

Present: The Mayor, Councillor Mrs P A Phillips  
Councillor Miss K L Gehrman  
Councillor S Gawrysiak  
Councillor D Clenshaw  
Councillor Miss S Evans  
Councillor Mrs J Bland  
Councillor Miss L Hillier (substituting for Councillor D Silvester)  
Councillor Ms L Meachin (substitute for Councillor Mrs E Hodgkin)  
Councillor I Reissmann (substituting for Councillor Mrs J Wood)

In attendance: Mr M Kennedy – Town Clerk  
Mrs B Walker – Committee Administrator/Minute Taker  
Councillor M Akehurst  
Councillor W Hamilton

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

The Mayor, Councillor Mrs P A Phillips took the Chair.

**1. ELECTION OF CHAIRMAN**

The Mayor, Councillor Mrs P A Phillips called for nominations for the election of Chairman. The Mayor, Councillor Mrs P A Phillips proposed and Councillor Miss K Gehrman seconded that Councillor Mrs J Wood be elected Chairman for the year 2011 - 2012.

There being no further nominations it was **RESOLVED**

**that Councillor Mrs J Wood be elected Chairman of the Recreation and Amenities Committee for the municipal year 2011 – 2012.**

**2. ELECTION OF VICE-CHAIRMAN**

In the absence of the Chairman, the Mayor, Councillor Mrs P A Phillips called for nominations for the election of Vice- Chairman. The Mayor, Councillor Mrs P A Phillips proposed and Councillor Miss K Gehrman seconded that Councillor D Clenshaw be elected Vice-Chairman for the year 2011 - 2012.

There being no further nominations it was **RESOLVED**

**that Councillor D Clenshaw be elected Vice-Chairman of the Recreation and Amenities Committee for the municipal year 2011 – 2012.**

The Vice-Chairman, Councillor D Clenshaw took the Chair.

**3. TERMS OF REFERENCE**

The Committee received and considered the Terms of Reference for the Recreation and Amenities Committee. It was **RESOLVED**

**that the terms of reference for Recreation and Amenities Committee be adopted.**

**4. APOLOGIES FOR ABSENCE**

Apologies for absence were received from the Deputy Mayor, Councillor Mrs E Hodgkin, Councillor D Silvester and Councillor Mrs J Wood.

**5. DECLARATIONS OF INTEREST**

The following declarations of interests were received:-

- The Mayor, Councillor Mrs P A Phillips declared a pecuniary interest in minute number 13 Allotment Rents, as an allotment tenant.
- Councillor Ms L Meachin declared a personal interest in minute number 13 - Allotment Rents, as an allotment holder.
- Councillor I Reissmann declared a personal interest in minute number 13 - Allotment Rents, as a member of the Henley Allotment Association.

**6. APPOINTMENT OF SUB COMMITTEES/WORKING GROUPS, THE MEMBERSHIP THEREOF AND THEIR TERMS OF REFERENCE**

- i.a) The Committee considered the appointment of members to the Mill Meadows and River Sub Committee and **RESOLVED**

**that the following Councillors be appointed to the Mill Meadows and River Sub Committee for 2011/2012:-**

**Councillor D Clenshaw  
Councillors Miss S Evans  
Councillor S Gawrysiak  
Councillor Miss K Gehrman  
Councillor Mrs E Hodgkin  
The Mayor, Councillor Mrs P A Phillips (ex officio)  
Councillor Mrs J Wood**

The Town Clerk advised the next meeting of the Mill Meadows and River Sub Committee will be held on Thursday 23 June 2011 at 9.30 am in the Committee Room.

- i.b) The Committee considered the Terms of Reference for the Mill Meadows and River Sub Committee for 2011/2012 and **RESOLVED**

**that the Terms of Reference for the Mill Meadows and River Sub Committee for 2011/2012 be adopted.**

- ii.a) The Committee considered the appointment of members to the Christmas Decorations and Events Sub Committee and **RESOLVED**

**that the following Councillors be appointed to the Christmas Events and Decorations Sub Committee:-**

**Councillor Miss S Evans  
Councillor Mrs E Hodgkin  
The Mayor, Councillor Mrs P A Phillips (ex officio)  
Councillor Mrs J Wood**

The Town Clerk advised the next meeting of the Christmas Events and Decoration Sub Committee will be held on Wednesday 13 July 2011 at 9.30 am in the Committee Room.

- ii.b) The Committee considered the Terms of Reference for the Christmas Events and Decorations Sub Committee and **RESOLVED**

**that the Terms of Reference for the Christmas Events and Decorations Sub Committee be adopted.**

- iii.a) The Committee considered the appointment of members to the Henley in Bloom/Civic Pride Sub Committee and **RESOLVED**

**that the following Councillors be appointed to the Henley in Bloom/Civic Pride Sub Committee:-**

**Councillor Miss K Gehrman  
Councillor Mrs E Hodgkin  
The Mayor, Councillor Mrs P A Phillips (ex officio)  
Councillor D Silvester  
Councillor Mrs J Wood**

The Town Clerk advised the next meeting of the Henley in Bloom/Civic Pride Sub Committee will be held on Thursday 16 June 2011 at 10.00 am in the Committee Room.

