

**Present:** The Mayor, Councillor Mrs E Hodgkin (Chairman)  
Councillor Mrs G Dodds  
Deputy Mayor, Councillor Mrs J Wood  
Councillor Mrs R Myer  
Mrs C Langler  
Mr R Reed  
Mrs M Taylor

**Also Present:** Mrs A Gliddon- Minute Taker / Committee Administrator

**560. TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies received from Councillor A Follett, Mr S Khan, Mr A Hawkins, Mrs G Follett and Mrs T Palmer

The Mayor, Councillor Mrs E Hodgkin, advised that Karl Bishop from the Council's Parks Service had agreed to be involved in future meetings, although was unfortunately not able to attend today.

**561. DECLARATION OF INTEREST**

None received

**562. MINUTES**

The Notes of the Henley Festival of Flowers Working Group and Minutes of the Henley in Bloom / Civic Pride Sub Committee both held on 18 February 2010 were approved and signed by the Chairman, The Mayor, Councillor Mrs Hodgkin, as a true record.

**563. PUBLIC PARTICIPATION**

There were no members of the public present at the meeting.

**564. PROGRESS**

A Progress Report was noted and tabled at the meeting.

*Garden with disabled access at Mill Meadows – Minute Nos: 411, 431, 490 and 508*

The Mayor, Councillor Mrs E Hodgkin, confirmed that there had been no further progress. The quotation received had been considerably higher than Mr Khan had anticipated and he was looking into other options.

*Northend/Sydney House – Minute 475*

As reported from the Full Council meeting held on the 26 January 2010, findings from OCC's report will be available at the end of February and will be reported by Councillor D Nimmo-Smith to the next Full Council meeting

*Station Park Sculpture – Minute Nos: 490; 508 and 520*

The Mayor, Councillor Mrs E Hodgkin reported that she had received an email from Mr S Khan who, following a recent meeting with the sculptor, had now suggested approaching the local schools to ask pupils to help with the design. He had recommended launching this through the Henley Standard and engaging with local benefactors to help raise the funds required.

Councillor Mrs J Wood wondered whether, in the meantime, local artists could display their art on the green. It was agreed that although this was a good idea artists might be concerned about safety.

*Battle of Britain 70<sup>th</sup> Flowerbed Display – Minute No 527 and 539*

It was confirmed that Councillor Mrs J Wood would approach ATC for sponsorship for a commemorative sign.

*Floral display at the Northfield entrance of the town/Greys Road shops – Minute No 527*

The Mayor, Councillor Mrs E Hodgkin, reported that letters had been sent to four businesses at Northfield End Business Centre seeking sponsorship.

*Troughs for Upper Market Place –Minute No 544*

The Mayor, Councillor Mrs E Hodgkin, was pleased to report that the troughs had now been installed and local residents and Margaret Spratley had expressed their delight.

*YMCA Project – Minute 546*

The Mayor, Councillor Mrs E Hodgkin, confirmed that Phase 1 – quick fix on replanting in front of the building block, remove and replace old shrubs - would be carried out by the gardening buddies, Lions and tenants on 27 March. It was agreed that photographs would be taken and sent to the Henley Standard. An appeal would be put out for help with Phases 2 and 3.

It was agreed that all the polyanthus, crocus and daffodils planted along the bank beside the Reading Road by the gardening buddies look superb now they were in flower.

*Hi-Q Tyres on Reading Road – Minute 552*

*Post Meeting Note: Councillor Mrs J Wood has spoken with Mr Reid who has confirmed that he is happy to supply tyre containers, fill with soil and water plants*

**565. BUDGET UPDATE**

An update of the Henley-in-Bloom budget as at 18 March 2010 was noted at the meeting. The Mayor, Councillors Mrs E Hodgkin, confirmed that there was one outstanding item; expenses from the plant sale and swap, to be put through in the current financial year, then the balance as at the 31 March 2010 (currently c£12k) would be carried forward to 2010/11. South Oxfordshire District Council had advised that they would not be donating anything next year. Richard Reed advised that the Henley Standard might be able to offer additional sponsorship.

