

- 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 Miss K Gehrman  
Councillor I Reissmann  
Councillor D Silvester
- In attendance: Mr M Kennedy – Town Clerk  
Mrs B Walker – Committee Administrator/Minute Taker
- Also Present: 1 member of the press  
1 member of the public

The Chairman, Councillor Mrs J Wood welcomed everyone to the meeting and expressed her delight at how well the Olympic Torch Relay's visit to Henley today had gone. The atmosphere at Mill Meadows was delightful and the primary school children were very excited and extremely well behaved. The Chairman extended her thanks to all the Town Council staff who helped with the event and in particular the Parks Service, Jacquie Brazil and Nicci Taylor.

17. **APOLOGIES FOR ABSENCE**

None received.

18. **DECLARATIONS OF INTEREST**

None received.

19. **PUBLIC PARTICIPATION SESSION**

*Mr C Baker – 3 Lauds Close – Minute 27 Jubilee Park – Management Agreement*

Mr Baker asked whether the management fee of £17, 238 per annum is the only income Nexus receives from the astropitch at Jubilee Park.

The Town Clerk replied that Nexus also receive all income from the bookings of the astropitch at Jubilee Park.

20. **MINUTES**

- i. The minutes of the Recreation and Amenities Committee meeting held on on 29 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 Christmas Events Decorations Sub Committee held on 28 May 2012 and **RESOLVED**

**that the minutes of the Christmas Events Decorations Sub Committee held on 28 May 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 31 May 2012 and 26 June 2012.

Councillor Miss K Gehrman advised the Committee that the judging day for the Thames and Chiltern in Bloom Competition is this Thursday (12 July 2012) and the town is looking fabulous.

The Chairman referred to minute 24 (26 June 2012) and the possibility of a loan of a sculpture of a leopard climbing a tree by local sculptor Hamish Mackie and advised that this item would be an item on a future Recreation and Amenities agenda.

The Committee **RESOLVED**

**that the minutes of the Henley in Bloom/Civic Pride Sub Committee held on 31 May 2012 and 26 June 2012 be received, approved and adopted.**

**21. MILL MEADOWS AND RIVER SUB-COMMITTEE**

The Committee considered appointing Councillor D Hinke to fill the vacancy on the Mill Meadows and River Sub Committee as he is the Town Council's representative on the Henley Wildlife Group Committee and **RESOLVED**

**that Councillor D Hinke be appointed to the Mill Meadows and River Sub Committee for the municipal year 2012/2013.**

**22. BUDGET**

- i. The Committee received, considered and noted the outturn of the budget report to June 2012.
- ii. The Committee also received and noted the Mill Meadows car parking income to June 2012. The Committee commented that the additional temporary signage to encourage parking at Mill Meadows during Regatta appeared to have been successful and was reflected in the income.

**23. MILL MEADOWS CAR PARK**

The Committee received information and a suggested notice regarding a new system to be introduced this summer in order to monitor and enforce the free one hour parking for users of the children's play area at Mill Meadows. Drivers will be asked to collect and display a ticket from the Satellite Tourist Office when open, which will state the time of arrival – the Parks Services will then be able to identify those who overstay the one hour and issue an excess charge notice. The Committee noted the aim is to reduce people overstaying the time limit and to free-up spaces for the use of more parents and children.

During discussion the following points were made:-

- the wording of the notice is too long and would benefit from being more succinct
- could reminder/warning notices advising of the one hour restriction be used rather than Excess Charge Notices to prevent abuse.
- the spaces are often full and are in demand
- the one hour limit is abused by some drivers
- the Satellite Tourist Office is not open full time

- most users are probably local rather than visitors to Henley and therefore are probably aware of the one hour limit

In conclusion the Committee **RESOLVED**

**that the Committee agree in principal to the Parks Services issuing Excess Charge Notices to drivers who exceed the one hour free time limit on the designated parking spaces by the playground at Mill Meadows subject to:-**

- a concise notice being put up to advise drivers of the need to collect a ticket showing time of arrival from the satellite tourist office at the Pavilion when it is open
- that the Clerk in consultation with the Chairman of the Mill Meadows and River Sub Committee and the Chairman of the Recreation and Amenities Committee approve the wording of the sign.
- Parks Services staff to monitor the situation when the satellite tourist office is closed.

**24. PROGRESS REPORT**

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

Makins Recreation Ground – The Town Clerk re-assured the Committee that he had received confirmation from Fields in Trust that the name of Makins Recreation Ground would not need to be changed.

- An increased number of grant opportunities are available to sites that have become a Queen Elizabeth Field. These could be applied for should the Town Council wish to progress improvements/projects at Makins Recreation Ground. Members noted that the Finance Strategy and Management Committee had recommended to Full Council the dedication of Makins Recreation Ground as a QEII field.

Jubilee Park – the Committee were pleased to note that Tesco Stores Ltd have advised that they will be re-painting the pedestrian crossing in the near future. It was noted that the drainage in the Tesco Car Park needs attention as large puddles form when there is a downpour and this can be hazardous to drivers and Tesco Stores should be asked to rectify this situation. It was **RESOLVED**

**that a letter be sent to Tesco Stores in this matter.**

**25. ALLOTMENT RENTS**

The Committee received and considered a report which proposed increases in the allotment rents of between 2.6% and 3.6% for 2013/2014 and were pleased to note that the Allotment Association had been consulted and were in agreement with these increases.

The Committee asked that the Allotment Association be thanked for their hard work and commitment to running the allotments.

The Committee recognised recent improvements to the allotments including the provision of deer fencing, additional taps, starter plots and alterations to the vision splay at Watermans Allotments and acknowledged that future projects may include provision of additional allotments and improved facilities eg toilets.

