

Present: The Mayor, Councillor Mrs E Hodgkin
The Deputy Mayor, Councillor S Gawrysiak
Councillor Mrs J Bland
Councillor D Clenshaw
Councillor Miss S Evans
Councillor Miss K Gehrman
Councillor I Reissmann
Councillor D Silvester
Councillor Mrs J Wood

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

Also Present: Councillor D Hinke
1 member of the press
5 members of the public

The Mayor, Councillor Mrs E Hodgkin took the Chair.

1. ELECTION OF CHAIRMAN

The Mayor, Councillor Mrs E Hodgkin called for nominations for the election of Chairman for the year 2012 – 2013.

Councillor S Gawrysiak proposed and Councillor I Reissmann seconded that Councillor Mrs J Wood be elected Chairman for the year 2012 - 2013.

There being no further nominations, and following a vote, it was **RESOLVED**

that Councillor Mrs J Wood be elected Chairman of the Recreation and Amenities Committee for the following municipal year 2012 – 2013.

Councillor Mrs J Wood took the Chair.

2. ELECTION OF VICE-CHAIRMAN

The Chairman, Councillor Mrs J Wood called for nominations for the election of a Vice Chairman for the year 2012 - 2013.

Councillor Mrs E Hodgkin proposed and Councillor Miss K Gehrman seconded that Councillor D Clenshaw be elected Vice-Chairman for the year 2012 - 2013.

There being no further nominations, and following a vote, it was **RESOLVED**

that Councillor D Clenshaw be elected Vice-Chairman of the Recreation and Amenities Committee for the year 2012 - 2013.

3. **TERMS OF REFERENCE**

The Committee received and considered the Terms of Reference for the Recreation and Amenities Committee. It was **RESOLVED**

that the Terms of Reference for the Recreation and Amenities Committee be adopted.

4. **APOLOGIES FOR ABSENCE**

None received.

5. **DECLARATIONS OF INTEREST**

Councillor I Reissmann declared a personal interest in minute 14 - Woodland Memorial – Sue Ryder as a member of Henley in Transition.

6. **PUBLIC PARTICIPATION SESSION**

Mr R Atkin – 52 Elizabeth Road – Minute 9 Jubilee Walk – Mr Atkin spoke in favour of his proposal and commented that the footfall would mark the path in the grass should it not be mown specifically and that the path could avoid wet areas. Mr Atkin extended an invitation to meet with any member to show them the proposed route of the path should they wish.

Mr D Dickie – 14 St Katherines Road – Chairman of the Henley Hockey Club. Minute 15 – Jubilee Park Sponsorship Boards and Branding – Mr Dickie advised members that the revised submission had taken into account the Committee's comments. The top of the sponsorship boards would now be level with the top of the hockey goals (if they were at ground level hockey balls would damage them) and the branding boards were reduced in size. He hoped the Committee would look favourably upon the proposal.

7. **VARIATION OF ORDER OF BUSINESS**

In accordance with Standing Orders 5 (a) (vi) it was **RESOLVED**

that the order of business on the agenda be altered to allow the Committee to consider the item regarding the Fairmile Verges – Jubilee Walk as minute 9.

8. **MINUTES**

i. The minutes of the Recreation and Amenities Committee meeting held on 1 May 2012 were approved and then signed by the Chairman, Councillor Mrs J Wood as a true record.

ii. The Committee received and considered the minutes of the Mill Meadows and River Sub Committee held on 26 April 2012 and made the following comments:-

Minute 49 – Jubilee Celebrations at Mill Meadows - The Committee received an update on the River Pageant and noted that over 90 boats are now registered and agreed free mooring should be provided at Mill Meadows for participants.

Minute 52 – Signage to Advertise Regatta Parking - a member queried whether the signage was permanent or temporary. It was confirmed the signage was temporary and was to encourage parking during the Regatta. After discussion the Committee **RESOLVED**

that the Regatta parking signage be put up the Monday before Regatta and remain in place for 2 weeks for the duration of the Henley Royal Regatta and the Henley Festival.

The Committee **RESOLVED**

that the minutes of the Mill Meadows and River Sub Committee held on 26 April 2012 be received, approved and adopted.

