

Present: Mayor, Councillor M S Akehurst  
Deputy Mayor, Mrs Councillor J Wood  
Councillor Mrs J Bland  
Councillor D Clenshaw  
Councillor S Gawrysiak  
Councillor Miss L Hillier  
Councillor D Hinke  
Councillor Miss S Evans  
Councillor W Hamilton  
Councillor Miss K Hinton  
Councillor Mrs E Hodgkin  
Councillor Ms L Meachin  
Councillor D R Nimmo Smith  
Councillor Mrs P A Phillips  
Councillor I Reissmann  
Councillor D Silvester

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

Also Present: 23 members of the public  
1 member of the press

The Town Clerk read out the fire evacuation procedure and reminded Councillors and members of the public of the Code of Practice relating to Public Participation as stated on the agenda. He also drew members of the public's attention to the laminated rules placed on each seat in the public gallery.

**76. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**77. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**78. MINUTES**

(i)The minutes of the Full Council meeting held on **16 December 2014** were approved and signed by the Chairman as a true record, save to the following extent:

Minute No. 68 – Mayor's report

The Deputy Mayor Councillor Mrs J Wood requested her attendance at the Annual General Meeting of the Headway Brain Injury Association on the 10 February 2014 be added to the list of mayoral engagements. It was **RESOLVED**

**that the report be amended to reflect this additional entry.**

(ii)The minutes of the Special Full Council meeting held on **3 February 2015** were approved and signed by the Chairman as a true record.

**79. PUBLIC PARTICIPATION**

Mr Will Hall, New Street

Mr Hall raised concern about the issue of drivers parking outside Hotel du Vin on New Street which resulted in traffic being reduced to a single lane on this section of the road, causing dangerous congestion.

Mrs G Dodds, Greys Road

Mrs Dodds spoke on the recent decision of two Town Councillors to move from the Henley Residents Group (HRG) to the Conservatives which she regarded as a betrayal to the people of Henley that had voted for them as representatives of this group of Independents.

Mr J Dean, Valley Road

Mr Dean spoke on the boundary encroachment situation regarding his property at 39 Valley Road. Referring to a hand-out that had previously been circulated to Council, he gave the background on the situation and outlined his proposal to purchase the encroached land in question.

Mr C Bentall, St. Andrews Road

Mr Bentall spoke on behalf of the Henley Tennis Club, welcoming the decision to allocate £50k from the Capital Expenditure budget to new tennis courts. He sought clarification as to whether the intention was to operate it on a pay and play basis or whether it would be a free recreational amenity. A Member informed him that this detail had not been confirmed as yet.

Mr C Baker, Lauds Close

Mr Baker congratulated the Finance, Strategy and Management Committee on their decision to install new lights at Jubilee Park but pointed out that a date for this work being carried out was still not scheduled. He announced that he had received official confirmation that Henley was now a Fairtrade Town.

Mr D Whittingham, New Street

Mr Whittingham availed Council of the inadequacies of the business waste collection in the Town Centre over the weekends, pointing out that this needed addressing and a more appropriate collection system adopted. A Member spoke on this issue, and was in agreement that a solution for the collection of business waste over the weekends needed to be sought and he had previously also tried to address it.

Mr D McEwen, Church Street

Mr McEwen enquired as to the progression of the support of the Weight Restriction Traffic Order for Henley; he sought clarification from County Councillor D Nimmo Smith to qualify Oxfordshire County Council's (OCC) response to Henley on this issue as he felt that the recent correspondence he had received from him on this matter had not been adequate. Councillor D Nimmo Smith responded to his question, reminding him that OCC were developing this strategy on a county-wide basis and were not dealing with the Henley area in isolation. He offered the website address where further information relating to this initiative could be found.

Mr D Thomas, Northfield End

Mr Thomas questioned the effectiveness of the Townlands Steering Group (TSG) under the leadership of Councillor I Reissmann, asking why it was the case that the Sue Ryder Hospice had pulled out of the agreement. He was informed by Councillor I Reissmann that he had been assured that the contracts had been signed; he also informed Council that an announcement regarding this outcome was expected imminently.