**566. SPONSORED HANGING BASKETS**

The Mayor, Councillor Mrs E Hodgkin, asked for suggestions for sponsorship for Gravel Hill. Judith Smith had worked hard to achieve this but none had so far been forthcoming. Richard Reed suggested asking Alan Pontin as publicity for the Kenton Theatre.

*Action: Committee Administrator to write to Alan Pontin seeking sponsorship for the Gravel Hill flowerbed*

**567. GARDENING BUDDIES**

Mayor, Councillor Mrs E Hodgkin confirmed that the first project at the YMCA would start on Saturday 27 March and dates had been set for other events (Minute 570 refers). Lots of people had approached her to offer help. The Henley Standard was providing publicity, including a photo of Mandy Taylor surrounded by a bed of crocuses on their website.

**568. SPONSORSHIP**

An updated list of 2010/11 Sponsors and potential sponsors was noted.

The Mayor, Councillor Mrs E Hodgkin, confirmed that the Leander Club, which sponsors baskets on the Henley side of the river, had confirmed that they were keen to sponsor the Britain in Bloom lunch this year. All present congratulated Judith Smith for suggesting that the Leander be approached.

The Mayor confirmed that no response had yet been received from Sainsbury's or Laura Ashley but KVB Designs had kindly donated £200. .

The Mayor also advised that Martin Sheldrake from Toad Hall would be delivering plants for the YMCA project shortly.

Councillor Mrs J Wood suggested seeking sponsorship for the Gravel Hill flowerbed from HSBC bank who, during refurbishments, had been parking large numbers of vehicles on the Market Place.

*Action: Committee Administrator to write to HSBC bank in Henley to seek sponsorship for the Gravel Hill flowerbed*

The Mayor, Councillor Mrs E Hodgkin, thanked Richard Reed for all his help and in particular for the fantastic Festival of Flowers website. She advised that the Higgs Group were providing all the Festival of Flowers printing for up to £200

Members had before them a copy of the 2010 hanging basket form and The Mayor, Mrs E Hodgkin confirmed that the cost for 2010/11 hanging baskets from the horticultural services contractor would be £43.00 net (an increase of £1 per basket). Members discussed what the cost should be to shops and it was agreed that this should remain the same price as last year, i.e. £57.50 including VAT for summer hanging baskets, £110.00 including VAT for summer and winter hanging baskets and one hanging basket for £28.75 including VAT, if a donation of £100 is made to the Festival of Flowers week. It was agreed that the Festival of Flowers would be promoted on the leaflet.

#### **569. HENLEY FESTIVAL OF FLOWERS – WEEK OF 16 MAY 2010**

Mayor, Councillor Mrs E Hodgkin, advised that the Henley Festival Flowers of meeting which had taken place prior to this meeting had gone very well and that notes from the meeting would be circulated with these Minutes (attached).

#### **570. 20010/11 EVENTS**

- ***Hit Litter Campaign:*** it was decided that this event should be postponed until the Spring and a new date was set for 1 May 2010. The Cleanest School Competition would be run as a separate event the preceding week.  
The Mayor advised that Councillor Alan Follett was doing a lot of work on litter and had tabards and litter pickers available. It was agreed that there was a need for some shops, especially fast food outlets to be educated on disposal of their litter.  
She hoped everyone would be available to help at 9.30am on 1 May
- ***Plant Sale and Swap:*** – 22 May 2010.
- ***Front and Back Gardens Competition:*** team organising this event: Mrs C Langer; Mrs T Palmer and Mrs R Cassidy. It was confirmed that judging would take place during the week beginning 5 July 2010. Judging would include vegetables this year, in terms of sustainability, water, composting, and use of insecticides. Mrs Langer advised that now Mrs Palmer was working she had less time to offer; however, Ruth Cassidy had expressed an interest in becoming involved. It was agreed that Mrs Palmer would distribute seeds to entrants and that Mrs Cassidy would contact Higgs regarding the printing of leaflets which they had agreed to have ready for the Festival of Flowers event. It was agreed that the leaflet would be in the same format as last year with the dates changed and the addition of a separate prize for judging vegetables. Judges would be Councillor Mrs J Wood, Caroline Langer and Richard Reed on behalf of the Henley Standard, who would arrange for the shields to be brought back.
- ***Pubs and Restaurant Competition:*** date to be confirmed. Falaise House had indicated that they would like to be involved. The landlords of the Anchor and Saracens Head would judge, instead of entering this year.
- ***Gardeners Question Time:*** now incorporated into Henley Festival of Flowers week – 20 May 2010.
- ***YMCA Project:*** The Mayor, Councillor Mrs E Hodgkin, advised that the first phase of the this project would take place on the 27 March 2010 with replanting in front of the YMCA building to remove and replace old shrubs.

