

Present: Chairman, Councillor S Gawrysiak – Oxfordshire County Council (OCC) and Henley Town Council (HTC)
Councillor Ian Clark – (HTC)
Councillor K George – Harpsden Parish Council
Mrs Jackie Walker – Bix and Assendon Parish Council
Mr David Dickie, Henley in Transition
Mr P Fleming, Henley in Transition
Mr D McEwen, Henley in Transition

In Attendance:

Cath Adams – Planning and Project Manager
Kirsty Waterman – Planning and Transport Administrator
India Burgess - Student
3 members of public

1. APOLOGIES FOR ABSENCE

Apologies for absence were **RECEIVED** from The Mayor Councillor Ken Arlett - Vice Chairman – HTC, Councillors Ian Reissmann (HTC), Laurence Plant (HTC), John Halsall (Remenham Parish Council), and Darrel Poulos (Remenham Parish Council)

The Chair explained the Committee was not quorate as there were not three Henley Town Councillors present. However, items on the agenda could still be discussed.

2. DECLARATIONS OF INTEREST

No declarations of interest were **RECEIVED**.

3. PUBLIC PARTICIPATION

Louise Dodd a Henley Resident was pleased to see tree planting on the agenda and that funding has been highlighted. She asked if hanging baskets can be replaced with staggered trees on certain roads and the hanging baskets moved to other places.

6.10pm Dave McEwen joined the meeting

Louise Dodd also raised a query over the taxi rank on Hart Street. The rank has 4 spaces for parked taxis but there are often 5 which spill on to the bus bay causing a traffic jam down to the traffic lights when the bus requires its space.

Councillors Gawrysiak and Clark are to look into the issue. The Chair stated that SODC's licensing committee log and monitor evidence of offending taxis to build up a picture of events. SODC enforce correct taxi rank usage as can the Police.

Taxis have also been caught idling many times. They are being encouraged to stop idling.

4. **MINUTES**

The Minutes were **RECEIVED, APPROVED** and **SIGNED** by the Chairman as a true record of the meeting of the Transport Strategy Group on 1 April 2019.

5. **AIR QUALITY**

The Chair reminded the Committee that the leadership has changed at SODC since the elections. SODC is now led by a coalition between Liberal Democrats and The Green Party and that it has been confirmed by the new leads that the £100,000 budget still remains for Air Quality initiatives and that they are in favour of supporting such projects. A meeting will be set up with SODC to offer final figures in a bid to move the proposal on for securing funds.

The Committee **RECEIVED** updates on the following items associated with air quality. Project groups for each topic were established in the Transport Strategy meeting on 4 February 2019 in a move towards submitting applications for funding from SODC's air quality budget. (Groups in italics):

- i. **Cycle Routes** – ***Councillor Laurence Plant and Ron White***
This item was deferred due to the absence of the topic lead.
- ii. **Walking** – ***Jackie Walker and India Burgess***
A paper was tabled (attached) detailing walking distances, calories burnt and a suggested walking time for 11 routes from various points around Henley to the Town Hall. A paper was tabled (attached) with options of signage for the walks and associated information. The cost is proposed at roughly £1,000 and another £1,000 for installation.
- iii. **Buses** – ***no separate group required at this stage***
There is to be a meeting in September with Reading Buses to discuss usage and progress.
- iv. **Trees And Greening** – ***Councillor Gawrysiak***
It was agreed that all are committed to increasing the number of trees in Henley. The scope could now extend beyond the town centre itself incorporating other sites within Henley on Thames.
 - 17 planters were delivered at the end of June.
 - A map of Hart Street with locations of trees will be organized. Planting in the ground versus having trees in planters was raised. There is a cost implication with the two options and this will be looked into further.
 - The report regarding the Urban Tree Challenge Fund on page 9 of the agenda was discussed. Suggested sites for trees will be gathered.

