

Present: Councillor Miss L M Hillier (Chair)
Councillor Sarah Miller (Vice-Chair)
Councillor K Arlett
Councillor D Eggleton
Councillor S Evans
Councillor Will Hamilton
Councillor Miss K Hinton (Mayor)

In attendance: Ms H Barnett – Town Manager
Ms N Taylor – Committee Administrator
Councillor S Gawrysiak
Mr Tom Potter
1 Member of the Public
1 Member of the Press

35. APOLOGIES

Apologies for absence were received from Councillor D Nimmo Smith and Councillor S Smith.

36. DECLARATIONS OF INTEREST

Councillor Miss L M Hillier declared a personal interest as a trader should business waste be discussed in detail.

37. PUBLIC PARTICIPATION SESSION

Councillor Miss L M Hillier informed the meeting that Councillor I Reissmann has suggested a date of Wednesday 27 September 2017 for the next Townlands Steering Group Meeting.

38. MINUTES

The Minutes of the meeting of the Town and Community Committee held on 20 June 2017 were received, approved and signed by the Chairman as a true record.

39. BUDGET

Members received and considered the Management Accounts to 31 July 2017. **It was RESOLVED**

that the Management Accounts be noted.

Members received and considered a report on preliminary 2018-19 budget considerations and after the following observations noted the information contained therein.

- Marketing budgeted amounts to be checked and a strategic plan to be produced.
- Is value for money for the ½ PCSO that the Council currently fund being received, as there does not currently seem to be any visible presence in the town.
- Is value for money for the CCTV being received? During discussions it was stated that three major incidents in the town had not been recorded because the CCTV cameras were not working.
- Inspector Harling to be invited to attend the next meeting of this Committee to discuss both PCSO's and CCTV.
- Support for specific events – Remembrance next year as 2014-2018 First World War Centenary.
- The 'Other Income / Sundry e.g. Film Money line be split out so that the regular sources of income go into the relevant Committee's budgets leaving this line for genuinely unpredictable income such as filming.
- Associated costs of any approved actions relating to Air Pollution to be reported the Responsible Finance Officer.

It was RESOLVED

that the report be noted, and

that suggestions be put forward to be incorporated into the 2018-2019 detailed budget presentation at the next Town & Community meeting.

Post Meeting Note: Following the statement that three major incidents in the town had not been recorded because the CCTV cameras were not working both the Police and the SODC Monitoring Station have been contacted and they have both confirmed that all cameras are in full working order.

40. VARIATION TO THE ORDER OF BUSINESS

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

that the order of business on the agenda be altered so that agenda item 15 – Play Streets be moved up the agenda and be considered before item 6 – Town Managers Report.

41. PLAY STREETS

The Chairman welcomed Mr Tom Potter to the meeting and invited him to the table.

Mr Potter introduced himself as a resident of Church Street, a Governor of Trinity School and a supporter of Play Streets.

Play Streets he explained were roads that were closed to traffic one day a week for a maximum of 3 hours to encourage children to get outside and play. This he stated not only increased physical activity for young people but also increased the sense of community spirit and support for the elderly living in the streets and the adults / parents of children who are playing or are acting in a supervisory role.

He felt that there were a few streets in Henley that would be suitable for using as Play Streets and whose access could be managed. The benefits of the scheme far outweigh negatives.

Playing Out, he explained is an organisation based in Bristol which was started by a group of likeminded parents in 2009 to give their children somewhere to play. The

Playing Out website provides all the information required to start up a new scheme <http://playingout.net/> and can provide a set up pack if required. More than 500 communities have 'Played Out' across the UK and 45 Councils now have specific Street Play Policies in place.

Councillors made the following observations:

- Henley is rich in green space so children should be encouraged to play in gardens and parks.
- Parking and traffic in Henley are bad at the best of times so closing roads and preventing people from parking during evening rush hour would not be popular.
- Henley is too small and there are already too many difficulties on the roads.
- Children will be confused as to when it is safe to play in the road.
- Nowhere else in Oxfordshire has Playstreets so Henley would be the first in the area.

It was **RESOLVED TO RECOMMEND**

that further investigation into the possibility of a Streetplay Scheme in Henley be carried out.

Mr Potter was thanked for attending the meeting and left at 8.09pm

Councillor Miss Kellie Hinton left the meeting at 8.10pm

42. TOWN MANAGER'S REPORT

Members received and considered the Town Managers report and after the following observations noted the information contained therein (*report attached*).

- A further meeting with Councillors Eggleton and Hillier and the Town Manager was required to move forward on the Street Angels.
- An audit of empty shops and potential new tenants has been undertaken, and the Town Manager has met with two commercial experts to discuss.
- The old Hearn's shoe shop in the Market Place is currently being refurbished.
- A conversation needs to be had with Hobbs re the advertising on their fence.
- Park Services need to progress the installation of the town entrance signs.

It was **RESOLVED to RECOMMEND**

that the report be noted

43. FREE CHRISTMAS PARKING

Members considered when they would like to have free parking in the SODC car parks during the December weeks leading up to Christmas.

It was **RESOLVED to RECOMMEND**

that Tuesday would once again be the best day as it is the quietest day for retailers and will encourage people to come to Henley to do their Christmas shopping.

