

Present: Councillor Mrs G Dodds (Chairman)
Councillor Mrs P G Buckett
Councillor A J Follett (substituting for Councillor Mrs J Wood)
Councillor Mrs E Hodgkin
Councillor Mrs R Myer
Councillor Dr P Skolar

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

Also present: 5 Members of the Public
Councillor D Nimmo-Smith

31. APOLOGIES FOR ABSENCE

Apologies were received from the Mayor, Councillor Mrs J Wood and Councillor Dr B G Wood.
Apologies for lateness were received from Councillor Mrs E Hodgkin.

32. DECLARATIONS OF INTEREST

Councillor Dr P Skolar declared a personal interest regarding any discussion on moorings as a boat owner.
Councillor Mrs G Dodds declared a personal interest on Minute 40 - Henley in Transition.

33. PUBLIC PARTICIPATION SESSION

None.

34. ALLOTMENTS

- i. The Committee received and considered a report regarding providing fencing at Watermans Allotments in order to tackle the increasing problem of damage by deer to produce and recent vandalism.

Mrs M Francini, Assistant Secretary of the Henley Allotment Association was in attendance in order to answer questions from the Committee.

The Report outlined that advice had been sought from deer experts on how to deter deer entering the site and the type of fencing that would be appropriate to the Watermans site – namely 1.9 m deer fencing on the northern and western sides and the heightening of the fence on the southern side and the addition of two more strands of wire.

The Committee noted that the deer fencing on the northern and western side would restrict access to the site and would prevent people from walking through the Allotments and this may reduce the incidents of causal vandalism. It was however noted that this would not prevent determined vandals.

Alternative measures were also being investigated to reduce vandalism as follows:-

- Plotholders are advised not to keep valuables on site, not to lock their sheds and have been given guidelines on what to do if they see vandals on site
- The local police have been asked and have agreed to include Greencroft and Watermans sites on their patrol plans.
- New signage advising members of the public that the allotments are for the use of allotment holders only and there is no right of way through the allotments.

The Town Clerk confirmed that there was sufficient money in the revised capital expenditure budget of £9,000 to fund the extension of the allotments into part of the northern strip, the fencing, signage, new water taps and clearing and compacting of the south western corner.

The Committee received the following quotes for the fencing work:-

- Company A - £3,211 (+ vat)
- Company B - £4,060 (+ vat)
- Company C - no quote received

After discussion the Committee **RESOLVED TO RECOMMEND**

that fencing be erected to deter deer entering the Watermans site as follows:-

- **deer fencing (1.9m) be erected on the northern and western boundaries and in the south west corner**
- **that the fencing along the southern boundary be reinforced with rabbit wire and to be heightened on every other post and two strands of wire to be erected**
- **that the lowest quote (Company A) be accepted at a cost of £3,211 + vat**

that signage be placed at Greencroft and Watermans sites, advising that the allotments are private land and there is no public right of way through them (4 signs at approx £35 per sign – total £140).

- ii. The Committee received and considered a report regarding improvements to Watermans Allotments in light of the increased number of plotholders from 52 in 2006 to 102 in 2011 (including the new allotments) which has increased pressure on the existing 6 taps and car parking.

Quotes were received to provide an additional run of 6 taps, along the Spinney side of the central roadway as follows:-

- Company A - £2,400 (+ vat)
- Company B - £6,200 (+ vat)
- Company C - £2,390 (+ vat)

The Committee also considered clearing and compacting the area in the south western corner to provide additional car parking and a composting/manure area to be organised by the Allotment Association.

After discussion the Committee **RESOLVED TO RECOMMEND**

that a new run containing 6 taps be installed at Watermans Allotments at a cost of £2390.

that the land at the south west corner be levelled and compacted to provide additional car parking and a plot holders' compost/manure area at a cost of £570 + vat

35. FIRST CHAPEL

The Committee received the second stage update on the proposal for the First Chapel to be used as a Visitor Centre entitled "George Orwell's Henley" written by Mr P Burness-Smith.

The Chairman asked the Committee whether they would like to suspend standing orders and invite Mr Burness-Smith who was in the public gallery to participate in the discussion.

It was **RESOLVED**

that standing orders be suspended to enable Mr Burness-Smith to speak to the meeting.

Mr Burness-Smith came to the table and outlined 4 brief follow up points to his report as follows:-

- i. an amendment be made to the admissions fees and that students with a valid student card will be admitted free.
- ii. an amendment to the Friends Scheme in that there be an option for Friends and Patrons at a contribution cost of £5 and £50 respectively.
- iii. The Orwell Society is to be formed as a Charitable Foundation and it is proposed the headquarters and operational base will be based at the Visitor's Centre.
- iv. In order to try and find out if there is fundamental interest in this project a quasi market research initiative has been conducted whereby 14 copies of "Eric and Us" (a book about George Orwell's early life in Shiplake and Henley on Thames) have been placed in Shiplake Village Stores and all of the copies have been sold in 10 days.