Councillor Stefan Gawrysiak, Patrick Fleming and Dave McEwen are to lead the tree initiative. Louise Dodd is happy to assist.

- v. & vi. **Electric Vehicle (EV) Charging Points and Henley Car Club** – ***Councillor Stefan Gawrysiak, Dave McEwen and Ian Clark***

A paper was tabled. (Attached)

It is looking increasingly likely that Henley Town Council will be able to use two spaces in Kings Road and/or Greys Road car park for the EV Charging points required for the Car Club. SSE will be required to install new connections to serve the spaces with rapid charging power. Co-Wheels will

- be required to input on this with their knowledge of recommended power levels.
- vii. Long stay Car Parks Signage Locations – **Cath Adams and Patrick Fleming**
Patrick Fleming and HTC's Planning and Project Manager attended a webinar with a company who manage car park signage, during which it was established that there are 8 private car parks off the Kings Road carpark and their system would not be suitable in this scenario. A company has been contacted which has a more flexible system using APNR. Conversations will continue, with the idea being to direct cars to the long stay car park.
 - viii. Kill Your Engine/No Idling Campaign – **Councillor Gawrysiak and David Dickie**
Signs and banners around town have been very well received and people are aware of the campaign, indeed approaching members asking how they can help as they are keen to support the cause and "do their bit". There are currently 12 volunteers who have high visibility jackets and spread the message. Further funds would be very useful to continue the good work and provide resources with a suggestions of match funding from SODC to complement the funds already raised by Henley Town Council at Full Council on 30 April 2019.
 - ix. Greening At Northfield End – **no separate group required at this stage**
Project is going ahead with Recreation and Amenities Committee. No further action required at this stage but the volunteers, some of whom were in the public gallery, were reminded to submit requests for funds should they require, to continue their good work.
 - x. Measuring Particulates – **Councillor Gawrysiak**
Three tenders were received for carrying out the work to measure particulates. After analysis and discussion Company B was selected to carry out data collection for 12 months. The site of the measuring box is to be at the bottom of Greys Road. Permission is being sought from the building's owner. This site has been selected as previously highlighted to contain the highest levels of pollutants.
 - xi. Traffic Flow - **Councillor Gawrysiak**
Officers are awaiting a date from Oxfordshire County Council (OCC) to set up a meeting between Henley Town Council, Peter Brett and OCC to agree the parameters of the study for traffic flows.
 - xii. 20 mph – **Councillor Gawrysiak**
Original figures for costings were too high. Further tenders were sent out, have been received and reviewed. Figures are to be presented to Planning Committee on 16 July 2019, then to Full Council on 30 July 2019 at which point it will be possible to give the go ahead to Oxfordshire County Council.

6. WORLD CAR FREE DAY

The Committee **DISCUSSED** this year's World Car Free day which is to be held on Sunday 22 September 2019. The Committee **DISCUSSED** Henley participating and **DECIDED** the specific date of 22 September 2019 might not work for Henley as it is a Sunday. It was also agreed the exact location of the car free area needs to be clarified in further discussions along with a date, status for example voluntary or compulsory with planned or casual road closures. It was suggested that Reading Buses could be asked to operate for the occasion if on a Sunday. Councillor

Gawrysiak is to liaise with Reading Buses when the time comes to progress the project. On Sundays in Henley there are a lot of visitors so arrangements for their cars to be parked outside the car free zone would need to be in place. Case studies of other car free days in towns of a similar size are to be researched.

7. ELECTRIC VEHICLE SHOW

The Committee **DEFERRED** discussion on an Electric Vehicle show being held in Henley on Thames to a future meeting. The show would be along the lines of one held in Oxford recently.

8. TRANSPORT CONSULTANCY

The Committee **RECEIVED** and **NOTED** the notes of the meeting held on 13 June 2019 with Peter Brett Associates and Henley Town Council at the Peter Brett Offices. A further traffic count study was held week commencing 24 June 2019. Once data has been collated, analysis will occur.

