

Present: Deputy Mayor, Councillor Mrs E Hodgkin (Chairman)
Councillor Miss K L Gehrman (Vice Chairman)
Mayor, Councillor Mrs P Phillips
Councillor D M Silvester
Councillor Mrs J Wood
Mr A J Follett
Mrs G Follett
Mr A Hawkins
Mrs R Reed
Mrs M Taylor

Also Present: Miss J Smith - Minute Taker / Committee Administrator

26. APOLOGIES FOR ABSENCE

Apologies received from Councillor K Gehrman, Mrs C Langler and Mr M Jex.

27. DECLARATIONS OF INTEREST

None.

28. MINUTES

The Minutes of the Henley in Bloom / Civic Pride Meeting held on the 29 September 2011 were approved and signed by the Chairman as a true record.

29. PUBLIC PARTICIPATION

There were no members of the public present at the meeting.

30. DECLARATION OF ACCEPTANCE OF OFFICE

The Town Clerk explained to the co-opted members that the Code of Conduct also applied to authorities, committees and sub committees who have delegated powers. Co-opted members have the option of voting rights that apply to Councillors. The Town Clerk gave the co-opted members copies of the Henley Town Council Code of Conduct; Declaration of Acceptance of Office and Register of Members' Interests General Notice of Registrable Interests. He asked that any questions on the forms be directed to the Town Clerk. Completed forms to be returned to the Town Clerk.

31. PROGRESS

A Progress Report was noted and tabled at the meeting.

Station Park – Min 20

Bin to be painted and installed. Gardening Buddies to check on the area to see if the crocuses were coming through under the trees.

Area Adjacent to Fire Station – Min 19

Councillors Miss K Gehrman and Mrs E Hodgkin to report next steps at next meeting.

Thames and Chiltern Regional Awards – Min 20

Members were still keen to meet with Mr B Stanesby, last year's judge. The Mayor, Deputy Mayor, Mr R Reed, Mrs G Follett and Mr G Bartle agreed to meet with Mr Stanesby.

Action: Committee Administrator to set up meeting with Mr B Stanesby.

Town Weed Killing – Min 20

It was confirmed that quotes for weed killing were being obtained via Recreation and Amenities Committee for the whole of the town centre.

Woodland Trust Free Tree Scheme – Min 20

It was confirmed that a response had been received from Henley in Transition that on this occasion they would not take up the offer of the free trees, therefore, no free trees would be requested in February 2012.

Planter on Hart Street

It was confirmed that Milton Gordon had been approached regarding sponsoring a square planter for the corner of Hart Street (outside Maison Blanc). It was suggested another email be sent chasing up this sponsor opportunity with them.

Action: Committee Administrator to contact Milton Gordon re sponsorship.

32. BUDGET UPDATE

The Committee received and noted the budget report as at the 21 December 2011.

33. GARDENING BUDDIES

The Chairman advised a new list of Gardening Buddies dates would be circulated. New projects for the Gardening Buddies include: Mill Meadows circular flowerbeds; Fire Station; Youth Centre; Upton Close triangle; Northfield End/Kings Road (in front of Sydney House).

The Mayor mentioned that Mr D Eggleton had shown interest in maintaining a communal area in Gainsborough Close. It was suggested a meeting be arranged with Mr Eggleton to progress his suggestion.

Action: Committee Administrator to arrange a meeting with the Mayor, Deputy Mayor and Mr Eggleton.

Mention was made to posts at Upton Close being installed to stop parking on verges. It was agreed last year that this could potentially be undertaken by the Community Service Help managed by the Park Services in conjunction with Highways. In addition, installing posts to stop parking on the verges in Greys Road outside the Town Green was mentioned and Park Services to add this to their schedule of work. Mention was made by Mr A Hawkins to the cutting of an area of the Town Green (normally undertaken in August) which had not taken place last year and also the hedge needed cutting.

A member asked whether the gas board had been responded to making good the areas following the gas works last year to the area at the top of Greys Road. Committee Administrator agreed to contact the contractor again.

Action: Park Services to look at adding to the Community Service work programme. Items to be added to the Park Services work schedule: installation of posts; cutting of hedge and grass at Town Green.

Action: Committee Administrator to contact the gas board again regarding making good the area at the top of Greys Road following the work undertaken last year.