Mr K Arlett, Elizabeth Road

Mr Arlett spoke of his recent efforts to assist a family to be housed in Social Housing within Henley, he enquired as to how long the waiting list for this was. He was informed by a Member that she would investigate this matter and get back to him as soon as possible.

Mr D Dickie, St.Katherines Road

Mr Dickie enquired why it was that there had been no action from the Town Council for a year with regards to the issue of air pollution within the Henley area and that the Traffic Survey had not been undertaken. He was informed by a Member of the Traffic Advisory Committee that a new Scoping document was currently underway and that funds had been allocated to a Traffic Survey to be undertaken as part of the Neighbourhood Plan.

**80. COUNTY COUNCILLOR REPORT**

Members had before them two reports from County Councillor D Nimmo Smith. It was **RESOLVED**

**that the reports be received and noted.**

Matters arising from the report:

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

Removal of the post of Chief Executive

He spoke on the recent proposal to remove the post of Chief Executive at OCC as part of ongoing plans to cut officers costs, a cost saving process to help protect vital services.

Local Transport Plan

He confirmed the approval of the Local Transport Plan, reminding Council that the consultation could be accessed at [www.oxfordshire.gov.uk/consultation](http://www.oxfordshire.gov.uk/consultation). He explained about the new local lorry traffic internet-based journey planner that was being trialled to address the issue of HGV through traffic.

Bollards on West Street

He highlighted the fact that the bollards outside 39 West Street had been removed and that the situation was being monitored.

Greys Road Gasworks

He assured Council that the gas renewal works being undertaken on Greys Road was progressing and that the time sequence of the traffic lights on Duke Street and Reading Road had been adjusted to compensate for this road closure .

Parking Charges

Referring to the increase in the on-street parking charges, he drew Council's attention to the fact that increases to these charges had not been applied since 1993.

Members were in agreement that the public meeting regarding the Henley Branch Line should be publicised as widely as possible. It was also stressed that Henley residents should be able to contribute their views on the Local Transport Plan, as an Oxfordshire satellite Market Town the issue of the thoroughfare of HGV's was an important one.

## **DISTRICT COUNCIL REPORTS**

Members had before them reports from District Councillors W Hall and Mrs J Wood.  
It was **RESOLVED**

**that the reports be received and noted.**

### Matters arising from the reports:

District Councillor W Hall referred to his report which had been previously circulated to Councillors and gave a verbal update on the following issues:

#### South Oxfordshire District Council Fire Update

Councillor W Hall extended thanks to the Council for their offer of office space following the arson attack.

#### The Community Infrastructure Levy (CIL)

He confirmed that the CIL contributions were currently at a maximum level.

#### Tax Cuts

He spoke of SODC's intention of a 3% cut in Council Tax for 2015-16 which would represent the highest tax cut at a national level.

#### Cabinet Report

He agreed to send a web link to the Cabinet report so that all Members could have instant access to it.

#### Recycling

He spoke of the new kerbside initiative of recycling of textiles, thereby improving and increasing the provision of recycling in Henley. He confirmed that this would be publicised through the waste publicity service and the Henley Standard.

#### Air Quality Action Plan (AQA)

He was questioned by a Member on SODC's support of the AQA, he agreed to attend the next meeting of the Finance, Strategy and Management Committee to talk about the long term strategy of this Plan.

#### Housing support for Young People

In response to an earlier question during Public Participation regarding the re-housing of a young family, he offered support for this particular case which was welcomed. A Member commented on the fact that a response to housing for young people in the Henley area was much needed.

Councillors congratulated the staff at SODC on resuming their services so efficiently following the arson attack on their offices at Crowmarsh Gifford in January.

Councillor Mrs E Hodgkin confirmed that all the street signage on the Gainsborough Estate was due to be replaced within the next two weeks.

## **81. FEEDBACK FROM REPRESENTATIVES ON OUTSIDE BODIES**

Members had before them a report from Councillor Mrs J Wood on the Henley and Falaise Twinning Association.