- ***Britain in Bloom Competition:*** The Mayor, Councillor Mrs E Hodgkin, advised that she would like to change the format of the portfolio. Richard Reed confirmed that Higgs would print this if artwork was provided. It had been brought to the attention of the Committee that an area on the towpath, on land owned by Hobbs Boatyard, outside the ice cream booth was looking untidy

*Action: Committee Administrator to contact Jonathan Hobbs to seek his help on the area outside the ice cream booth being tidied up as part of the Britain in Bloom project.*

**571. DATE OF THE NEXT MEETING**

The following date and times were proposed for the next meetings:

Henley Festival of Flowers Working Group – Thursday 22 April at 9.30 in Henley Town Hall

Henley in Bloom/Civic Pride Sub Committee – Thursday 22 April at 10.30am in Henley Town Hall (Councillor Mrs J Wood gave her apologies)

The meeting closed at 11.25am

ag

Chairman

**NOTES OF A MEETING OF  
HENLEY FESTIVAL OF FLOWERS COMMITTEE  
THURSDAY 25 MARCH 2010 @ 9.30**

**Present:** The Mayor, Cllr Mrs E Hodgkin (Chairman)  
Cllr A Follett (Vice Chairman)  
Ms Carolyn Molyneux (Delegate Services)  
Mrs Ruth Cassidy  
Mrs G Follett (Henley in Bloom)  
Cllr G Dodds  
Mr R Reed (Henley Standard)  
Mrs M Taylor (Henley Photographic Club)  
Mrs Jane Rowton-Lee (Henley Flower Club)  
Varina (URC)

- |    |  | <b>Action</b> |
|----|--|---------------|
| 1. | <b>Flower Arranging Demonstrations (Monday 17<sup>th</sup> May 2.15/7.00)</b>  |               |
|    | • JRL asked that the spotlights be functional and working for the day. EH to ask CA  | EH            |
|    | • Flower Club will use their sound system  |               |
|    | • The Demonstrator is Bob Harris who is an International and National Demonstrator. JRL to send full details to EH. CM also would like this information.                                       | JRL/EH/CM     |
|    | • JRL requested that flyers are available asap (by 19 <sup>th</sup> April). 150 to be printed. EH to speak with Higgs  | EH            |
|    | • Posters will be put around the town in all the notice boards. Tickets are now available and EH asked that all the committee promote the event. Tickets are £5 each.                          | ALL           |
|    | • The afternoon session will be run by the Flower Club with the usual tea/coffee, etc. The evening session will be run by the committee with wine available.                                   |               |
|    | • Flower Club would like to have an A board outside for the afternoon session.   |               |
|    | • Windowflowers are sponsoring the event with £200. They will place any advertising for both events. EH to speak with them.  | EH            |
|    | • It is the Flower Club's 55 <sup>th</sup> anniversary. CM to ask Confetti & Spice if they would donate a special cake. If not GD will ask a contact. If that is not possible JRL will provide | CM/JD/JRL     |
|    | • It was suggested that the Flower Club have an information sheet for circulating on the day in the hope of attracting new members. This could also have the sponsors names on it.             | JRL           |
|    | • MT agreed to photograph the Flower Club logo.  | MT            |
| 2. | <b>Shop Window Competition (throughout the week)</b>   |               |
|    | • CM tabled the form that she will be circulating to the shops. Hotel du Vin are sponsoring this event together with Delegate Office Services  |               |
|    | • CM asked that she have copies of the hanging basket form which will be given to the shops at the same time.  | EH            |
|    | • It was agreed that if a shop sponsors the Henley Festival of Flowers for £100 they will receive a basket at half-price.  |               |
|    | • The theme is "a Riot of Colour".   |               |
| 3. | <b>Photographic Competition (16-22 May @ Christ Church Centre)</b>   |               |
|    | • Judging to take place on 19 <sup>th</sup> May – time to be agreed.   | EH            |
|    | • Charlotte Snowden has agreed to judge. EH to co-ordinate   | EH            |

