

Present: Mayor, Councillor Miss L Hillier
Deputy Mayor, Councillor J Brookes
Councillor Ms S Abey
Councillor Miss H Chandler-Wilde
Councillor Miss S Evans
Councillor D Eggleton
Councillor S Gawrysiak
Councillor W Hamilton
Councillor Ms S Miller
Councillor D Nimmo Smith
Councillor I Reissmann
Councillor Mrs J Smewing

In Attendance: Mr M W Kennedy - Town Clerk
Mrs P Price-Davies - Minute Taker / Committee Administrator

7 members of the Public
1 member of the Media

32. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M Akehurst, S Smith, D Thomas and Miss K Hinton.

33. DECLARATIONS OF INTEREST

There were no declarations of interest.

34. MINUTES

The minutes of the Full Council meeting held on **4 August 2015** were approved and signed by the Chairman as a true record.

35. PUBLIC PARTICIPATION

Mr R Aitken, Elizabeth Road

Mr Aitken requested that the minutes of the Town and Community Committee Meeting held on Tuesday 1 September were amended as Minute No. 47 – Proposed changes to subsidised bus services and to Dial-a-Ride in Oxfordshire Public Consultation, stated that the meeting had been held on 3 November but it had taken place on 3 September. The Chair confirmed that the minutes would be amended accordingly.

Mr Aitken sought clarification on who was responsible for the Neighbourhood Plan Transport Study that had recently been undertaken. A Member confirmed that the Council had commissioned this study and were responsible for ensuring that it was kept to budget and that Peter Brett Associates Final Draft Transport Study Report was now available on the website.

Mr D Dickie, St Katherine's Road

Mr Dickie aired his view that the Peter Brett Associates Final Draft Transport Study Report should focus on reducing air pollution and diesel emissions and he read out a statement outlining his concerns.

Mr C Baker, Henley Hockey Club, Reading Road

Mr Baker, addressing the meeting in his capacity as the Chair of the Henley Hockey Club spoke on the Council's decision to increase their annual rent by £795 which represented 7% of their subscription income. He called for all Henley Sports Clubs to be treated equally. He aired his opinion that the Council treated the underperforming Sports Clubs better than those that were deemed to be successful. He also stated that the new pitch at Jubilee Park was not exclusively used by Henley Hockey Club but that it is a pitch for the Community; he questioned who was responsible for this amenity. A Member informed him that Council were currently addressing issues around Jubilee Park and that it would be an agenda item at the next Recreation and Amenities Committee meeting.

Mr J Bowles, St. Mark's Road

Mr Bowles spoke of his concern over the affordability, adoption and enforcement of a low emission zone within the Henley area that was recommended within the Peter Brett Associates Final Draft Transport Study Report. He felt that the introduction of a Weight Restriction Traffic Regulation Order (WRTRO) within the Henley area should be considered instead, this suggestion also reflected the opinions that the Neighbourhood Plan Working Groups had recommended.

Mrs P Phillips, St. Mark's Road

Mrs Philips thanked Members who had attended the meeting of the friends of the Citizens Advice Bureau which had been greatly appreciated by all the volunteers.

She questioned the maintenance of the Living Wall at Mill Meadows and requested that it be watered on a regular basis as there had been complaints about the condition of this feature. She aired her concern about the hedge surrounding the tunnel in the toddler playground as brambles and thistles were growing within it which posed a health and safety issue for the children, so it was important that this facility was checked on a more regular basis.

A Member responded to her comments and said that he had already asked Parks Services to maintain this hedge and that the issue regarding the Living Wall was due to the lack of soil.

Mr D Dickie, St Katherine's Road

Mr Dickie expressed his thanks to all the Councillors who had worked hard in supporting the Townlands Development.

36. DISTRICT COUNCIL REPORTS

Members had before them a report from District Councillors S Gawrysiak, Miss L Hillier and Mrs J Bland. It was **RESOLVED**

that the reports be received and noted.

Matters arising from the reports

District Councillor Miss L Hillier spoke of her delight that Community Grants had been awarded to both Henley Rugby Club and the new Skatepark.

District Councillor S Gawrysiak spoke on the local support for the Syrian Refugees and he suggested that the Council should set-up a Syrian Fund to provide refugees with financial help with housing and transport. Members were in agreement with this initiative was a worthwhile cause. It was **RESOLVED**

that the issue of the Council setting up a Syrian Refugee Fund should be an agenda item at the next meeting of the Finance, Strategy and Management Committee on the 27 October 2015.