It was **RESOLVED**

**that the report be received and noted.**

**82. MAYOR'S REPORT**

Members had before them the list of Mayoral engagements from the period **10 December 2014 – 3 February 2015**. It was **RESOLVED**

**that the report be received and noted.**

**83. REPORTS OF COMMITTEES**

(i) The Minutes of the meetings of the Planning Committee held on the 6 January & 27 January 2015 were before the Council. It was **RESOLVED**

**that the Minutes of the meetings of the Planning Committee held on 6 January & 27 January 2015 and the recommendations therein be received, approved and adopted.**

(ii) The Minutes of the meeting of the Town and Community Committee, held on 13 January 2015 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Town and Community Committee held on 13 January 2015 and the recommendations therein be received, approved and adopted.**

(iii) The Minutes of the meetings of the Finance Strategy and Management Committee held on 16 December 2014 and 20 January 2015 were before the Council. It was **RESOLVED**

**that the Minutes of the meetings of the Finance Strategy and Management Committee held on 16 December 2014 and 20 January 2015 and the recommendations therein be received, approved and adopted with the exception of the following:**

Minute No.76 – Calendar of meetings 2015-16

Members discussed the draft calendar of meetings for 2015-16, it was **RESOLVED**

**that the Calendar of meetings 2015-16 be referred back to the Finance, Strategy and Management Committee on 3 March 2015 for further detailed consideration.**

Minute No.84 – 60+ Club

It was noted that the membership of the 60+ Club is c135 not c200.

Minute No.85 – Town and Parish Elections May 2015

Members debated whether the election count should be held in Henley as opposed to Abingdon. A Member proposed that this item was not progressed, a vote was taken and the motion was lost. There being no further debate, it was **RESOLVED**

**that the Town Clerk writes to David Buckle offering the Council's support during this difficult time and stating the preference that the election count for the local town and neighbouring parish councils is held in Henley. The letter should also include a request for a breakdown of all the practical issues that need to be addressed.**

**84. VARIATION TO THE ORDER OF BUSINESS**

In accordance with Standing Orders 5(a)(xx), it was **RESOLVED**

**that due to its confidential nature, the order of business be varied to move Minute No. 87ii - Valley Road, into confidential session.**

**85. REPORTS OF COMMITTEES CONTINUED**

(i) The Minutes of the meeting of the Recreation and Amenities Committee held on 27 January 2015 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Recreation and Amenities Committee held on 27 January 2015 and the recommendations therein be received, approved and adopted with the exception of the following:**

Minute No.54.iii – Outdoor Gym Equipment

Members discussed the suggested locations and layout of the Outdoor Gym equipment, following the rejection of the suggested location near the funfair attractions at Mill Meadows, it was **RESOLVED**

**that the location and layout of the Outdoor Gym equipment be referred back to the Outdoor Gym Working Group for further detailed consideration and that the funds remain ring-fenced for this project in next year's Capital Programme.**

Minute No.56– Progress report – Makins Recreation Ground

Members discussed the details regarding the cost and appropriateness of a concrete table tennis table being installed at Makins Recreation Ground and the fact that Gainsborough Residents Association (GRA) would fund a third of the costs. Members were in agreement that a long-term strategy for the maintenance and improvement of all HTC owned recreational facilities should be drawn-up in conjunction with a thorough audit being undertaken. It was **RESOLVED**

**that a concrete table tennis table at Makins Recreation Ground should be installed with the Gainsborough Residents Association funding up to a third of the costs, and that a Working Group should be appointed to undertake a holistic review of all HTC's recreational facilities.**

Minute No.57– Humphrey Gainsborough Information Board

A Member publicly thanked Mrs V Greenwood for researching and designing this information board.

**86. VARIATION TO THE ORDER OF BUSINESS**

In accordance with Standing Orders 5(a)(xx), it was **RESOLVED**

**that due to its confidential nature, the order of business be varied to move Minute No. 60i – Moorings, into confidential session.**

**87. REPORTS OF COMMITTEES CONTINUED**

(i) The Minutes of the meetings of the Neighbourhood Planning Governance Committee held on 21 January 2015 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Neighbourhood Planning Governance Committee held on 21 January 2015 and the recommendations therein be received, approved and adopted.**

Arising from the report:

Minute No. 57 – Progress Report

A Member expressed concern at various aspects of the consultation on the Draft Neighbourhood Plan, considering the budget that had been allocated to this important project; he sought clarification on the following issues:

1. Who approved the Draft Neighbourhood Plan?

The chairman reminded Council that this was a revision of the first draft Plan and on this basis there were only minor text alterations carried out and therefore it was not deemed necessary to get it re-approved.