- iii. The Committee received and considered the minutes of the Henley in Bloom/Civic Pride Sub Committee held on 8 May 2012.

The Committee discussed whether items considered by the Henley in Bloom Committee need to be approved by the Recreation and Amenities Committee as they control their own budget. The Town Clerk referred to item 5 in the Henley in Bloom Terms of Reference as follows “The Sub Committee shall make recommendations to the Recreation and Amenities Committee regarding policy and strategic matters...”. It was noted that the Henley in Bloom Sub Committee often make decisions that need to be implemented promptly and that these are not generally concerned with policy or strategic matters and therefore are acceptable under their delegated powers (item 4).

The Committee **RESOLVED**

that the minutes of the Henley in Bloom/Civic Pride Sub Committee held on 8 May 2012 be received, approved and adopted.

9. FAIRMILE VERGES – JUBILEE WALK

The Committee received and considered a proposal from Mr R Atkin regarding the creation of a Jubilee Walk along the eastern side of the Fairmile along with a report listing additional considerations.

The Committee noted the proposal included installing a culverted bridge over the Assendon Spring and that planning permission may be required. The Town Clerk advised that this project would be eligible for the Town Council to apply for a grant from TOE2 (Trust for Oxfordshire’s Environment Ltd) however the Board would want to know about voluntary involvement with the project and if funded through the Landfill Communities Fund would require the Town Council to contribute 10% of the total cost. The Committee noted Mr Atkin had estimated the costs as £2,000 and on this basis a contribution of £200 would be required.

After discussion the Committee **RESOLVED TO RECOMMEND**

that the Council agree, in principle, to the creation of a Jubilee Walk along the eastern side of the Fairmile, including the building of a culverted bridge over the Assendon Spring by the pedestrian island/30 mph sign subject to funding being obtained from TOE2 (Trust for Oxfordshire's Environment Ltd)

that a grant application be made to TOE2 to fund this project and a further report be bought back to the Recreation and Amenities Committee

The Committee thanked Mr Atkin for his proposal to create a Jubilee Walk along the Fairmile, which is appropriate as the outer avenue of Turkey Oak trees were planted in honour of the Queen's Coronation and the inner avenue of Lime trees for the Silver Jubilee.

10. APPOINTMENT OF SUB COMMITTEES, THE MEMBERSHIP THEREOF AND THEIR TERMS OF REFERENCE

i.a) The Committee considered the appointment of the members to the Mill Meadows and River Sub Committees and **RESOLVED**

that the following Councillors be appointed to the Mill Meadows and River Sub Committee for 2012/2013:-

Councillor D Clenshaw
Councillor Miss S Evans
Councillor S Gawrysiak
Councillor Miss K Gehrman
Councillor Mrs E Hodgkin (ex officio)
Councillor Mrs J Wood
Co-opted members: Mr A Brown, River and Rowing Museum
Mrs S Rankin, Henley Wildlife Group

i.b) The Committee considered the Terms of Reference for the Mill Meadows and River Sub Committee for 2012 – 2013 and **RESOLVED**

that the Terms of References for the Mill Meadows and River Sub Committee be adopted.

ii.a) The Committee considered the appointment of the members to the Christmas Events and Decorations Sub Committees and **RESOLVED**

that the following Councillors be appointed to the Christmas Events and Decorations Sub Committee for 2012/2013:-

Councillor Mrs E Hodgkin (ex officio)
Councillor Miss S Evans
Councillor Mrs P Phillips
Councillor Mrs J Wood
Co-opted Members: Mr A J Follett – Lions Club of Henley
Mr J Hobbs – Henley Partnership
Mr I McGaw – Rotary Club of Henley Bridge
Mr R Reed – Henley Standard
Mrs M Thomas – River & Rowing Museum
Mrs Catherine Yoxall – River & Rowing Museum
Ms J Perigo - Chair of the Living Advent Calendar

- ii.b) The Committee considered the Terms of Reference for the Christmas Events and Decorations Sub Committee for 2012 – 2013 and **RESOLVED**

that the Terms of References for the Christmas Events and Decorations Sub Committee be adopted.

