

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

In attendance: Mrs N Flitcroft-Taylor – Senior Committee Administrator
Mrs B Walker – Committee Administrator/Minute Taker
Councillor W Hamilton

Also Present: 1 member of the press

29. APOLOGIES FOR ABSENCE

None received.

30. DECLARATIONS OF INTEREST

None received.

31. PUBLIC PARTICIPATION SESSION

The Chairman welcomed members of the public to the meeting and invited questions or comments relating to the agenda.

None received.

32. MINUTES

- i. The minutes of the Recreation and Amenities Committee meeting held on 19 July 2011 were approved and then signed by the Chairman, Councillor Mrs J Wood.
- ii. The Committee received and considered the minutes of the Christmas Events and Decorations Sub Committee held on 13 July 2011.

The Committee **RESOLVED**

that the minutes of the Christmas Events and Decorations Sub Committee held on 13 July 2011 be received, approved and adopted.

- iii. The Committee received and considered the minutes of the Christmas Events and Decorations Sub Committee held on 15 September 2011.

The Committee **RESOLVED**

that the minutes of the Christmas Events and Decorations Sub Committee held on 15 September 2011 be received, approved and adopted.

- iv. The Committee received and considered the minutes of the Mill Meadows and River Sub Committee held on 15 September 2011.

The Committee **RESOLVED TO RECOMMEND**

that the minutes of the Mill Meadows and River Sub Committee held on 15 September 2011, including the charges for the Mill Meadows Car Park for 2012 and moorings (see below), be received, approved and adopted

Monday to Friday from 1.1.12		
Prices include VAT	Charges 2011 8 am – 7 pm	Charges 2012 9 am – 7 pm
Up to 1 hour	£1.20	£1.20
Up to 2 hours	£2.40	£2.50
Up to 4 hours	£4.50	£5.00
Over 4 hours	£6.00	£7.00
Saturday, Sunday and Bank Holidays from 1.1.12 (Free of Charge Christmas Day, Boxing Day and New Year's Day)		
	Charges 2011 8 am – 7 pm	Charges 2012 9 am – 7 pm
Up to 1 hour	£1.50	£1.50
Up to 2 hours	£3.00	£3.00
Up to 4 hours	£6.00	£6.00
Over 4 hours	£8.00	£8.00
Regatta Charges		
	Charges 2011 8 am – 7 pm	Charges 2012 9 am – 7 pm
Wednesday, Thursday	£13.00	£13.00
Friday, Saturday and Sunday	£15.00	£15.00

Mill Meadows - Business Parking Permits		
Annual	£260.00	£270.00
Quarterly	£83.20	£85.00
Monthly	£31.20	£32.00
Weekly	£10.40	£10.50
Mill Meadows – Residents’ Permits		
Annual	£260.00	£270.00
Over 65 – Annual	£75.00	£75.00

Temporary Moorings from 1.1.12		
	2011	2012
Overnight	£9.00	£9.00
Weekly	£52.50	£52.50
Temporary Moorings During Regatta		
Monday – Thursday	£40.00	£30.00
Friday – Sunday	£50.00	£40.00
Weekly Rate (w/e Regatta Sunday)	£275.00	£250.00

Permanent Moorings (exc vat) from 1.4.12		
Prices per annum		
	2011/2012	2012/2013
Mill Meadows - per metre	£116.00	£120.00
River Terrace	£2800.00	£2800.00
White Hart	£2800.00	£2800.00

33. HENLEY FILM FESTIVAL

The Committee received a verbal report from the Chairman of the Mill Meadows and River Sub Committee, Councillor S Gawrysiak informing the Committee that this year’s Henley International Film Festival (HIFF) will be held at Mill Meadows.

Normally such a request would be brought to the Recreation and Amenities or Mill Meadows and River Committee for discussion and approval but the request was only received on 19 September 2011 and the event is to be held on Friday 4 November, Saturday 5 November and Sunday 6 November 2011 (with setting up on Thursday 3 November and clearing up on Monday 7 November 2011).

