

**Present:** Councillor Mrs P Phillips (Chair)  
Councillor Mrs J Bland  
Councillor W Hamilton  
Councillor D Hinke  
Councillor D Nimmo-Smith  
The Mayor Councillor S Gawrysiak (ex officio)

**In Attendance:** Mr M Kennedy – Town Clerk  
Mrs N Taylor – Committee Administrator / Minute Taker

**Also Present:** 1 Member of the Press  
6 Members of the Public

**89. APOLOGIES**

Apologies received from Councillors M Akehurst, Ms K Hinton and Ms L Meachin.

**90. DECLARATIONS OF INTEREST**

None received

**91. PUBLIC PARTICIPATION SESSION**

Mr Justin Bowles – 8 St Marks Road. Mr Bowles advised the Committee that weight restriction Traffic Regulation Orders are frequently implemented for environmental reasons, including danger to pedestrians, congestion, noise and air quality. He further advised that the Government has established a strategic road network of Trunk roads for the purpose of carrying HGV's across long stretches of the Country. The roads in Henley are A roads, not Trunk roads, and as such are not included in the network of roads designated as suitable for the use of HGV's. Mr Bowles requested that this Committee supports the request made in his letter for a weight restriction Traffic Regulation Order for Henley.

**92. MINUTES**

The Minutes of the meeting of the Town and Community Committee held on 21 January 2014 were received, approved and signed by the Chairman as a true record.

**93. PROGRESS**

Members received a report on progress, and after the following observations noted the information contained therein.

Old Fire Station Gallery and Barn Users Group Planning Applications for the signs and notice boards are awaiting a decision from SODC. A ramp of reduced size is now in place, a new hanging system has been installed and quotes for the provision of footprints guiding people to the gallery requested.

Fairtrade Town Councillor I Reissmann now assisting with the investigation into renewing the town's Fairtrade Status. It was noted that there was a good article on Fairtrade in the Waitrose magazine. Any Councillors interested in being part of a working group should advise, Councillor Phillips, Reissmann or Wood.

CPE Oxfordshire County Council is looking at CPE over the whole County, and Councillor D Nimmo-Smith has encouraged them to approve the scheme and provide the funding for any legal requirements as soon as possible.

Town Hall Sound System Site visits from three specialists carried out – once received the reports will be presented to a later meeting.

ByBox Lockers South Oxfordshire District Council has suggested the Greys Road car park as a possible location for a locker. It was noted that SODC would be responsible for any planning permissions that are required.

94. **BUDGET**

Members received the Management Accounts to 31 January 2014, copy having been issued. It was **RESOLVED**

**that the report be noted**

95. **POLICE**

Members received a local area update report from Inspector Mark Harling and noted the information. It was **RESOLVED**

**that the report be noted**

Members noted that the police would like to remind residents that they need to be securely locking both doors and windows on their houses, and making sure that there are no valuables left on display in vehicles.

Thanks were given to the local police team for all their hard work, especially around the Greys Road area where residents have come together and are sourcing funding for Ally gates.

96. **OLD FIRE STATION GALLERY / KINGS ARMS BARN WORKING GROUP**

Members received and considered the notes of the meeting held on Thursday 16 January 2014. It was **RESOLVED**.

**that the notes of the Old Fire Station Gallery / Kings Arms Barn Working Group meeting be noted.**

**97. TRAFFIC ADVISORY**

i) Members received and considered the notes of the Traffic Advisory Committee Meeting held on 21 January 2014, and after the following observations it was **RESOLVED**

**that the notes be noted.**

A Member commented that minute 35 made an inaccurate statement that had not been discussed at the meeting, and was informed that in fact, the statement was clearly printed on the Agenda, and the item in question should be referred back to Traffic Advisory for further debate.

A Member questioned how under minute 37 Progress, La Farge quantifies what it pays towards the cost of repairs to highways caused by their lorry usage, and was advised that closer to the works La Farge would pay for all damage but further away, i.e. in Henley, it would be down to the Council to prove that La Farge lorries had caused the damage.

It was noted that the removal of materials from site had been routed through Reading, but the inert fill to return the land back to agricultural use can come from any area, and may travel through Henley.

ii) Members considered a letter requesting that this Council support the idea of a Weight Restriction Traffic Regulation Order for Henley.

It was noted that a meeting had taken place on Monday 3 March between representatives from both sides of the river and although Reading have had aspirations for a 3<sup>rd</sup> bridge for the past 50 years, Oxfordshire County Council and South Oxfordshire District Council were still concerned about the displacement of traffic and where it would go.

Reading Borough Council has agreed to carry out a traffic modelling to investigate where the traffic will go. Another meeting will take place between the three councils in June 2014.

Following further discussion it was **RESOLVED TO RECOMMEND**

**that this Council supports the idea of a 3<sup>rd</sup> Thames crossing providing that it has no detrimental effect on Henley, and**

**that a letter be sent to Oxfordshire County Council advising that this Council supports the idea of a Weight Restriction Traffic Order on the Henley bridge.**

**98. PARKING ISSUES IN HENLEY**

Members received and considered a report from OCC regarding parking issues in Bell Street and Northfield End.