The Committee queried the proviso in the report's proposals that the Town Council carry out works in order to present the venue in a useable condition including the provision of electricity as this has not been budgeted for.

After discussion the Committee **RESOLVED TO RECOMMEND**

that broad support of this project be given by the Town Council to Mr P Burness-Smith subject to the Finance, Strategy and Management Committee considering the financial implications and the proposals included in the "Second Stage Outline and Proposal"

Mr Burness-Smith left the table.

36. HENLEY OUTDOOR SPORTS CENTRE/EXCLUSIVELY LADIES

The Chairman welcomed Mr R Durrant, Managing Director and Mr S Hercus, Commercial Director of Nexus to the meeting in order to update the Committee on

Nexus's first year of managing the Outdoor Sports Centre and to report to the Committee on progress at the former Exclusively Ladies site.

Mr Hercus referred to Nexus's initial presentation to the Council to bid for the management contract for the Outdoor Sports Centre and illustrated how they had achieved all the targets set out and were providing a stable, low risk, cost effective, professional service, whilst also being able to re-invest profits and improve the existing facilities – an example being offering team changing rooms from the autumn season.

In addition Nexus has also established effective communication links with the Outdoor Sports Centre users and had improved response rates to maintenance issues.

As Nexus also manage the Henley Leisure Centre and the former Exclusively Ladies in Henley it is able to provide an integrated approach to sport and leisure provision in Henley encompassing schools, local charities and the wider community. A particular success has been the opening of "The Hub" at the Indoor Leisure Centre which provides after school facilities for 11 – 16 year olds.

Mr Hercus also updated the Committee on the former Exclusively Ladies site. Nexus took over the lease of the site in June 2010 and reported that the existing businesses occupying the site had been retained except for one and an alternative business is lined up to occupy this area. Nexus plan to re-open the gym as a mixed facility in the new year and will be aiming at attracting membership from the sporting community (rowers, rugby players, triathletes etc) and therefore a different market to that of the Henley Leisure Centre. The upstairs space will also provide a useful wet weather alternative venue when activities for children are planned on the astro pitch during holidays.

Mr R Durrant advised the Committee that Nexus will merge with Greenwich Leisure Ltd (GLL) in January 2011. GLL manages over 70 leisure centres in the London area. The merger will mean Nexus will have the backing of a larger organisation and be able to share their expertise and will benefit from additional funding opportunities.

Councillor Mrs E Hodgkin joined the meeting at 8.20 pm.

The Chairman thanked Mr Durrant and Mr Hercus for attending the meeting.

It was **RESOLVED**

that standing orders be re-instated.

37. **MINUTES**

- i. The minutes of the meeting held on Tuesday 13 July 2010 were approved, adopted and signed by the Chairman, Councillor Mrs G Dodds.
- ii. The Committee received and considered the minutes of the Mill Meadows/River Sub Committee held on 9 September 2010

Minute 23 – The Committee considered the proposed car parking and mooring fees at Mill Meadows and noted that the fees would increase from January 2011 (at the same time as the increase in vat).

The Committee was of the opinion that the annual business permit for Mill Meadows should be raised from £250 per year to £260 per year from 1 January 2011 (pro rata quarterly from £80 to £83.20, monthly from £30 to £31.20 and weekly from £10.00 to £10.40).

Clerk's Note: Full Council to consider raising the Residents Parking Permit also - currently £250 per annum (over 65 years £75 per annum) from 1 January 2011.

After discussion it was **RESOLVED TO RECOMMEND**

that the following proposed charges for car parking and mooring be implemented from 1 January 2011.

that car parking and temporary mooring fees are not increased for Henley Festival week.

Proposed Car Parking Fees from 1.1.2011			
Monday – Friday		Saturday, Sunday and Bank Holidays *	
Up to 1 hour	£1.20	Up to 1 hour	£1.50
Up to 2 hours	£2.40	Up to 2 hours	£3.00
Up to 4 hours	£4.50	Up to 4 hours	£6.00
Over 4 hours	£6.00	Over 4 hours	£8.00
* Free of charge Christmas Day, Boxing Day and New Year's Day			
Henley Royal Regatta (29 June – 3 July 2011)			
Wednesday and Thursday		£13.00	
Friday – Sunday		£15.00	

Proposed Temporary Mooring Fees from 1.1.2011	
Overnight	£9.00
Weekly Rate	£52.50
Henley Royal Regatta Week (27 June – 3 July 2011)	
Regatta Monday – Thursday	£40.00 per night
Regatta Friday – Sunday	£50.00 per night
Weekly rate	£275.00

Permanent Moorings Fees 2011 from April 2011	
Mill Meadows (12 moorings) per metre	£29.00
River Terrace (4 moorings) fixed fee**	£2,800
White Hart	£2,800
** River Terrace has 10 moorings in total, 6 of which have been granted a 10 year free licence by the Court.	

