

Present: Councillor Dr B G Wood, Chairman
The Mayor, Councillor Mrs E Hodgkin, Vice-Chairman
Councillor Mrs J Bland
The Deputy Mayor, Councillor Mrs J Wood

In attendance: Mrs A Gliddon, Committee Administrator

1 Member of the Public

40. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mrs G Dodds, C W Gibson and Dr P J Skolar; Mr M Kennedy, Town Clerk, Mr G Bartle, Parks Service Supervisor and Mr A Brown, River & Rowing Museum

41. TO RECEIVE DECLARATIONS OF INTEREST

None

42. MINUTES

The Minutes of the Mill Meadows/River Sub-Committee held on 17 December 2009 were approved and signed by the Chairman, Councillor Dr B G Wood

43. PROGRESS REPORT

Councillors received and noted the progress report and made the following comments:

Entrance to Mill Meadows Mrs Gliddon confirmed that a quotation had been received and accepted from Monson for the work to prepare a plan for improved pedestrian safety in the car park. The plan would be brought to a future meeting of this Committee for Councillors to consider.

Mill Meadows Playground It was noted that a meeting would be held to discuss a replacement piece of equipment. The Mayor, Councillor Mrs E Hodgkin, asked if there was a budget for this and Councillor Dr Wood advised that there was not. Councillor D Wood referred to a copy of a letter sent by District Council's Environment Officer, in reply to a letter from a representative from Timberplay, in which the officer had confirmed that the remainder of the equipment in the playground was compliant.

Councillor Mrs Bland asked whether the bucket swing, which had been removed and was currently being held in storage, could be sold. Councillor Mrs Hodgkin advised that she would prefer that it was kept and relocated in Henley.

Councillor Mrs Wood suggested that any replacement equipment should be suitable for disabled children as there was no longer any equipment in the Adventure Playground specifically for their use.

Action: AG to seek advice regarding replacement equipment suitable for disabled use and bring suggestions back to the next meeting of this Committee

44. **REFURBISHMENT OF TOILETS AT THE LEICHLINGEN PAVILION**

Councillors considered the notes of a meeting held between Mr Robert Rigby and members of the toilets working group held the previous day, which had been tabled at the meeting. The Chairman, Councillor Dr B Wood, allowed members time to read the notes.

Councillor Mrs J Bland was of the opinion that the Council had already taken the decision to charge for use of the toilets following refurbishment.

Councillor Dr Wood advised that Mr Rigby had been asked to provide layouts for both payment and non payment. Mr Rigby would give a presentation and produce plans on this to the Recreation and Amenities meeting on 9 March 2010 with a final decision on charging being made at the Full Council meeting on 6 April.. Members of the working group were strongly of the opinion that, if charges were imposed, the full proceeds should be ring-fenced to pay for a cleaner in order to produce high quality, clean toilets, with cleaning carried out throughout the day.

Councillor Mrs J Wood advised that a number of toilets for 24/7 use had been suggested and that these should be chargeable. Mr Rigby had suggested that these should also be self-cleaning.

Councillor Mrs J Bland expressed concern that the new disabled toilet should be large enough for a carer and wheelchair user, and the Mayor, Councillor Mrs E Hodgkin, confirmed that this was the case.

Councillor Mrs Hodgkin also advised that Mr Rigby had been requested to improve the ramp access for disabled users and this would be included in the new plans. He had been advised that the new plans should not include a turnstile. Mr Rigby would also produce a separate plan for improvements to the grasscrete area outside the Bowls Club.

Councillor Dr Wood advised that Mr Rigby had prepared a draft pre contract programme which the working group had considered and suggested some changes to. It had agreed that 'Works on Site' should be put back to September / October 2010 and 'Occupation by Client' to January / February 2011.

45. **YOUTH SHELTER**

Councillors noted the notes of a meeting with a representative from Monster Play held on 18 January 2009, regarding suitable sites for a Youth Shelter at Mill Meadows.

The Mayor, Councillor Mrs E Hodgkin, advised that it had been a very good meeting. The presence of Henley police had been useful. Two sites had been looked at; the old picnic area and an area between the Pavilion and kiosk. The police favoured the

picnic area as this would draw anyone loitering away from the sensory garden and the adventure playground. The representative from Monster Play had advised that a new shelter would be installed in Barkham, near Wokingham in six weeks time and she would like to arrange for a group, to include members of the Youth Council, to view this. The cost of a new shelter for Henley was likely to be between £10 - £12k. All the work on the Barkham shelter had been carried out by local young people who had submitted grant applications to fund the project and she suggested that a similar arranged should be investigated for Henley.

Councillor Dr Wood agreed that the Youth Council should be involved and suggested the Oxfordshire 'Chill Out' fund as a possible source of funding. He recommend the following timetable:

1. that, at the Youth Council meeting on 8 February, two or three representatives are sought to get involved in the project,
2. that the Youth Council representatives and one or two Councillors go to view the shelter in Barkham,
3. that the matter is then put on the agenda of the Youth Council meeting on 15 March
4. that consultation in held with neighbours and Nomad.

Councillor Mrs Hodgkin suggested that one of the local young people who organised the shelter is asked to meet with the group visiting the site at Barkham

46. **EXCESS CHARGE NOTICES**

Councillors noted a report.

Mrs J Bland advised that the arrangement for the collection of excess charges seemed to be working well.

Councillor Dr B G Wood agreed but advised that 30% of notices issued remained outstanding, the total sum of which was c£2,400.

Councillors discussed whether the Small Claims Court could be used for the collection of fees and whether this could be done en masse, or if it would need to be on an individual basis.

Councillor Dr Wood requested that Mrs Hastings be asked to attend the next meeting of this Committee to explain the process and the efforts being made to collect outstanding fees.

Action: Mrs Hasting to attend the next meeting of this Committee

47. **MOORINGS AND CAR PARKING, INCLUDING INCOME, REPORTS**

Councillors noted a report and that income was ahead of the previous year.

Councillor Dr Wood recommended that a bad weather action plan should be put in place to agree what measures should be taken to remove snow at Mill Meadows car park in the future. He suggested that the purchase of suitable equipment, such as an attachment for the tractor or a small gritter be investigated, perhaps the cost being pooled with other Councils and the equipment kept in Henley. Councillor Mrs Hodgkin advised that on the second of the recent occurrences of snow Mr Bartle had

hired equipment and the car park had been cleared of snow quickly which had minimised disruption for car parking.

Action: Purchase of snow clearing equipment to be an Agenda item for the next meeting of this Committee. Mr Bartle to get costings and to be in attendance to give his views.

The Mayor, Councillor Mrs E Hodgkin, advised that Oxfordshire Highways had been given permission to store vehicles and equipment required for the pavement improvements currently being made in Reading Road, at the end of the Mill Meadows car park. She enquired whether the Town Council was receiving any income from this and what guarantees had been made regarding any damage/ pot holes caused as a result of the arrangement. Councillors Dr Wood wondered why this had not been referred to Committee.

Action: Town Clerk to advise on terms of the agreement with Oxfordshire Highways

48. **DATE AND VENUE OF NEXT MEETING**

It was agreed that the next meeting would be held at 9.30am on Thursday 4 March 2010 at Henley Town Hall, with Mr Robert Rigby invited to attend to give an update on progress of the plans for the Mill Meadows toilet refurbishments.

There being no further business, the meeting closed at 10.10am

Chairman

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