44. PARKING ISSUES

Members discussed recent parking issues in loading bays and whether the PCSO's have the time to monitor and take control of the situation.

It was noted that recently there does not seem to have been any visible PCSO presence in the Town Centre and the loading bays need to be monitored.

Shared use of the bays was suggested but it was noted that this would require a TRO and could take up to 9 months to implement.

Improved signage making it obvious that bays are for commercial loading only was discussed.

The PCSO's did a blitz on parking in the loading bays in March 2017 that was very successful and should be asked to carry out another one.

It was **RESOLVED to RECOMMEND**

that parking issues should be passed to the Transport Strategy Group to deal with.

Post Meeting note: A further blitz was carried out on Friday 8th September.

45. BT KIOSK, NORTHFIELD END

Members considered the future use and location of this kiosk. It was **RESOLVED**

that the kiosk should remain in the same place, be fully re-decorated and fitted out with racks to hold leaflets and maps etc. and be used as a Tourist Information Kiosk.

46. COLLECTION AND STORAGE OF WASTE

The Chairman welcomed Councillor Gawrysiak to the meeting and invited him to the table. Councillor Gawrysiak confirmed that to date there have been five Waste Group meetings and great progress has been made re the cleanliness of the town.

Grundon are collecting both Grundon and Biffa waste from around the town Monday – Friday and storing it in a secure container at the depot. The containers are emptied by Grundon on a Monday, Wednesday and Friday.

Environmental Health have been asked to have a purge on household fly tipping which would reduce the workload of the team emptying the street bins by a third if stopped.

Members received the notes from the meeting of the Waste Working Group held on 21 August 2017. **It was RESOLVED**

that the notes be noted.

Members considered the options on the collection and storage of trade waste at the weekend.

Councillor Gawrysiak explained that the storage of waste is a grey area and talks and meetings are taking place on the legalities. **It was RESOLVED TO RECOMMEND**

that the Council should wait for the definitive answer from the Environment Agency. The backstop position would be to collect at 2.30pm so that Grundon can take the waste to Ewelme before the tip closes.

Thanks were given to Councillor Gawrysiak for all his hard work.

47. EVENTS SUB COMMITTEE

Members received the draft notes of the Events Sub Committee meeting held on 3 July 2017 and noted the information. **It was RESOLVED**

that the draft notes be noted, and that the Members look forward to receiving the final version.

48. STREET CLEANING MACHINE

Members considered the advantages of purchasing its own street cleaning equipment to work alongside SODC. **IT was RESOLVED TO RECOMMEND**

that further investigation be carried out into either the hire or purchase of equipment.

49. RED LION LAWN LICENCE

Members approved changing the licence dates from 1 July – 30 June to 1 April – 31 March in accordance with the Town Councils other licences.

Members considered a request to change the licence from a one year to a three year licence, with annual reviews. It was felt that the licence should remain a one year licence for the next year, to show that the licence holder has fulfilled all the required KPI's. If all KPI's are fulfilled then next year a three year licence should be granted.

RESOLVED TO RECOMMEND

that the licence dates be changed from 1 July – 30 June to 1 April – 31 March in accordance with the Town Councils other licences, and on condition that all KPI's are met this year then next year a three year licence can be granted.

50. TRANSPORT STRATEGY WORKING GROUP

Councillor S Gawrysiak was invited to the table

All items from the meetings that took place on 10 July and 4 September 2007 have been sent to both SODC and OCC via e-mail and a response is awaited.

Following the meeting on 10 July, Mr Ben Hamilton-Baillie from Hamilton-Baillie Associates has been provisionally booked to meet with sub group members on the morning of 19 October 2017 to discuss the Henley transport issues.

Mr Hamilton-Baillie will then, in the afternoon ride around the town on his bike taking pictures and videos. In the evening from 6pm there will be a presentation and question and answers for Councillors, Officers and members of the Transport Group only.

The Fee for Mr Hamilton-Baillie's services will be £850 which will need to be approved by FSM.

Councillor S Evans was very uncomfortable with the Seminar taking place in confidential and felt that the public and press should be invited to attend and wished for her strong objections to be the Seminar being in confidential be noted.

Councillor D Eggleton left the meeting at 8.59pm.

It was felt that SODC and OCC need to take responsibility for transport issues in Henley.

It was RESOLVED

that the engagement of Hamilton-Baillie be approved;

that an agenda item be placed on Finance Strategy and Management to approve the £850, and

that the notes be noted

51. PROGRESS

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

Town Entrance Signs To fit these now as they were delivered in May.

Angel on the Bridge A further meeting to be arranged with the Landlord of the pub, the Town Clerk and Councillors Hillier and Hamilton.

Town Managers Report it was noted that there were issues with the new parking machines in the SODC car parks.

Post Meeting Note: John Cotton, leader of SODC has reported that this has been resolved within the requested 72 hours.

52. EXCLUSION OF THE PUBLIC AND 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 publicity would be prejudicial to the Public interest by reason of the confidential nature of business to be transacted.

53. ITEM CONCERNING THE COLLECTION AND STORAGE OF WASTE

54. ITEM CONCERNING CCTV

55. ITEM CONCERNING A HTC PROPERTY

The meeting closed at 9.30pm

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Chairman