- iii.a) The Committee considered the appointment of the members to the Henley in Bloom and Civic Pride Sub Committees and **RESOLVED**

that the following Councillors be appointed to the Henley in Bloom and Civic Pride Sub Committee for 2012/2013:-

Councillor Miss K Gehrman
Councillor Mrs E Hodgkin (ex officio)
Councillor Mrs P Phillips
Councillor Mrs J Wood
Co-opted members: Mr A Follett
Mrs G Follett
Mr A Hawkins
Mr S Khan
Mrs C Langler
Mr R Reed
Mrs M Taylor

- iii.b) The Committee considered the Terms of Reference for the Henley in Bloom and Civic Pride Sub Committee for 2012 – 2013 and **RESOLVED**

that the Terms of References for the Henley in Bloom and Civic Pride Sub Committee be adopted.

11. **BUDGET**

The Committee received, considered and noted the outturn of the budget report to March 2012 (final figures). The Committee also received and noted the Mill Meadows car parking income to 21 May 2012.

12. **JUBILEE PARK – CAR WASH PROPOSAL**

The Committee received and considered further information from Mr A Shafi and a report outlining additional points for consideration regarding establishing a car wash in the Jubilee Park car park by the Henley Hockey Club Clubhouse.

During discussion the following points were made:-

- there are no drains in the car park and this area has a history of sewage and drainage problems.
- the need for an additional car wash in Henley was debated
- should permission be given it should be on the basis of a 3 or 6 month trial period
- car washing schemes such as this have operated successfully under other authorities
- a car wash would provide an additional service to residents
- should the Town Council be supporting businesses that use water in light of current restrictions
- neighbouring properties could be disturbed by noise from power washers/vacuum cleaners etc

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

that the Committee do not give permission for a car wash operation at the car park of Jubilee Park

13. **PROGRESS REPORT**

The Committee received and noted the progress report and made the following comments:-

Woodland Memorial/Henley New Forest – the Town Clerk advised that Sue Ryder will provide a proof/picture of the signage for approval

Makins Recreation Ground – Queen Elizabeth II Field – this item has been referred back to Finance Strategy and Management in order to clarify the implications/benefits.

14. **WOODLAND MEMORIAL – SUE RYDER**

The Committee received and considered the Licence to Underlet relating to the land at Tilebarn, Henley on Thames and it was **RESOLVED TO RECOMMEND**

that the Licence to Underlet relating to the land at Tilebarn be signed and sealed at Full Council on 12 June 2012.

15. **JUBILEE PARK – SPONSORSHIP BOARDS AND BRANDING BOARDS**

The Committee received and considered a further proposal from the Henley Hockey Club regarding sponsorship and branding boards at Jubilee Park including a picture of the Henley Hockey Club Branding Board.

The Committee commended the Henley Hockey Club on the revised plans which have taken account of the recommendations made at the last meeting.

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

that permission be given for 2 sponsorship boards at Jubilee Park subject to the following conditions:-

- **one sign only for AFC Henley and one sign only for Henley Hockey Club – each club to retain the funds of their own sign**
- **each club to donate 5% of any income obtained to Henley Town Council**
- **the two signs to be located on the shortest fence located next to the entrance gate to the astropitch**
- **further permission to be sought from the Town Council for any additional signs**
- **each sponsorship board would be 6 metres long and 1 metre high**
- **the top of the signs to be at the same height as the height of the hockey goal crossbar (7 ft above the ground)**
- **the permission be given for a 3 year term and the Clubs then approach the Council for further permission**

that permission be given for Henley Hockey Club to place a branding board on each side of the fence adjacent to the Tesco car park. The sign to be in navy and gold and to be 3 metres wide and to read “Welcome to Henley Hockey Club at Jubilee Park plus the Henley Town Council badge and Henley Hockey Club/Sponsor logo.”

16. HENLEY ON THAMES ALLOTMENT ASSOCIATION

The Committee received and noted a letter from the Allotment Association thanking the Town Council for the improvements to Watermans Allotments including the deer fencing and clearance of the vision splay. The Committee also noted that:- the Allotment Association has undertaken a clearance exercise and the visual aspect of the allotments is greatly improved; new starter plots have been introduced , several over grown plots have been bough back into use and both Watermans and Greencroft Allotments are almost full.

The meeting closed at 8.50 pm.

Chairman

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