£1200 will be required to fund Peter Brett Associates' attendance at a meeting with OCC to consider modelling.

9. FUTURE PROJECTS

The initial list of projects are on track for delivery, funding provided. The Committee **DISCUSSED** future projects for the Transport Strategy Group. Potential future projects could include tree planting locations, kerbside EV charging points in areas with terraced housing, and do more to move people away from using their cars within Henley on Thames.

10. FURTHER PUBLIC PARTICIPATION

The Committee **RECEIVED** no further questions from members of the public relating to items discussed during the meeting.

The meeting closed at 7.33pm

KW/CA

2 July 2019

June 2019

Walking Routes and Signage

Timings

(From x location to the Town Hall)

Location	Distance	Walking time (combination real walking and Google maps times)	Est. calories
Greys Road car park (toilets)	440ft, 134m	2 minutes	75kg (11.8 stone) = 8-11 65kg (10.2 stone) = 7-10
Rugby club car park	0.5 miles, 805m	10 minutes	75kg (11.8 stone) = 39-56 65kg (10.2 stone) = 34-49
Clements Road	0.6 miles, 966m	13 minutes	75kg (11.8 stone) = 47-68 65kg (10.2 stone) = 41-59
Valley road roundabout	0.7 miles, 1.23km	14 minutes	75kg (11.8 stone) = 55-79 65kg (10.2 stone) = 48-68
One stop roundabout	0.9 miles, 1.45km	16 minutes	75kg (11.8 stone) = 63-90 65kg (10.2 stone) = 55-78
Manor road	1 mile, 1.61km	18 minutes	75kg (11.8 stone) = 71-102 65kg (10.2 stone) = 61-88
Harpsden road/Peppard Lane	0.8 miles, 1.29km	17 minutes	75kg (11.8 stone) = 67-96 65kg (10.2 stone) = 58-83
Mill Lane car park	1.1 miles, 1.77km	22 minutes	75kg (11.8 stone) = 87-124 65kg (10.2 stone) = 75-108
River and Rowing museum	0.7 miles, 1.13km	14 minutes	75kg (11.8 stone) = 55-79 65kg (10.2 stone) = 48-68
Mill meadows	0.6 miles, 970m	11 minutes	75kg (11.8 stone) = 43-62 65kg (10.2 stone) = 38-54
Train station	0.5 miles, 810m	9 minutes	75kg (11.8 stone) = 35-51 65kg (10.2 stone) = 31-44

11 locations.