- iii.b) The Committee considered the Terms of Reference for the Henley in Bloom/ Civic Pride Sub Committee and **RESOLVED**

**that the Terms of Reference for the Henley in Bloom Civic Pride Sub Committee be adopted.**

- iv) The Committee considered the appointment of members to the First Chapel Working Group and **RESOLVED**

**that the following Councillors be appointed to the First Chapel Working Group:-**

**Councillor Mrs E Hodgkin  
Councillor D Silvester  
The Mayor, Councillor Mrs P A Phillips (ex officio)  
Councillor Mrs J Wood**

## **7. PUBLIC PARTICIPATION SESSION**

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

Councillor M Akehurst, Laurel Dene, Two TreeHill - asked if the Committee could confirm whether the County Council had taken action to ensure the insurance company of the boat who crashed into the bridge would be paying for the repairs.

The Chairman advised that this information had not been passed on by the County Council. Councillor Ms L Meachin requested that Oxfordshire County Council be asked to confirm whether the boat owner's insurers had been approached to pay for the damage to the Henley Bridge.

Councillor W Hamilton, 153 Greys Hill – asked that the Environment Agency be asked to remove a tree and debris that had gathered to the north end of Rod Eyot Island as it is causing an obstruction.

***Post meeting note – Mrs C Robb, Moorings Administrator will contact the Environment Agency regarding this debris.***

Mr J Lipscombe - Mr Lipscombe explained he would like to introduce himself to the new Committee as one of the organisers of the Project Group set up to investigate the possible improvement/expansion of the skate park area at Makins Recreation Ground. He confirmed that a facebook page had been created and to date over 240 people had joined the page to offer their support. Considerable interest has also been shown in the public meeting which is to be held on Thursday 16 June 2011 at 7 pm at the Scout Hut at Makins Recreation Ground. Skate board park companies had been approached and information gathered regarding how much money would need to be raised. Accompanying Mr Lipscombe was a representative from Wheelscape who explained they would need further information regarding the nature of the site in respect of it being located on an old rubbish tip.

Mr D Adamson – Henley Group Scout Leader and Project Group Leader confirmed that the Henley Standard had been contacted to advertise the public meeting to discuss Makins Recreation Ground and it is hoped that all interested parties will attend including skateboard users, nearby residents and other users of Makins. He also confirmed an invitation to the meeting has been emailed to over 300 people and there was information on the website. Mr Adamson also advised that the Project Group intends to follow the initial meeting up with subsequent meetings to thoroughly investigate the project and ensure all stakeholders and interested parties have an opportunity to provide input.

**8. MINUTES**

- i.) The minutes of the Recreation and Amenities Committee meeting held on 26 April 2011 were approved and then signed by the Chairman, Councillor D Clenshaw.
- ii) The Committee received and considered the notes of the Sports Centre User Group meeting held on 20 May 2011.

The Committee **RESOLVED**

**that the notes of the Sports Centre User Group meeting held on 20 May 2011 be received, approved and noted.**

**9. MAKINS RECREATION GROUND**

The Committee received and considered a report giving an update on the Progress Group and their investigations into the expansion/improvement of the skate park at Makins Recreation Ground.

The Committee agreed it was important to appoint one or more Councillors to the Progress Group to act as a liaison with, listen to and to offer support to the Group. The Committee also agreed it was important that the Project Group be led by the users.

After further discussion the Committee **RESOLVED TO RECOMMEND**

**that the Town Council continue to support the Project Group set up to investigate the improvement of the skate park at Makins Recreation Ground .**

and **RESOLVED**

**that Councillors Miss K Gehrman and Ms L Meachin be appointed as Council representatives on the Project Group.**

Five members of the public left the public gallery.

10. **RED LION LAWN**

The Committee received and considered a report regarding repairs to the north west river training wall at Red Lion Lawn.

The Committee recognised that currently there is insufficient information on the state of the wall to make a recommendation as to what action should be taken and considered appointing a specialist to carry out an underwater survey on the wall and that the work is likely to be costly.

The Town Clerk advised that he had met with a local, specialist diving company who could undertake a survey of the wall including a video and a report. This information would enable the Town Council to consider what options are open to them and if necessary to go out to tender for remedial works. Planning permission and authorisation from the Environment Agency may be required depending on the scale of the work required.

The Town Clerk also advised that as the divers would be employed by the day and the survey would be likely to take only half a day it provided an opportunity to also survey the wall to the north of the training wall which may, or may not, be in the Town Council's ownership (currently under investigation).

The Principal Bridge Engineer at Oxfordshire County Council would be willing to ask the contractor, who is to undertake the repairs to Henley Bridge from August, to tender for the work under a variation on their contract. Under this arrangement Oxfordshire County Council may be able to project manage the works to the training wall on behalf of the Town Council.