It was noted that residents have been informed that the parking spaces are not for private use and will be made available for the use of residents who have residents parking permits.

Following a discussion regarding the Heritage aspect of Bell Street and the Georgian paving, it was **RESOLVED TO RECOMMEND**

**that this Council supports the proposals for changes to the Highway status in Northfield End, Bell Street and Bell Street South.**

**that Oxfordshire County Council is asked to convene the promised meeting to discuss the Heritage aspect of the Bell Street area.**

**99. STREET TRADING CONSULTATION**

Members considered an invitation from South Oxfordshire District Council to take part in a Street Trading Consultation (consultation closes 19 April 2014), and after acknowledging that Henley would be regularly consulted **RESOLVED to RECOMMEND**

**that this Council supports the new Street Trading Consent Application.**

**100. SWAN CREDIT UNION**

Members received a verbal report from the Town Clerk regarding the possibility of a Henley Community Bank being run with the support of Henley Town Council.

It was noted that although the Committee supports the idea of a Community Bank, it would be better run through either the Citizens Advice Bureau or an organisation such as NOMAD.

It was **RESOLVED TO RECOMMEND**

**that this Council supports the creation of a Community Bank but feels that it would be best organised through either NOMAD or the Citizens Advice Bureau.**

**101. HENLEY TOWN COUNCIL MAGAZINE**

Members were advised that the only thing stopping Henley Town Council from gaining Quality Council status is the lack of a magazine that provides information for its residents. The Town Clerk informed Members that a quarterly glossy magazine that would be delivered to every household could be produced at no cost to the Council and would raise the profile of both the Council and its Councillors.

Concern was raised that the magazine should not be political, but a newsletter from the Council to its residents. The Clerk confirmed that the law prevents any political content within the magazine.

It was noted that most other Councils produce similar publications.

Although some Councillors voiced concern that Higgs would not be producing this publication for the Council, and may possibly be detrimentally affected by

it, it was noted that they had been approached but had advised that they would not be able to help with this project because they did not have the capacity in-house to undertake this work. A publication of this kind should not have any effect on the circulation of the Henley Standard as it would only be produced quarterly and may possibly even generate some new advertisers for them. It was **RESOLVED TO RECOMMEND**

**that a pilot scheme be approved, with a review after a year to see how well it has been received.**

**102. WWI COMMEMORATIONS 3 AUGUST 2014.**

Members received a report from the Town Clerk advising the plans to commemorate the Centenary of the commencement of the First World War and requesting further suggestions.

It was noted that any events would be to commemorate not celebrate as stated on the Agenda.

The 'Lest We Forget' project has gained funding from the National Lottery fund and has arranged for three memorial plaques and a Book of Remembrance for people to sign which will be available both on line and at the Town Hall, the project group have had some excellent ideas including a drop of 500 poppies over the Market Place and planting poppy seeds in the flower tubs that could be blooming over the weekend of 3 August.

It was noted that other towns were making plans for events which included a memorial book, exhibitions, playing the last post on significant dates, distributing poppy seeds on post cards, stickers in vacant shops, remembrance services, photographic displays, parades, war memorials and drum head services.

The Remembrance exhibition held at Trinity Church for the past two years will take place for two weeks between 30 July and 13 August 2014 at the Old Fire Station Gallery.

Although the ideal of poppies planted in the town's planters was popular, it was decided that it would not be practical as poppies go over very quickly and it would not be possible to guarantee they would be flowering on the appropriate dates, therefore it had been decided by the Henley in Bloom Committee that sowing poppy seeds on the verges leading into town would be a more suitable idea.

It was **RESOLVED TO RECOMMEND**

**that this Committee supports the proposed plans for commemorating the centenary of the beginning of the First World War with a Drumhead Service at 3pm on Sunday 3 August 2014, and**

that any further suggestions of how best to maximise community involvement and participation be reported to Full Council on 1 April 2014.

**103. EXCLUSION OF THE PUBLIC AND THE PRESS**

It was moved by the Chairman and **RESOLVED**

**that the public and press be excluded from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters with will be discussed are considered to be confidential.**

**104. CONFIDENTIAL**

**MARKET PLACE SEATING LICENCE**

Members considered a report requesting that additional and seasonal Market Place Seating Licences be granted.

It was noted that the centre of the Market Place would still be kept clear for the use of pedestrians as all licences would be either at the Town Hall end or the lower end of the Market Place.

After an in-depth discussion it was **RESOLVED TO RECOMMEND**

**that all existing licence holders be offered an Annual or a Seasonal Licence, and**

**that both Patisserie Valerie and Café Copia be offered a Seasonal Licence from March – October at  $\frac{3}{4}$  the cost of an Annual Licence**

The meeting closed at 9.30pm

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Chairman