- This event is for Camera Club members only and will be open to the public
  - It was suggested that a Certificate be given and a voucher from a camera shop. MT will investigate
  - Could Agar Studios be asked and then be a judge?
- MT**
4. **Art Competition (17-20 May @ River & Rowing Museum)**
- EH has distributed entry forms and seeds to all the Primary Schools in the area. She will add Kidmore End and Sonning Common to be visited
  - RC is visiting the playgroups with seeds and forms
  - Patricia Jordan Evans of Bohun Gallery has agreed to judge
  - Staff from River & Rowing Museum will also be asked
  - Judging to take place on 18<sup>th</sup> May
  - A box to be placed at the exhibition for the public's choice
  - Prizes from River & Rowing Museum for age groups 4-7 and 8-11 years
  - One entry has been received so far from Peppard School.
  - After the holidays Primary Schools to be chased. Entries to be received by 10<sup>th</sup> May to the Town Hall
- EH**  
**RC**  
**AF**  
**ALL**  
**AF**  
**AF**  
**AF/EH**
5. **Gardeners Question Time (20<sup>th</sup> May @ 7.00 @ Town Hall)**
- Cost will be £5 to include glass of wine. Large Hall is booked
  - EH/AF to organize tickets and distribute
  - Main panel to be Andrew Hawkins, Doug Richards, Dave McEwan & Martyn Sheldrake
  - Speaker still being investigated.
  - EH has been contacted by a local Botanical Artist, Marion Perkins offering assistance. EH to arrange a meeting
6. **Plants on the Move (22<sup>nd</sup> May from 10.00 – Market Place)**
- Flyers have been designed and Higgs are printing
  - Distributed so far to all the Primary Schools
  - Launch of the idea and the Festival will be on Saturday 10<sup>th</sup> April in the Market Place
  - Examples of what can be done will be on display
  - Flyers will be available.
  - Mr Toad to be asked to attend
  - Toad Hall to bring their display to help advertise
  - EH to ask if we can organize the H in B banners to be flown
  - Band is organized for 22<sup>nd</sup> May and if enough entrants turn up a spontaneous parade will take place!
  - This will run alongside the Plant Swap/Sale with the Allotment Association
  - CM asked if a company called Vegpods could display. It was felt that this could compliment the other events
  - Helpers on the 10<sup>th</sup> April will be RC/AF/GF/Varina
7. **Floral Displays in St Mary's & Christ Church (all week)**
- A letter is being sent out to all local organisations to try and engage them and ask that they provide a decoration.
  - It is hoped that displays can be done on Saturday 15<sup>th</sup> May ready for the Civic Service which is on the 16<sup>th</sup>.

- Both St Mary's and Christ Church are keen to be involved. Christ Church may be having roof repairs at the time though!

#### 8. **Plant Swap/Sale (22<sup>nd</sup> May @ 10.00 in Market Place)**

- In conjunction with the Allotment Association – lot of help will be needed on the day
- It is intended that the sale runs the whole day.
- The Plants on the Move will be taking place at the same time
- A band is booked.

#### 9. **Advertising**

- Higgs are currently printing 200 Plants on the Move flyers, 3,000 compliment style slips for insertion at Toad Hall and 50 A3 posters.
- The committee agreed that 150/200 Flower Demonstration flyers were needed also. EH to organize
- Henley Standard have done a very good website link to all the entry forms with information on the events. This can be found on <http://www.henleystandard.co.uk/henleyflowerfestival>
- Henley Town Council have also added it to the website and can be found on [www.henleytowncouncil.gov.uk](http://www.henleytowncouncil.gov.uk)
- We should contact Radio Berkshire and Oxfordshire.
- We must keep giving copy to the Henley Standard.
- EH will keep updating the programme and circulate

#### 10. **And, finally**

- What is required is people during the week. Please volunteer if you can help at any of the events.
- Date of next meeting will be Thursday 22<sup>nd</sup> April @ 9.30