COUNTY COUNCILLOR REPORT

Members had before them a report from County Councillor D Nimmo Smith. It was **RESOLVED**

that the report be received and noted.

Matters arising from the report:

County Councillor D Nimmo Smith referred to his report which had been previously circulated to Councillors and gave a verbal update on the following issues:

He confirmed that the provision of Children's Social Care throughout Oxfordshire was under review and would be going to full public consultation for a period of 6 weeks, commencing 13 October 2015.

Members questioned him on the household waste recycling centre strategy and urged Oxfordshire County Council to explore options of charging for Trade Waste, there was concern that fly tipping would increase in the area if the Oakley Wood Recycling Centre was one of the sites to be closed. He assured Council that he was in full agreement with their views and that he was aware that this was a site that was ideally located for Henley residents.

A Member enquired as to the source of funding for the provision of intermediate care beds at the Chipping Norton Community Hospital and was informed that it was Oxfordshire County Council.

37. FEEDBACK FROM REPRESENTATIVES ON OUTSIDE BODIES

Members had before them reports from Councillor S Smith on the Henley Over 60s Club and the Henley Educational Trust. It was **RESOLVED**

that the reports be received and noted.

A Member reported that local Independent retailers had recently had a meeting with John Howell MP about Business rates within Henley which had been very useful and informative. She also commented on the Town Team meeting that had been held earlier in the day which had representation from a variety of local business and community sectors and had proved to be a successful meeting.

A Member gave a verbal report on his recent attendance at the River and Rowing Museum's Trustees Meeting.

38. MAYOR'S CIVIC ENGAGEMENTS

Members had before them the list of Mayoral Civic engagements from the Mayor for the period **29 July – 22 September 2015**. It was **RESOLVED**

that the list of Mayoral civic engagements be received and noted.

The Mayor spoke on the recent success of Henley in Bloom receiving another Gold gilt award at the Thames and Chilterns Regional Britain in Bloom Competition in Oxford. Henley also received a Silver Award in the Entente Florale Europe campaign at a ceremony in Bristol, this event had also been an opportunity for Members to act as ambassadors and raise the profile of the town. Council was currently awaiting the outcome of Henley's entry in the National finals of Britain in Bloom at the upcoming ceremony in Newcastle.

39. REPORTS OF COMMITTEES

(i) The Minutes of the meetings of the Planning Committee held on the 11 August & 1 September 2015 were before the Council. It was **RESOLVED**

that the Minutes of the meetings of the Planning Committee held on 11 August & 1 September 2015 and the recommendations therein be received, approved and adopted.

- (ii) The Minutes of the meeting of the Town and Community Committee, held on 1 September 2015 were before the Council. It was **RESOLVED**

that the Minutes of the meeting of the Town and Community Committee held on 1 September 2015 and the recommendations therein be received, approved and adopted.

Arising from the report:

Minute No. 41 – Sound and Vision Light system for the Town Hall

A Member commented on the issue of the Sound System within the Town Hall and how important it was that it was progressed so that a system could finally be installed.

Minute No. 42 – Townlands

The Leader of the Townlands Steering Group gave a verbal update on the developments of the Townlands Hospital and the recent meeting that the TSG held on the 21 September. He spoke on the various working groups and discussions that had taken place to address issues that the TSG still had with regards to the new development and he expressed their views that although the facility was scheduled to be opened on Tuesday 8 December 2015 there were still concerns and that their intention was to work closely with the Clinical Commissioning Group (CCG) and monitor the facility as it opened before taking the decision to take legal steps. The next meeting of the TSG was yet to be confirmed and these outstanding issues would be addressed then.

Minute No. 47 – Proposed changes to subsidised bus services and to dial a ride in Oxfordshire Public Consultation

Members aired concern about the Town Council's official response to the proposed submission of the changes to subsidise bus services and to dial a ride in Oxfordshire as part of the Public Consultation, Members were in agreement that not all their individual views had been captured in the final submitted version via the portal. In the absence of the Member that had been assigned with this task Council were unable to ascertain the reasoning behind this action and it was established that the Consultation had now closed. In response to this outcome, it was **RESOLVED**

that In future all consultation documents requesting the Town Council to collate the views of all Committee Members will be submitted by hard copy so that it can be approved by all Members and the Town Clerk before being submitted to the relevant body.