The decision had been made under the Town Clerk's delegated powers after having met with Mr R Truter (HIFF Organiser), the Mayor - Councillor Mrs P A Phillips, the Deputy Mayor (and Chairman of Town and Community) – Councillor Mrs E Hodgkin, the Chairman of the Recreation and Amenities Committee – Councillor Mrs J Wood, the Chairman of the Mill Meadows Sub Committee – Councillor S Gawrysiak and the Parks Services Supervisor – Mr G Bartle regarding the matter.

The Festival, which is celebrating Food in Film, will be located near to the Pavilion and the main activities will be housed in 2 inflatable structures – the Cinema Cube housing the beanbag cinema and the Peanut “Nosh Cube” which will provide a variety of food including street food vendors. Also the Silver Rocketeer will house a vintage cocktail bar. Tickets will be £10 for a day ticket including cinema screenings.

Councillor Gawrysiak confirmed the following terms had been agreed with the organisers:-

- A fee of £3000 would be charged and paid before the event – this will include the Parks Services staffing costs
- A deposit of £1000 would be required
- The organisers would arrange £10m public liability insurance which will cover any damage to the grassed area
- No free parking will be provided
- The Park Services will be on duty during the event
- A letter has been sent to nearby residents to advise of the event taking place
- The HIFF will arrange 24 hour security
- Sponsors include Smeg, Frexinet and The Telegraph
- Further details of the event are available on the HIFF website www.the-hiff.co.uk
- Costs of the infrastructure are covered
- Emergency services will be notified by the organisers

Councillor Gawrysiak felt the Festival had the potential to be a fantastic event and could be a welcome addition to the Henley calendar along with the Royal Regatta, the Henley Festival and the Literary Festival.

Concern was expressed at the lateness of the application and the level of the fee and it was noted that if the organisers wanted to apply for the use of Mill Meadows next year – the request would need to be received in good time and the fee would be reviewed in light of the success of this year's event.

The Committee noted the information and wished the Festival every success.

34. FAIRMILE CEMETERY CHARGES 2012

The Committee received and considered a report regarding proposed charges for the Fairmile Cemetery for 2012 and after a brief discussion the Committee felt an increase of an approximate 5% charge should be adopted.

The Committee **RESOLVED TO RECOMMEND**

that the following charges (an approximate 5% increase) be adopted for Fairmile Cemetery for 2012.

	Traditional Section from 1.1.12	Lawn Section from 1.1.12	Green Burial Section from 1.1.12
Interment Fee			
Burial	£210	£210	£210
Ashes	£140	n/a	n/a
Cemetery Maintenance Fee			
All interments	£260	£260	£260
Exclusive Rights of Burial			
Child to 12 years	£370	£185	£185
Adult	£560	£300	£300
Cremation Urn or Remains	£125	n/a	n/a
Gravestone, Tablet and monumental Inscriptions			
Headstone and Kerbs	£240	n/a	n/a
Headstone only	£240	£175	n/a
Temporary Monument	£85	£85	n/a
Additional Inscription	£75	£75	£75
Memorial plaque for cremated remains	£85	n/a	n/a
Memorial Tablet	n/a	n/a	£85
Tree Planting – Green Burial Section	n/a	n/a	£160
Hire of Cemetery Chapel	£85	£85	£85
Non residents of Henley	Up to 3x	Up to 3x	Up to 3x
Administration Fee – Search	£15	£15	£15

35. BUDGET

- i. The Committee received, considered and noted the budget report to August 2011.
- ii. The Committee considered items that they would like to be included on the capital expenditure wish list for 2012/2013 and after discussion **RESOLVED TO RECOMMEND**

that the following items be forwarded to the Finance Strategy and Management Committee for inclusion in the capital wish list for the 2012/2013 budget:-

- £4,000 for a replacement piece of equipment for the nest swing at the Adventure Playground at Mill Meadows. The Committee noted that ordinary swings have been installed on the nest swing frame

however the Committee would like £4,000 to remain in the budget as a contingency should the swings have to be removed.

- £10,000 for a Youth Shelter at Mill Meadows. The Committee noted that the Youth Council is due to be formed shortly and their views should be sought on the installation of a Youth Shelter at Mill Meadows.
- £5,000 for Outdoor Gym equipment (remaining costs to be funded by money gained from grant applications).