+ additional signage in the square to indicate times to walk to these locations

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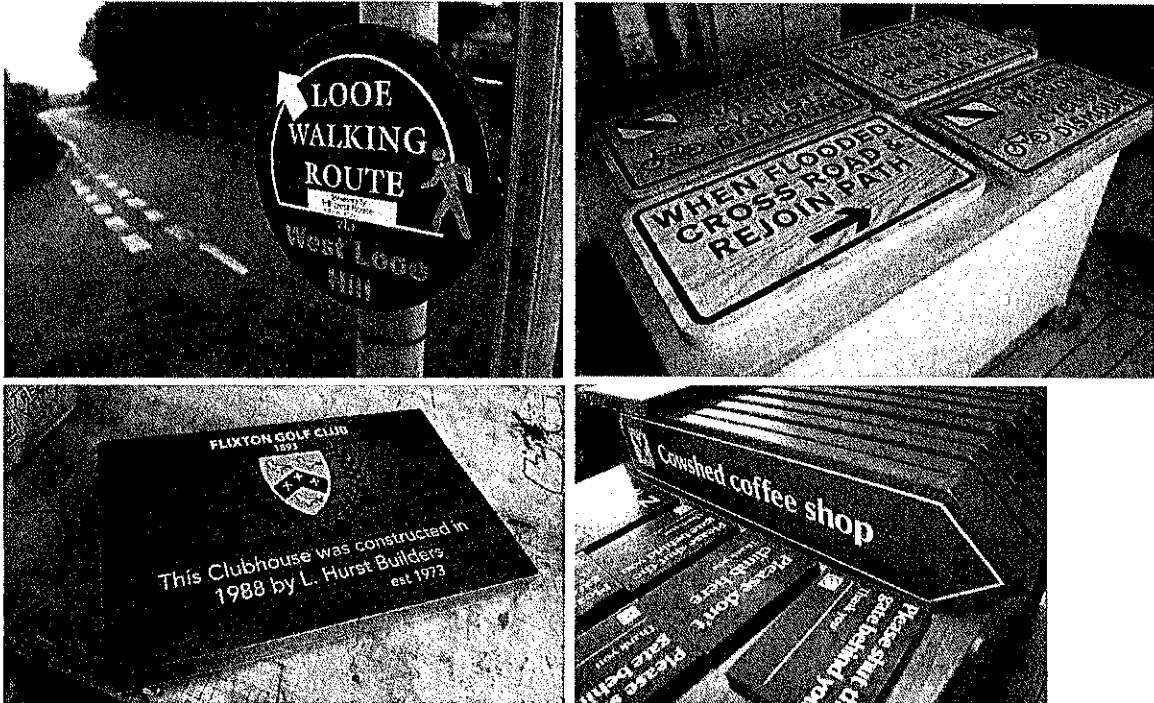
Signage

The Grain

Phone: +44 (0)1579 349 911

<http://www.thegrain.co.uk/wooden-signs/interpretation-and-wayfinding/government-authority/>

Specialist wooden sign company, work a lot with local government authorities and national trust places.



*Left two images are iroko wood – very durable, unlikely to get damaged.

Quotation (rough)

200-250ml iroko wood round or cropped square signs, 32ml thick = approx. £50 per sign + mounting fee

Mounting fee: onto existing post using trammel clip and stainless steel screws = approx. £15 per sign

Total for 12 signs = 12 x £65 = approx. £780

Suggestions

Sponsored signs – local authorities they have worked with in Devon enable local businesses to sponsor signs, and have their logo on a sign.

Monoliths, which are elegant and avoid sign pollution, but more expensive.

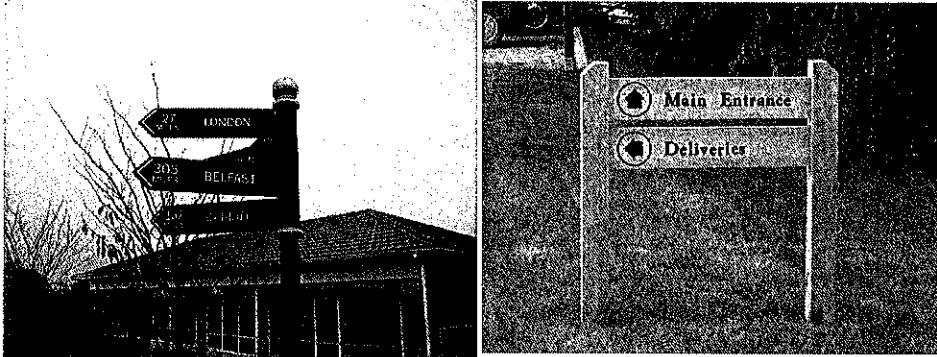


Signs Express

Phone: 0118 975 1155

<https://www.signsexpress.co.uk/>

Largest national sign company. They have Oxford, Reading, and Slough shops locally. A wide-range of signs available, including wooden directional signs. Strange website.



