

- Present: The Chairman, Councillor Mrs J Wood
The Vice Chairman, Councillor D Clenshaw
The Mayor, Councillor Mrs E Hodgkin
The Deputy Mayor, Councillor S Gawrysiak
Councillor Mrs J Bland
Councillor Miss S Evans
Councillor D Silvester
Councillor M Akehurst (substituting for Councillor I Reissmann)
- In attendance: Mr M Kennedy – Town Clerk
Mrs B Walker – Committee Administrator/Minute Taker
- Also Present: 2 members of the public
1 member of the press

66. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Miss K Gehrman and Councillor I Reissmann.

67. DECLARATIONS OF INTEREST

None received.

68. PUBLIC PARTICIPATION SESSION

None.

69. MINUTES

- i. The minutes of the Recreation and Amenities Committee held on 8 January 2013 were approved and then signed by the Chairman, Councillor Mrs J Wood as true record.
- ii. a. The Committee received and considered the minutes of the Mill Meadows and River Sub Committee held on 22 January 2013 and made the following comments:-
Page 3 – Minute 87 – Refurbishment of Public Toilets - Pavilion
The Toilet Refurbishment Working Group had a very informative meeting with representatives of the Regatta for the Disabled particularly regarding provision for disabled children and will visit toilets recommended by them as providing high quality facilities as an example.
Page 4 – Minute 89 – The Glade
It was noted the Parks Services Manager had advised the trees should be planted in the autumn, rather than April, to give them the greatest chance of survival.

The Committee **RESOLVED**

that the minutes of the Mill Meadows and River Sub Committee held on 22 January 2013 be received, approved and adopted.

- b. The Committee received and noted an update from Councillor Miss S Evans with regard to the Coronation River Pageant to be held on Sunday 2 June 2013 and noted plans are progressing well and a website is in the process of being designed. Thanks were extended to the Town Clerk and Committee Administrator for their help in response to a range of queries.
- c. The Committee received, considered and noted the hiring charges and logistics regarding the hire of deck chairs at Mill Meadows. Members approved the quality and design of the deckchairs from the sample deckchair on display at the meeting. Thanks was extended to the Committee Administrator for sourcing the deck chairs.

The charge of £2 was felt to be appropriate for the first year and would encourage their use. Whether to charge a deposit was debated and it was felt, on balance, it was a good idea as it would encourage hirers to take care of the deckchairs and to return them to the Visitor Information Centre at the end of the hire period. It was noted the system would be monitored and reviewed during the summer and amendments made as required in order to ensure the scheme runs smoothly.

The Committee **RESOLVED TO RECOMMEND**

that the hire charges for the deckchairs for 2013 be a flat rate of £2.00 and a £10 refundable deposit be charged. The charge and the deposit to be reviewed in the autumn.

- iii. The Committee received and considered the minutes of the Christmas Events and Decorations Sub Committee held on 29 January 2013.

It was noted a revised budget report will be sent to all members of the Christmas Events Decorations Sub Committee as the one circulated was incomplete.

The Committee **RESOLVED**

that the minutes of the Christmas Events and Decorations Sub Committee held on 29 January 2013 be received, approved and adopted.

70. BUDGET

The Committee received and noted the budget report to December 2012.

71. PROGRESS REPORT

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

First Chapel – The Committee acknowledged this item will remain on the progress report until the Counter Part lease is received by the Town Council.

Poplar Trees – Mill Meadows – The Committee was advised a meeting will take place on Thursday 14 February with representatives of the River and Rowing Museum and the Town Council to discuss the poplar trees at Mill Meadows.

72. HENLEY SKATEPARK INITIATIVE

The Committee received and noted an update on the first meeting of the Makins Wheeled Sports Facility held on 12 February 2013 including the membership, the terms of reference, possible sources of funding, suppliers and the requirement to apply for planning permission.

A member queried the name of the working group as not “plain English” and it was explained the term “wheeled sports” was used as it encompassed skateboards, scooters and bmx bikes. It was asked that this concern be fed back to the working group.