34. THAMES AND CHILTERN REGIONAL COMPETITION

The Chairman asked members if Henley should take part in this year's event. Everyone agreed to participation in the regional competition as it provided a focus for all the efforts and events that take place during the year. Competition entry fees are approximately £100.

It was **RESOLVED** to **RECOMMEND** that Henley enters the Thames and Chiltern Regional Britain in Bloom competition in 2011 at an approximate entry cost of £100.

It was agreed, like last year, the date for the visit from the Thames and Chilterns Regional Judges should be recommended and Thursday 12 July was proposed.

Action: Committee Administrator to contact Sally Swift at Thames & Chiltern and convey the preference on date for the judges' visit.

It was suggested that as in previous Henley had lost marks on the 'B3 – Local Heritage' (management and development of local heritage and/or identity, inclusive of natural heritage), Henley Archaeological & Historical Society should be approached for input and the Mayor agreed to host a meeting in the Mayor's parlour.

Action: Committee Administrator to arrange a meeting with Mayor and Chairman with the Henley Archaeological & Historical Society.

Mrs M Taylor kindly agreed to provide support in producing the 2012 HIB portfolio and Mr R Reed agreed that Higgs Group would kindly do the printing again. Mrs Taylor also suggested that she was happy to produce an A4 2013 HIB calendar to sell at events to raise money for HIB and tabled a draft template. It was agreed that Mrs Taylor should bring proposed HIB photographs and costings to the next meeting for further discussion.

35. **SPONSORSHIP**

Members noted the updated sponsorship list. Recommendations were made to contact the new tyre company (National Tyres) on the Reading Road and the Jet garage to talk about the installation of sleepers for a bedding plant display in 2012. Councillor Mrs J Wood agreed to make contact with the new owners. It was also suggested that perhaps Mrs Judy McAlpine, Fawley Court and Henley Arts & Crafts Guild be contacted regarding a potential sculpture for Station Park Green. The Chairman agreed to contact David Tate to ask for sponsorship again for the 'Pride in Your Place' competition. It was also agreed as the cost of hosting the Front & back Gardens Awards Presentation had increased Southern Plant Hire should be approached again and £350 was proposed for this sponsorship.

36. **2012 EVENTS**

(i) Planting for the town/Mill Meadows flowerbeds:

Members discussed the colours for the town flowerbeds and the following was agreed:

- Town centre beds (including Market Place) – red, white and blue
- Station Road and Round beds (Mill Meadows) – Jubilee colours (blue, orange, red and green).
- Boat on Reading Road Roundabout – Jubilee colours

A meeting with Windowflowers to be confirmed for early February to discuss 2012 planting colours/options.

A discussion ensued on how the two round beds at Mill Meadows should be planted to celebrate the Jubilee and it was suggested that '1952' be depicted in flowers on one bed and '2012' depicted in flowers on the other. A member suggested contacting a willow weaver to see if two 3D crowns (1m diameter) could be made to go in the centre of the beds. Mr Hawkins agreed to research this option.

It was agreed that an information board to be created, similar to previous years giving information of the Queen's Diamond Jubilee.

(ii) HIT Litter Campaign – 3 March 2012

The Mayor confirmed that she had recently spoken with Mr T Espley from Henley College who was very keen for the college to be involved with helping to control litter within the town and raise the awareness with the students. A meeting is to be arranged

to discuss the way forward. It was agreed that Gillotts should also be approached this year to be involved in the event.

Action: Committee Administrator to arrange a meeting with the Mayor, Deputy Mayor and Mr T Espley re litter campaign.

(iii) Competitions

Front and Back Gardens Competition – dates to be confirmed. It was noted that Mrs C Langler and Mrs M Taylor were keen to help organise the 2012 competition which would be launched in March.

Pride in Your Place – the Chairman to speak with David Tate of Davis Tate and a date to be agreed between them and Henley Standard. Launch of the event to be promoted in South Oxfordshire District Council Outlook publication (April edition), the Chairman agreed to provide wording for article. It was confirmed that Henley Standard would also run a story to promote entries into the 2012 event.

Action: Chairman to provide the wording for the article to go into the April edition of SODC Outlook, submission date February.

Post meeting note: Note to members Saturday 26 May is proposed for the Plant and Sale Swap in association with the Allotment Association.

37. DATE OF NEXT MEETING

The following date and time was proposed for the next meeting: **Thursday, 23 February 2012 at 9.30am** in the Council Chamber, Town Hall.

The meeting closed at 11.45am.

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Chairman