- (iii) The Minutes of the meeting of the Finance Strategy and Management Committee held on **15 September 2015** were before the Council. It was **RESOLVED**

that the Minutes of the meeting of the Finance Strategy and Management Committee held on 15 September 2015 and the recommendations therein be received, approved and adopted.

Arising from the report:

Minute No. 43 – Sound and Vision Light system for the Town Hall

Members discussed the budget of £70k for a new sound, light and vision system and the allocation of a marketing budget from this amount, the point was made that the Town and Community Committee had recommended that the full allocation of this budget was put to the purchase of this system but it was suggested that a compromise would be to release £35k to purchase just a sound system and £5k for a marketing budget and then monitor the take up and evaluate further before investing in a new lighting system. A member requested that the new specification should include a

sound deadening facility within the main hall. Another Member also spoke on how essential it was to consult with the potential user groups over the specifications of the new sound system to ensure maximum return on its investment and bookings. Following this discussion, the original recommendation was **RESOLVED**

that a report be presented to the Town & Community Committee outlining a marketing strategy (supported by a proposed budget showing how much additional revenue would be generated) to increase the use of the venue with appropriate payback periods for any recommended systems upgrade.

(iv) The Minutes of the meeting of the Recreation and Amenities Committee held on **8 September 2015** were before the Council. It was **RESOLVED**

that the Minutes of the meeting of the Recreation and Amenities Committee held on 8 September 2015 and the recommendations therein be received, approved and adopted.

Arising from the report:

Minute No.29 - Progress

The Chair informed Council that the meeting regarding the fencing at Makins Recreation Ground had now taken place with Dave Adamson from the Scouts and that she was due to meet with Sally Rankin from The Henley Wildlife Group next week and would report back to Council on the outcomes once this had taken place.

Minute No.31 – First Chapel, Fairmile – The Orwell Centre

The Mayor reported to Council on the recent successful meeting that had taken place with Mr Burness-Smith regarding the First Chapel being used as a George Orwell Museum. He had agreed that he would present a detailed report outlining the enforcement of his intentions for this initiative to their next meeting.

Minute No.32 – Policy for granting usage of Mill/Marsh Meadows

Members had before them the Town Clerk's suggested re-wording of the third bullet point within the Town Council's policy for granting usage of these areas to emphasise the distinction between Mill and Marsh Meadows :-

'the different characteristics of Mill and Marsh Meadows be taken into consideration when granting permission for their use. Mill Meadows being a more formal area while Marsh Meadows is a more natural and rural area with sections dedicated to the enhancement of wildlife'. It was **RESOLVED**

that this amendment to the wording be adopted.

40. AUDITED ANNUAL RETURN AND AUDITORS REPORT

Members had before them a copy of Audited Annual Return and Auditors Report for the year ended March 2015 from the Accountant. The Council gave due consideration to the Return and Auditor's Report, which had been reproduced and had been previously circulated and **RESOLVED**

that the Annual Return and Auditors Report for the year ended March 2015 be received, approved and adopted.

41. THE LEASE FOR MILL MEADOWS CHILDCARE LTD

The lease between Henley Town Council and part of the pavilion to Mill Meadows Childcare Ltd was presented to Council for signing and sealing. It was **RESOLVED**

that the lease between Henley Town Council and part of the pavilion to Mill Meadows Childcare Ltd be signed and sealed by the Mayor.

42. APPOINTMENT OF A REPRESENTATIVE FOR HENLEY COLLEGE

Members had before them a report from Henley College requesting the Town Council to appoint a representative to serve on the Henley College Community Relations Committee. It was **RESOLVED**

that Councillor J Brookes be appointed to serve as Henley Town Council's representative for Henley College Community Relations Committee for the municipal year 2015-2016.

43. TRANSPORT STUDY REPORT

Members discussed the submission of the Transport Study report from Peter Brett Associates to South Oxfordshire District Council as part of the Joint Henley and Harpsden Neighbourhood Plan. Due to the time constraints, Members felt they had not been given adequate time to fully consider the report. It was **RESOLVED**

that the Transport Study report from Peter Brett Associates to South Oxfordshire District Council as part of the Joint Henley and Harpsden Neighbourhood Plan should be deferred back to the Neighbourhood Transport Study Group for further consideration and then presented at a Special Full Council Meeting for approval.

The meeting closed at 9.24pm.

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Mayor