In response to a query regarding officer time at working groups, the Town Clerk explained he had attended this meeting in his own time and in a voluntary capacity as he has experience in the procurement process and installation of such facilities and wanted to help. It was noted he would not be attending every meeting of the group.

The Chairman thanked the Town Clerk for his commitment in attending the meeting in his own time.

During discussion the following points were clarified:-

- the testing of the subsoil would take place as part of the tendering process.
- consultation has taken place with the local community
- the plans for the skate park will be presented to the Recreation and Amenities Committee/Full Council for approval
- the timescale for the project is not confirmed – in the meantime the Council would be remiss if it did not look after the current skatepark which is a Town Council asset.

The Committee **RESOLVED TO RECOMMEND**

that the membership of the Makins Wheeled Sports Facility Working Group be noted as follows: Councillor Miss K Gehrman (Chairman), Councillor Mrs J Bland and Councillor S Gawyrsiak, Mrs G Dodds, Mr C Brathwatie (Vice Chairman), Mr A Seldon, Mr J Lipscombe and Mr J Clarke.

that the terms of reference of the Makins Wheeled Sports Facility Working Group be adopted as follows:-

- **To consider any possible actions needed in support of Henley Town Council (HTC) decisions on the HSPI (Henley Skate Park Initiative) proposals and report recommendations to the HTC Recreation and Amenities Committee**
- **To support HSPI in producing a draft specification for the skate park which is suitable to send to potential developers for tendering purposes. To include any ancillary aspects such as landscaping**
- **To conduct a procurement process based on 2 or 3 tenders and sign up a development partner**
- **To explore all of the funding options and consider options for making applications for funding**
- **To complete any application for funding**
- **To engage with relevant authorities to consider planning issues**
- **To consult widely with all of the stakeholders. (Users of the current facility and potential users of the new facility, residents and HTC)**
- **To research previous use of the land and how it may affect future use**

73. STATUE – MERMAID AT RED LION LAWN

- i. The Committee received and considered the Heads of Terms document, as amended by the Promoter, following comments made by the Town Council's solicitor.

Councillor Miss S Evans presented a revised copy of this document with two further minor amendments as follows:-

- the charity will receive the money within 10 days of the sale (rather than 3 months.
- the full number of the charity's insurance policy is listed – 61.147.573.450.

The Chairman thanked Councillor Miss S Evans for her hard work and determination in progressing this matter.

The Committee **RESOLVED TO RECOMMEND**

that the Heads of Terms agreement as presented to the Committee be adopted with the following amendments:-

- **the charity will receive the money within 10 days of the sale**
 - **the full number of the charity's insurance policy is listed – 61.147.573.450.**
- ii. The Committee received a draft of the two intended plaques. Councillor Miss S Evans advised she had had confirmation from the promoter that the plaque could be amended to read *line one* Ama of the Thames *line two* Henley on Thames, *line three* Lat 51.537699 Lon 0.901276. The second plaque to read *line one* KOHiNOOR *line two* Art for Charity.

The Committee **RESOLVED TO RECOMMEND**

that the layout of the plaques be approved as follows:-

Plaque One - *line one* Ama of the Thames *line two* Henley on Thames, *line three* Lat 51.537699 Lon 0.901276

Plaque Two - *line one* KOHiNOOR *line two* Art for Charity.

Now that everything that has been requested by this Committee is in place, the Chairman said she looks forward to seeing the statue at Red Lion Lawn shortly.

74. WOODLAND MEMORIAL

The Committee received and noted the Sue Ryder leaflet promoting the promotion of the sale of trees at the Woodland Memorial celebrating their 60th anniversary.

The Committee requested the following comments be fed back to Sue Ryder regarding the leaflet to help sell more trees and raise more funds:-

- the words Berks, Bucks and Oxon be deleted from the top
- the words in italics be added "For 2013 only you can sponsor a Maple, Beech or Hornbeam tree for £120, which will *help* fund our specialist nursing and incredible care for a day"

and **RESOLVED**

that permission be granted to Sue Ryder to use the Henley Town Council crest.

The meeting closed at 8.35 pm.

bw

Chairman

