTS AT MILL AND MARSH MEADOWS, FREEMANS MEADOWS AND MAKINS RECREATION GROUND**

The Committee noted the Town Clerk has given permission under delegated powers for the following events:-

Nomad and Henley Baptist Church are holding events as follows:-

- Mill Meadows – Sunday 19 July 2015 10.30 am – 11.45 – Service on the Bandstand;
- Marsh Meadows - Church barbecue and bouncy castle - 1 – 4 pm – Sunday 19 July 2015
- Freemans Meadow - Fun in Park day Monday 20 July - 12 noon – 3 pm

South Oxfordshire Housing Association and the Gainsborough Residents Association are holding their annual event at Makins Recreation Ground, in partnership with NOMAD, on Thursday 23 July 2015 – 4 pm – 7 pm

A member raised concerns regarding Marsh Meadows being used for events such as the Henley Baptist Church barbecue with a bouncy castle and queried whether this was appropriate in this unspoilt, open space. During the ensuing discussion it was noted:-

- barbecues are permitted (and encouraged) on Marsh Meadows but not on Mill Meadows
- there are often very large, impromptu, gatherings of people having barbecues and picnics on Marsh Meadows
- the wildlife areas lie on the perimeter of Marsh Meadows and activities tend to take place nearer to the towpath therefore there should be no conflict
- the unspoilt nature of Marsh Meadows should be preserved

It was suggested the Town Council's Policy for the Use of Mill and Marsh Meadows should be reviewed.

**Action: The policy for the Use of Mill and Marsh Meadows be reviewed.**

The meeting ended at 8.10 pm

bw

Chairman