Following discussion the Committee **RESOLVED TO RECOMMEND**

**that allotment rents for the year October 2013/September 2014 be increased as follows:-**

<b>No of Poles</b>	<b>2013/14</b>
<b>10 poles</b>	<b>£39.00</b>
<b>10 pole concession</b>	<b>£26.00</b>
<b>7 poles</b>	<b>£28.50</b>
<b>7 poles concession</b>	<b>£19.00</b>
<b>3.5 - 5 poles</b>	<b>£19.50</b>
<b>3.5 - 5 poles concession</b>	<b>£13.50</b>
<b>2 – 3 poles – starter</b>	<b>£15.00</b>
<b>2 – 3 poles - concession</b>	<b>£10.00</b>

**26. RED LION LAWN**

The Committee received and noted a letter from South Oxfordshire District Council Planning Department notifying the Town Council that the planning application for repairs to the wall at Red Lion Lawn will be recommended for refusal based on a number of grounds including the works being inappropriate in a conservation area particularly as it is located next to Henley Bridge which is a grade I listed building and a Scheduled Ancient Monument.

Members were advised that Riverworks Ltd are liaising with the Planning Authority and are awaiting a response from English Heritage regarding what elements need to be amended in order to meet their requirements and to gain planning permission. This may require the current planning application being amended or withdrawn and re-submitted.

The Committee acknowledged, in light of these developments, that the Council may incur additional expenses in order to progress this project and appreciated that as Red Lion Lawn is in such a sensitive location it is imperative the works are sympathetic and effective.

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

**that in order to progress the works to repair Red Lion Lawn and in light of the summer recess, the Town Clerk be given delegated powers to authorise a spend of up to £10,000 to include the following:-**

- **to amend the plans and to re-submit if necessary**
- **to meet additional costs re the works/specification emanating from planning requirements/restrictions eg different materials etc.**

**27. JUBILEE PARK – MANAGEMENT AGREEMENT**

The Committee received and considered a report regarding extending the Lease and the Management Agreement of Greenwich Leisure t/a the Henley Outdoor Sports Centre at Jubilee Park between the Town Council and Nexus Community.

The Committee agreed the service Nexus provides is vastly superior to the previous provider and there are very rarely complaints. Members debated the length of time the contract should be and acknowledged that a longer contract would tie the Council

for longer but would minimise the operating and financial risks for the Town Council and would encourage investment into the facility by the operator.

The Town Clerk confirmed that Nexus receives income of £35,000 from pitch hire but is also responsible for all expenditure associated with the all weather pitch and the changing rooms including insurance and maintenance, gas, electricity, water and administrative costs of operating the facility.

The Committee noted it is proposed to reduce the management fee from £18,238 to £17,238 per annum to reflect the installation of the new astropitch last year which is supported by a 3 year maintenance contract.

After discussion the Committee **RESOLVED TO RECOMMEND**

**that the lease and management contract with Nexus be extended to 31 March 2019 at a reduced management fee of £17,238 per annum and that the lease and contract be now recommended to Council for signing and sealing.**

Clerks Note: Up to March 2012, the annual management fee was £17,621.52, from 1 April 2012 the £1,000 reduction will apply reducing the management fee to £16,621.52. However, from 1 June, RPI increases apply which increase the management fee to £17,203.27.

## **28. STATUE – MERMAID STATUE**

The Committee received, considered and noted additional information from Councillor Miss S Evans regarding the proposed mermaid statue including:-

- confirmation of the inclusion of a “get out” clause and the right to refuse the replacement sculpture when the first is sold to be included in the contract
- confirmation that the promoter will “make good” the area where the sculpture is to be located.
- suggested locations for the statue, which were supported by photographs included Singers Park, the New Street Slipway and Red Lion Lawn.

The Committee discussed the proposal to locate the mermaid statue in Henley and the possible locations and members acknowledged there were mixed levels of support for this project and the locations within the Council and the community. Following a long discussion a member urged that a final decision regarding the statue be taken by Full Council and not the Recreations and Amenities Committee.

Therefore the Committee **RESOLVED TO RECOMMEND**

**that this item be made an agenda item on the next Full Council agenda and the Council be asked to vote on whether the project progresses and if so where the statue should be located.**

## **29. WOODLAND MEMORIAL SIGN**

The Committee received and considered a design for a proposed sign to be placed at the Woodland Memorial by Sue Ryder as the lease requires the Town Council's approval.

The Committee agreed a sign was required however felt, as this is such a beautiful area, the sign should only be made of natural materials so that it is in-keeping with the area and plastic should not feature on it.

After discussion the Committee **RESOLVED**

**that representatives from Sue Ryder be invited to meet with the Town Clerk in order to agree on the design of the sign and the materials to be used.**

**30. FIRST CHAPEL, FAIRMILE CEMETERY**

The Committee received and considered the Deed of Variation/Partial Release of the Covenant (restricting the use of the First Chapel) between South Oxfordshire District Council and Henley Town Council.

A Member observed, and asked that it be minuted, that the deed states “The Town Council wish to permit use of one of the chapel buildings (the first Chapel) for use connected with George Orwell and the Henley Orwell Charitable Trust” and queried whether this use was too restricted as they may, for instance, want to celebrate another author or, the George Orwell and Henley Orwell Charitable Trust may be taken over by a successor body.

The Committee did not believe that this was an undue problem as a new lease could be prepared.

Following discussion the Committee **RESOLVED TO RECOMMEND**

**that the Committee approve the signing of the Deed of Variation/Partial Release of the Covenant (restricting the use of the First Chapel) between South Oxfordshire District Council and Henley Town Council.**

The meeting closed at 9.40 pm.

bw

Chairman