2. Who made the decision to go to Consultation?

The chairman confirmed that the dates of the statutory consultation period were agreed by the planning Consultants, Nexus Planning in accordance with the Work plan that had been ratified by the Governance Committee.

3. What was the point of the Overview Group?

The chairman explained that the Overview Group was made up of representatives from all the Working Groups to ensure that all the ideas and comments were discussed and considered appropriately together.

He felt that the omission of a Transport Strategy at the Public Consultation Stage was a serious flaw of the Plan. Members had been in agreement with the importance of the traffic impact on the infrastructure and as a result, additional funds had been allocated. He was informed that a Traffic Study was being commissioned and that this would result in an appropriate and considered Transport Strategy for The Plan.

(ii) The Minutes of the meeting of the Town Medal Committee held on 28 January 2015 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Town Medal Committee held on 28 January 2015 and the recommendations therein be received, approved and adopted.**

(iii) Townlands Steering Group (TSG) Committee

Members had before them a report on the current status of the TSG and Members discussed the information contained within the report. It was **RESOLVED**

**that the report be received and noted.**

Arising from the report:

The Chairman referred to the proposed updated TSG Structure (as specified in the new Terms of Reference approved by Full Council on 16 December 2014) that had been circulated to all Members. A Member proposed the addition of **Mrs P Buckett and Mr D Smewing** to the suggested representation. A debate ensued regarding the membership. The motion having been proposed and seconded and put to the vote, it was **RESOLVED**

**that the membership of the TSG as set out in the tabled document be approved with the addition of two community representatives: Mrs P Buckett and Mr D Smewing.**

**88. EXTENSION OF MEETING**

In accordance with Standing Orders 5(a)(xxvii), it was **RESOLVED**

**that due to the amount of outstanding business the meeting be extended until 10.30pm**

A vote was taken and it was passed on the chairman's casting vote.

The motion was carried.

*10.02 - Councillors D Clenshaw and Ms L Meachin left the meeting.*

**89. EXCLUSION OF THE PUBLIC AND THE PRESS**

It was moved by the Chairman and **RESOLVED**

**that the public and the press be excluded from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.**

**MINUTES OF THE CONFIDENTIAL SESSION OF THE TOWN MEDAL COMMITTEE MEETING HELD ON 28 JANUARY 2015**

**90. TOWN MEDAL**

The Minutes of the confidential session of the Town Medal Committee meeting held on 28 January 2015 were before the Council. Members debated the nominations put forward by the Town Medal. It was **RESOLVED**

**that Mr George Leslie and Mrs Sally Rankin be awarded the Town Medal for 2015 and that the late Mrs Jean Barrett be awarded the Town Medal posthumously.**

**91. VALLEY ROAD**

Minute Number 87ii of the confidential session of the Finance, Strategy and Management Committee meeting held on 20 January 2015 was before the Council.

A Member spoke on the circumstances and history surrounding the land encroachment at Valley Road, outlining the appeal of the residents. A debate ensued and it was **RESOLVED**

**that minute Number 87ii of the confidential session of the Finance, Strategy and Management Committee meeting held on 20 January 2015 and the recommendations therein be approved and that:**

- 1. the householder is advised that the offer to buy the land is declined;**
- 2. a land surveyor is employed to determine the exact boundary line along the entire length of the footpath, to Tilebarn Close and as a result how many properties are affected;**
- 3. householders to be advised if their boundary has encroached onto HTC land and informed that the areas in question would not be sold or leased back to the properties concerned; and**
- 4. a further report to be submitted to the Finance Strategy & Management Committee with the outcome of the survey and a list of options available to resolve the situation (if necessary)**

The meeting closed at 10.32 pm.

*ppd*

*Mayor*