After discussion the Committee **RESOLVED TO RECOMMEND**

**that in order to ascertain the extent of the work required a specialist diving company be employed to carry out a survey of the north west training wall at Red Lion Lawn to include a video and report and a further report be bought back to the Recreation and Amenities Committee.**

**that the fee of approximately £1,100 be met from the Professional Fees budget.**

The Town Clerk sought the Committee's response to a request from Oxfordshire County Council to use the northern half of Singers Park for the storage of materials by their contractors during the 3 month repairs of Henley Bridge.

The Committee expressed the following concerns and asked that further information be sought from Oxfordshire County Council:-

- Would the footpath along the river still be available for use by pedestrians and particularly for those with wheelchairs and prams.
- Singers Park is a raised area and this may cause health and safety issues.

- The exact timing of the repairs.
- Could Red Lion Lawn be used for storage, however there are 3 licences issued to boat companies to use this area for moorings.
- Singers Park is a very popular area and this would cause considerable disruption at a busy time of the year.

Councillor Miss L M Hillier left the meeting at 8.45 pm.

After discussion and on the Chairman's casting vote, the Committee **RESOLVED TO RECOMMEND**

**that Oxfordshire County Council be given permission, in principal, to use the northern half of Singers Park for their contractor to store building material during their repairs of the Henley Bridge, subject to additional information being sought from Oxfordshire County Council regarding the following:-**

- **the timing of the project**
- **would the footpath by the river still be available for pedestrians, wheelchair users and prams?**
- **would the raised nature of Singers Park create health and safety issues?**
- **would Red Lion Lawn be a suitable alternative?**

***Clerk's note: Having regard to the level of unease expressed at the Recreation and Amenities Committee concerning the storage of materials at Singers Park, the Oxfordshire County Council is considering an alternative on-street arrangement for storing materials eg the wide pavement area fronting Red Lion Lawn.***

#### **11. BUDGET**

The Committee received and noted the budget to March 2011.

The Committee noted that there had been an increase in income in specific areas within the Recreation and Amenities budget including car parking and the Cemetery.

#### **12. PROGRESS REPORT**

The Committee received and noted the Progress Report.

Outdoor Sports Centre – Astropitch replacement - The Town Clerk confirmed he would be making the 10 minute presentation to the South Oxfordshire District Council's Community Investment Fund Panel on 14 July 2011.

#### **13. ALLOTMENT RENTS**

The Mayor, Councillor Mrs P A Phillips, after previously declaring a prejudicial interest in the following item, left the Council Chamber and took no further part in the proceedings.

The Committee received and considered a report regarding the proposed allotment rents for the year October 2012 to September 2013 as one year's notice of rental charges is required.

The Committee felt that there should be a raise in the rents however this should be proportionate considering the current economic climate and that the rent increase of between 2.7% and 2.8% proposed by the Allotment Association should be adopted.

The Committee **RESOLVED TO RECOMMEND**

**that allotment rents for the year October 2012/September 2013 be increased at a rate between 2.7 and 2.8% as follows:-**

<b>10 poles</b>	<b>- £38.00</b>	<b>2.7 % increase</b>
<b>10 pole concession</b>	<b>- £25.50</b>	
<b>7 poles</b>	<b>- £27.50</b>	<b>2.8 % increase</b>
<b>7 poles concession</b>	<b>- £18.50</b>	
<b>3.5/5 poles</b>	<b>- £19.00</b>	<b>2.7 % increase</b>
<b>3.5/5 poles concession</b>	<b>- £13.00</b>	

The Committee also considered the introduction of a new fee for starter plots to be introduced from September 2011 and after discussion **RESOLVED TO RECOMMEND**

**that a new rate be introduced from October 2011 for starter plots which vary in size but are approximately 2 – 3 poles as follows:-**

<b>starter plot</b>	<b>- £14.00</b>
<b>starter plot concession</b>	<b>- £9.00</b>

Councillor I Reissmann left the meeting.

The Mayor, Councillor Mrs P A Phillips re-joined the meeting.

**14. HENLEY HOCKEY CLUB**

The Committee received and noted an invitation from the Henley Hockey Club to their 30<sup>th</sup> Hockey Festival and barbecue to be held on the Regatta weekend – Saturday 1 and Sunday 2 July 2011.

Councillor I Reissmann re-joined the meeting.

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

It was moved by the Chairman, Councillor D Clenshaw 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 matters which were about to be discussed are considered to be confidential.



16. **WOODLAND MEMORIAL**

The Committee received and considered the draft lease between Sue Ryder Care and Henley Town Council regarding the Woodland Memorial area at 40 Acre Field.

After discussion the Committee **RESOLVED TO RECOMMEND**

that the draft lease be approved and that it be forwarded to the Council's solicitors for consideration.

The meeting closed at 9.02 pm.

Chairman

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