36. **PROGRESS REPORT**

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

African Queen – the Committee noted that the African Queen had declined the offer to moor at Mill Meadows and questioned whether the Council stated no refund in the offer letter as this seems unfair – the Chairman to investigate.

Town Clerk's note: for operational reasons it is more cost effective to invoice the African Queen on the same basis as our permanent moorings ie in advance. To offer a refund would require the Parks Services to monitor every mooring and result in additional work for the accounts department in raising refunds.

37. **QUEEN ELIZABETH II PLAYING FIELDS**

The Committee received a report regarding nominating a Henley Town Council park as a Queen Elizabeth II Field. This scheme has been created to mark Her Majesty the Queen's Diamond Jubilee and aims to protect two thousand and twelve outdoor recreation spaces in communities all across the country.

The Committee discussed the options and made the following comments:-

- this would be a wonderful way of marking the Queen's Jubilee in Henley
- the nominating of a field does not involve any capital expenditure
- becoming a Queen Elizabeth Field opens up some opportunities for funding (particularly associated with voluntary groups)
- nomination of an area could form part of the Town's Jubilee celebrations
- Makins Recreation Ground would make the perfect location for a Queen Elizabeth II Field
- the area does not need to change its name.

The Committee **RESOLVED TO RECOMMEND**

that an application be made to Fields In Trust to nominate Makins Recreation Ground as a Queen Elizabeth II Field.

38. **MAKINS PROJECT GROUP**

The Committee received a written report from Mr Dave Adamson (Convenor of the Makins Project Group) and a verbal report from Councillor Miss K Gehrman regarding the Project Group's progress.

Councillor Miss Gehrman reported the following:-

- a public meeting was held in the Town Hall on Monday 3 October 2011
- the meeting was well attended with a wide cross section of the community including local residents, representatives from the Youth Centre, Nomad and different age groups
- the meeting covered a range of aspects including the following introductions, presentations, details regarding funding opportunities, possible designs, anti social behaviour/self policing, litter issues, survey results/pilot study and a question and answer session
- the format of future open meetings could be improved

The Committee recognised the considerable amount of work that the Project Group had undertaken. The Committee also re-iterated that the Council had only agreed to date to support the investigations of the Project Group.

The Committee noted the information and Councillor Miss K Gehrman agreed to take the Council's views back to the Project Group.

39. MILL MEADOWS – JUBILEE AND 2012 OLYMPIC MAZE

The Town Council received a report from the Chairman of the Mill Meadows and River Sub Committee, Councillor S Gawrysiak, proposing a maze at Mill Meadows to celebrate the Queen's Diamond Jubilee and the 2012 Olympics. The proposal is that the construction would be of brick pathways (on a concrete base) with stone tiles at certain points. The project would aim to be cost neutral as bricks and tiles could be available for sponsorship - the bricks by the general public and the tiles by local businesses thus giving everyone in the town a chance to have input into the maze. The brick pathway would be at grass level to allow the Parks Services to mow over the area.

After discussion the Committee **RESOLVED TO RECOMMEND**

that the Town Council support further investigation into a brick maze at Mill Meadows and a further report be bought to the next Recreation and Amenities Committee. The investigation to include:-

- **design, location and costing**
- **tender for the block paving work**
- **construction timeline**
- **income from tiles and bricks**

40. **ASTRO PITCH**

The Committee received a report regarding providing additional sporting equipment/opportunities at the new astro pitch.

The Committee considered the installation of street snooker at the astro pitch and felt this was not the right location, an alternative location of Makins was suggested. A member queried if there was local demand for street snooker.

The Committee discussed the provision of additional equipment to be used on the new astro, which it was hoped could encourage day time use particularly by schools, businesses, clubs and individuals. Examples of such sports include kwik cricket, rush hockey, touch rugby, baseball, rounders, frisbee and equipment for boot camps.

The Committee agreed it was important to widen the use of this new facility as much as possible and **RESOLVED TO RECOMMEND**

that up to £5000 of the money ear-marked for the installation of the Street Snooker at the astro pitch be spend on additional sporting equipment in order to encourage daytime use of the astro pitch by the local community including schools, clubs, businesses and individuals.

The meeting closed at 9.55 pm.

bw

Chairman