

**COUNCILLORS ARE HEREBY SUMMONED TO A MEETING OF
THE RECREATION AND AMENITIES COMMITTEE**

to be held on

**TUESDAY 4 OCTOBER 2011
AT APPROXIMATELY 8.15 PM
FOLLOWING THE PRECEDING PLANNING MEETING
(WHICH COMMENCES AT 7:00PM)**

in

**THE COUNCIL CHAMBER, TOWN HALL
HENLEY-ON-THAMES**



Mr M Kennedy
Town Clerk

28 September 2011

MEMBERSHIP: The Chairman – Councillor Mrs J Wood
The Vice-Chairman - Councillor D Clenshaw
The Mayor – Councillor Mrs P Phillips
The Deputy Mayor – Councillor Mrs E Hodgkin
Councillor Mrs J Bland
Councillor Miss K L Gehrman
Councillor S Gawrysiak
Councillor Miss S Evans
Councillor D Silvester

Members are reminded to sign the attendance book.

AGENDA

1. APOLOGIES FOR ABSENCE

TO RECEIVE apologies for absence.

2. TO RECEIVE DECLARATIONS OF INTEREST

Members are hereby reminded that, under the provisions of Part 2 of the Local Government Act 2000 (The Code of Conduct), a member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest. A member with a prejudicial interest in any matter must withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he has obtained a dispensation from the standards committee of the responsible authority; and not seek improperly to influence a decision about that matter. You do, however, have the same right as a member of the public to make representations, give evidence and answer questions about the matter during Public Participation and may remain in the room to enable you to exercise that right and then leave immediately. You must not seek to improperly influence a decision on the matter.

3. PUBLIC PARTICIPATION SESSION

TO RECEIVE questions or statements from members of the public. The following rules shall apply:

1. You may ask questions or make a statement on any item included on the agenda. The session, which is also open to Councillors who may have a personal and prejudicial interest on any item included on the agenda, will last for a period of up to 10 minutes (but capable of being extended at the Chairman's discretion).
2. Questions from the town's residents will take priority, followed by property owners, businesses and then non-residents.
3. All speeches shall last for no more than 2 to 3 minutes.
4. If there are no statements or questions, or if all statements have been made or questions asked before the period of time allotted, the meeting will start to consider the remainder of its business. No further public questions or statements will be entertained at that meeting.
5. If an answer to a question cannot be given at the meeting the Chairman may, at his/her discretion, arrange for a written answer to be given.
6. The Chairman of the meeting will have complete discretion as to the order in which questions are taken and statements made. Supplementary questions may be asked at the Chairman's discretion.
7. The Chairman of the meeting may rule that any public remarks are not appropriate and will not be accepted; for example if they are defamatory, frivolous or offensive. In such an instance the Chairman may disallow a question or statement or cut short a statement or discussion, or disqualify any member of the public from continuing to speak.
8. Questions which require the disclosure of exempt or confidential information will not be answered.
9. The Chairman of the meeting's interpretation of this procedure shall not be questioned and his/her ruling on any questions relating to this procedure shall be final.

4. MINUTES

- i. **TO APPROVE** the minutes of the meeting held on 19 July 2011 (previously circulated).
- ii. **TO RECEIVE AND CONSIDER** the minutes of the Christmas Events and Decorations Sub Committee held on 13 July 2011 (see attached).
- iii. **TO RECEIVE AND CONSIDER** the minutes of the Christmas Events and Decorations Sub Committee held on 15 September 2011 (see attached).
- iv. **TO RECEIVE AND CONSIDER** the minutes of the Mill Meadows and River Sub Committee on 15 September 2011 (see attached).
Please note these minutes include recommendations regarding the charges for the Mill Meadows Car Park and Moorings for 2012. Please find attached a report showing a projection of income based on these figures (see attached).

- v. **TO RECEIVE AND CONSIDER** the notes of the Sports Centre User Group meeting held on 28 July 2011 (see attached).
5. **HENLEY INTERNATIONAL FILM FESTIVAL**
TO RECEIVE a verbal report from the Councillor S Gawrysiak (Chairman of the Mill Meadows and River Sub Committee).
6. **FAIRMILE CEMETERY CHARGES 2012/2013**
TO RECEIVE AND CONSIDER the proposed charges for the Fairmile Cemetery for 2012 (see attached).
7. **BUDGET**
i. **TO RECEIVE AND CONSIDER** the budget report to August 2011 (see attached).
ii. **TO CONSIDER** any expenditure wishes, including Capital Expenditure, which the Committee would like to be included in the budget for 2012/2013. These will then be considered by the Finance Strategy and Management at their meeting on 8 November 2011.
For Information – the following items were in the 2011/2012 capital expenditure wish list:- £4,000 for replacement piece of equipment for the nest swing, £10,000 for Youth Shelter at Mill Meadows, £5,000 for Outdoor Gym Equipment (any remaining costs to be funded by money gained from grant applications).
8. **PROGRESS REPORT**
TO CONSIDER the progress report (see attached).
9. **QUEEN ELIZABETH II PLAYING FIELDS**
TO RECEIVE AND CONSIDER a report regarding nominating a Henley Town Council park as a Queen Elizabeth II Playing Field (see attached report).
10. **MAKINS PROJECT GROUP**
TO RECEIVE a verbal report from Councillor Ms K Gehrman regarding the progress of the Makins Project Group and the Public Meeting held on 3 October 2011 and a written report from Mr D Adamson (Makins Project Group Convener) – see attached.
11. **MILL MEADOWS – JUBILEE AND 2012 OLYMPIC MAZE**
TO RECEIVE a report from the Chairman of the Mill Meadows and River Sub Committee, Councillor S Gawrysiak proposing a maze at Mill Meadows (minute 25 of the Mill Meadows and River Sub Committee 15.9.11 – refers) – see attached.
12. **ASTRO PITCH**
TO RECEIVE a report regarding providing additional sporting equipment/opportunities at the new astro pitch (see attached).

Mr M Kennedy
Town Clerk
28 September 2011

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