Quotation

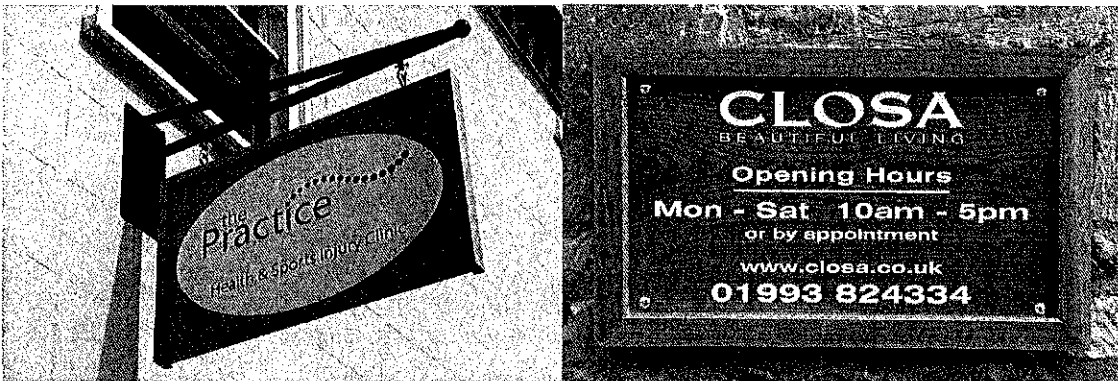
Called and emailed to request a quote on Friday 28th June 2019.

TradeMark Signs Oxford

Phone: 01865 366809

<http://www.trademarksigns.co.uk/>

Local Sign Company, wide portfolio and can do wooden signs.



Quotation

Emailed for a quote on Friday 28th June 2019.

25th June 2019

Car Clubs Update Report for Transport Strategy Meeting 1st July 2019

1. Background

- 1.1 Henley in Transition (HiT) has been working to introduce a car club to Henley over the past 3 years. It is aiming to have two car club cars in place by the end of this year.
- 1.2 A car club is a social initiative, which offers an alternative to private car ownership. Starting with two cars, the car club would allow residents and businesses to hire cars for short periods of time. Users pay hourly, and return cars to dedicated spaces in local car parks.
- 1.3 Car clubs offer a range of benefits to a local community. These include financial benefits; reductions in pollution in the town, and of individuals' carbon footprints; reducing pressure on parking spaces in the town centre; and providing increased personal freedom.

2. Actions taken so far

- 2.1 Co-Wheels has been chosen as the provider of the car club cars, following a tender process. Contact is underway with SODC regarding the donation of two parking spaces in Greys Road car park for the car club cars, as well as for the installation of electric charging points.
- 2.2 A Facebook page has been created, a survey has been drafted, and an article has been produced which will be submitted to the Henley Standard in coming weeks. These actions hope to raise awareness of the car club; increase engagement with the project; and assess demand for the initiative in detail.

3. Demand for a Car Club

- 3.1 Co-Wheels have assessed the likely demand for a Car Club in Henley by using a demographic mapping tool. This considers the available data on the residents of Henley and divides them up into 10 categories such as Affluent Professionals, Empty Nesters etc.
- 3.2 From their experience of running many car clubs around the country they are aware of which categories are most likely to make use of a car club. There is a high density of the required categories in Henley and Co-Wheels consider Henley to be an ideal town in which to start a car club.

4. Actions planned

- 4.1 Further communication with SODC on their donation of parking spaces is required, and to progress the installation of electric charging points.
- 4.2 Raising awareness of the car club needs to continue. The survey needs to be trialed and finalised, so that it can be circulated. The article needs to be completed, and submitted to the Henley Standard for publication. Content for the Facebook page needs to be considered, as well as a social media marketing strategy.
- 4.3 When SODC grants the designated spaces and provides the charging point(s), then Co-Wheels will get involved with planning for the launch

Agenda Item 5 vi

- 4.4 Planning for further car club cars around the town. Possible designated spaces need to be identified and permissions obtained.
- 4.5 Crowdfunding is being considered for the additional cars. This would mean that the 3rd car (and 4th, 5th) could be introduced more quickly than waiting for organic growth.