

**NOTICE IS HEREBY GIVEN THAT A MEETING OF THE
FULL COUNCIL**

will be held on

TUESDAY 12 JUNE 2012 AT 7.30 PM in

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

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
3. **TO APPROVE THE FOLLOWING MINUTES:**
 - (i) Full Council meeting held on *8 May 2012*
 - (ii) Annual Meeting held on *14 May 2012*
4. **PUBLIC PARTICIPATION**

A period of up to but no longer than 20 minutes to receive questions and opinions from members of the public on any matter which affects the town.
5. **DISTRICT COUNCILLORS REPORTS**
COUNTY COUNCILLORS REPORTS

TO RECEIVE reports from District and County Councillors and subsequent verbal development updates following the submission of these reports.
6. **FEEDBACK FROM REPRESENTATIVES OF OUTSIDE BODIES**

TO RECEIVE any reports from representatives of outside bodies.
7. **MAYOR'S REPORT**


TO RECEIVE a report from the ex-Mayor for the period *2 May to 14 May 2012* and a report from the Mayor *15 May to 6 June 2012* and any other announcements the Mayor may wish to make.
8. **REPORTS OF COMMITTEES**

TO RECEIVE the Reports of the Committees:

 - i) **Planning Committee** – *15 & 29 May 2012*
 - ii) **Town & Community Committee** – *15 May 2012*
 - iii) **Finance Strategy & Management Committee** – *22 May 2012*
 - iv) **Recreational & Amenities Committee** – *29 May 2012*
 - v) **Townlands Steering Group**
 - a) **TO RECEIVE** an update report from Councillor I Reissmann
 - b) **TO CONSIDER** the report of the Town Clerk

9. **TO RECEIVE AND APPROVE** the Annual Return and Unaudited Financial Statement for the year ended 31 March 2012 as detailed below :
- (a) The Annual Return 'Section 1 – Accounting Statements for Henley on Thames Town Council' as recommended by the Finance Strategy and Management Committee on 22 May 2012.
 - (b) The Annual Return 'Section 2 – Annual Governance Statement' acknowledging Full Council's responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements.'
 - (c) The Unaudited Financial Statements as recommended by the Finance Strategy and Management Committee on 22 May 2012, subject to the inclusion of the words '*The Green Field at Gillotts Corner*' on page 13 under the list of Community Assets. The accountant can also confirm that the desk-top valuation of the Council's investment properties (see note 6 on page 11 of the accounts) has now been received and that the market value is not significantly different to that of 2011.
10. **LEASES AND LICENCES**
- i) **TO SIGN AND SEAL** the lease between Henley Town Council and Miss L.M.Hillier for West Street Stores, Henley-on-Thames.
 - ii) **TO SIGN AND SEAL** the licence between Henley Town Council, Sue Ryder and Henley in Transition for the underlet of land at Tilebarn, Henley-on-Thames.
11. **NEIGHBOURHOOD PLANNING**
TO RECEIVE AND CONSIDER the Report of the Town Clerk.
12. **CODE OF CONDUCT**
TO RECEIVE AND CONSIDER the Report of the Town Clerk.
And to **APPROVE AND ADOPT** the code of conduct for Members and Co-opted Members of Henley-on-Thames Town Council.

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Mr M Kennedy
Town Clerk
6 June 2012