Mill Meadows Parking Permits Fees from 1.1.2011		
Business Permit	Annual	£260.00
	Quarterly	£83.20
	Monthly	£31.20
	Weekly	£10.40

- b) The Committee considered appointing a new member to the Mill Meadows and River Sub Committee in light of Councillor Dr B G Wood's resignation from the Sub Committee and **RESOLVED**

that the appointment of a new member of the Mill Meadows and River Sub Committee be considered by Full Council.

- iii. The Committee received the minutes of the Christmas Events and Decorations Sub Committee held on 6 September 2010.

It was **RESOLVED AND RECOMMEND**

that the minutes of the Christmas Events and Decorations Sub Committee held on 6 September 2010 be received, approved and adopted.

- iv. The Committee received the minutes of the Henley in Bloom/Civic Pride Sub Committee held on 16 September 2010.

It was **RESOLVED AND RECOMMEND**

that the minutes of the Henley in Bloom/Civic Pride Sub Committee held on 16 September 2010 be received, approved and adopted.

- v. The Committee received and noted the notes of the Outdoor Sports Centre Users Group meeting held on 8 July 2010.

38. PROGRESS REPORT

The Councillors received and noted the Progress Report.

Refurbishment of Toilets at Leichlingen Pavilion – The Committee noted the update on the toilets and was pleased at the improved conditions and asked that thanks be extended to the Parks Services for all their hard work.

39. BUDGET

- i. The Committee received and noted the budget report to August 2010.
ii. The Committee received and considered the draft budget for 2011/2012.

Concern was expressed at the proposed reduction of the Flower Beds budget from £31,000 in 2010/11 to £28,500 in 2011/2012 particularly taking into account that the budget had been cut in the previous year by £2,400.

The Committee **RESOLVED TO RECOMMEND**

that the draft budget for 2011/2012 be adopted with the amendment that the Flower Beds budget for 2011/2012 be re-instated at £31,000 and that the Finance, Strategy and Management Committee consider where the corresponding saving can be made.

- iii. The Committee considered items for inclusion for the Capital Expenditure budget for 2011/2012 and after discussion **RESOLVED TO RECOMMEND**

that the following “wish list” be put forward for consideration as capital expenditure for the Recreation and Amenities Committee for 2011/2012

- £4,000 for a replacement piece of equipment for the nest swing at the Mill Meadows Adventure Playground and best endeavours should be made that this piece of equipment should be DDA compliant.
- £10,000 for a Youth Shelter to be placed at Mill Meadows (this amount was put in the 2010/11 capital expenditure budget and was not spent)
- £5,000 to be put towards Outdoor Gym Equipment (with the intention that any remaining costs be funded by money gained from grant applications)

40. HENLEY IN TRANSITION

The Committee received and noted additional information from Henley in Transition with regard to the size, timing and funding of the proposed Henley New Forest. The update also outlined that Sue Ryder Care and Henley in Transition would work together re their respective projects (the Woodland Memorial and the Henley New Forest which are adjacent to each other) in terms of design, planting and management though each organisation would remain individually responsible for its one acre. The tree planting is proposed to take place during the winter months of 2011. Once the legal aspects have been finalised work will commence on raising funds for carrying out essential works such as the fencing and provision gates.

The Committee **RESOLVED TO RECOMMEND**

that a letter be sent to the Chairman of Henley in Transition, Mr M Dodds, thanking him for the update and conveying the Committee's enthusiasm for the project.

41. TREE POLICY

The Committee received and welcomed the tree policy outlining the Council's approach to tree management on its land, which is intended to be a point of reference for the public, Councillors and officers to ensure a consistent and structured approach to the management of the Council's trees.

The Committee discussed the Tree Policy and made the following comments:-

- that a section regarding Tree Preservation Orders should be included
- that the document should be reviewed every two years to ensure it remains up to date re legislation, diseases etc
- that thanks be extended to Mr G Bartle, Parks Services Supervisor for preparing the policy

The Committee **RESOLVED TO RECOMMEND**

that the Tree Policy be adopted subject to the inclusion of Tree Preservation Orders and a biennial review of the policy.

42. **REFURBISHMENT OF TOILETS AT THE LEICHLINGEN PAVILION**

The Committee received the final invoice from the architects and a breakdown of the costs with regard to the refurbishment of the toilets at the Leichlingen Pavilion.

After discussion the Committee **RESOLVED TO RECOMMEND**

that authorisation be given for payment of the final invoice from the architect with regard to the refurbishment of the toilets at the Leichlingen Pavilion.

The meeting closed at 9.30 pm.

Chairman

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