

Present: Mayor, Councillor J Brookes  
Deputy Mayor, Will Hamilton  
Councillor S Abey  
Councillor M Akehurst  
Councillor D Eggleton  
Councillor S Evans  
Councillor S Gawrysiak  
Councillor Miss L M Hillier  
Councillor Miss K Hinton  
Councillor Sarah Miller  
Councillor D Nimmo Smith  
Councillor I Reissmann  
Councillor S Smith  
Councillor Jane Smewing

In Attendance: J Wheeler - Town Clerk  
P Price-Davies - Committee Administrator

14 members of the public  
1 member of the media

**117. APOLOGIES FOR ABSENCE**

Apologies for absence were received by the Mayor from Councillor Helen Chandler-Wilde.

**118. DECLARATIONS OF INTEREST**

Councillor D Nimmo Smith, stated that:

- Planning application P16/S0827/FUL - 76 St Andrews Road, was next door to his own property.
- His wife, Mrs J Nimmo Smith was now an employee of Savills Estate Agents, based in their Henley residential Sales office but was not in post at the time that the Council appointed Savills as their adviser.
- He was a Member of Henley Rugby Club and would take no part in any discussion or vote concerning the Club.

**119. MINUTES**

- (i) The Minutes of the Full Council meeting held on **3 May 2016** were approved and signed by the Chairman as a true record.
- (ii) The Minutes of the Annual meeting held on **9 May 2016** were approved and signed by the Chairman as a true record, save for the deletion of the words 'on behalf of the Henley Residents Group' on page 2, second paragraph.

**120. PUBLIC PARTICIPATION**

Mr K Lambert, Greys Road

Mr Lambert queried why Agenda Item No. 13, 353-357 Reading Road Site was being discussed in confidential session. He was informed by the Chairman that this would be addressed within a separate agenda item.

Mrs G Dodds, Greys Road

Mrs Dodds urged Council to bring Agenda Item No.13. 353- 357 Reading Road site into Public session as lots of people were in favour of this site being used for 100% affordable housing.

Mr K Arlett, Elizabeth Road

Mr Arlett enquired as to why the Council's noticeboards at Deanfield, Wooton and Harpsden Road had been removed not yet been replaced – this had been the case since July 2015. The Mayor agreed to report back.

Mrs P Philips, St.Mark's Road

Mrs Philips queried the terms of the Rugby Club loan. She also spoke about the grass verge that led from Reading Road to the Tesco roundabout; footpaths leading to Mill Lane; the lack of publicity for the HM Queen's 90<sup>th</sup> Birthday celebrations; the cut in funding for the sound system project for the Town Hall.

Mr D Hinke, Elizabeth Road

Mr Hinke spoke of comments in the local press from a Member, implying that the recruitment process of members on the Neighbourhood Plan Steering Group had not been transparent. He stated that the members had been recruited for their expertise and would ensure that the Neighbourhood Plan would continue to be a People's Plan and not a political vehicle.

Ms S Turner, Reading Road

Ms Turner spoke about the issue of Air Quality within the town centre, in particular the detrimental effects of extractor fans. She witnessed the effects of the air pollution in the clients that she treated. She suggested that a survey on this issue should be undertaken in conjunction with the local GP surgeries.

The Mayor assured her that the Transport Strategy Group were addressing this important issue and a Member informed Council that there were two monitors located in Duke Street that were regularly checked.

Mr D Dickie, St.Katherine's Road

The Chairman read out a request of behalf of Mr Dickie, repeating his request seeking confirmation on the legal standing of the Transport Strategy as he felt it was an important document determining the development of sites within the Neighbourhood Plan.

County Councillor D Nimmo Smith confirmed that the Transport Strategy did not have any legal standing as it had not been through the same ratification processes and referendum as the Neighbourhood Plan.

## **121. VARIATION TO ORDER OF BUSINESS**

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

**that in view of the public present the order of business on the agenda was altered so that Item No.13 353-357 Reading Road be split into two parts. Item 13a to be held in public session and item 13b in confidential session. Item 13a would be taken in the public session before Agenda items 11 and 12.**

**122. ANNUAL RETURN AND UNAUDITED FINANCIAL STATEMENT FOR THE YEAR ENDING 31 MARCH 2016**

Members had before them a copy of the Unaudited Financial Statements for the year ending 31 March 2016. The following items were proposed for adoption:

(a) The Annual Return 'Section 1 - 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 for Henley on Thames Town Council' as recommended by the Finance Strategy and Management Committee on 2 June 2016. It was **RESOLVED**

**that the Annual Return 'Section 1 – Annual Governance Statement' acknowledging Full Council's responsibility for ensuring that there is a robust system of internal control, including the preparation of the accounting statements' as recommended by the Finance Strategy and Management Committee on 24 May 2016 be approved.**

The Unaudited Financial Statements as recommended by the Finance Strategy and Management Committee on 24 May 2016, incorporating the words "Town Green" in place of "Greenfield" site at Gillotts Corner under the list of Community Assets on page 14, be approved. It was **RESOLVED**

**that the Unaudited Financial Statements as recommended by the Finance Strategy and Management Committee on 24 May 2016, incorporating the words "Town Green" in place of "Greenfield" site at Gillotts Corner under the list of Community Assets on page 14, be approved.**

(b) The Annual Return 'Section 2 – Accounting Statements 2015/16 for Henley-on-Thames Town Council' as recommended by the Finance, Strategy and Management Committee meeting held on 24 May 2016 be approved. It was **RESOLVED**

**that the Annual Return 'Section 2 – Accounting Statements 2015/16 for Henley-on-Thames Town Council' as recommended by the Finance, Strategy and Management Committee meeting held on 24 May 2016 be approved.**

**123. DISTRICT COUNCIL REPORTS**

Members had before them reports from District Councillors S Gawrysiak and J Bland. It was **RESOLVED**

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

*Matters arising from the reports*

Councillor S Gawrysiak reinforced the seriousness of the air quality issues within Henley town centre and the pollution caused by HGVs and buses.

**COUNTY COUNCILLOR REPORT**

Members had before them a report from County Councillor Nimmo Smith. It was **RESOLVED**

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

Matters arising from the report:

He informed Council that he had received a briefing regarding the reduction of Air Pollution throughout the County and he listed the key actions that were being undertaken. He confirmed that the Deputy Director of the Economy and Environment Directorate was attending the next meeting of the Transport Strategy Group in Henley to discuss the issue of HGVs.

He confirmed that from the 1 July 2016, only Reading residents would be able to use the Household Waste recycling centre on the Basingstoke Road in Reading.

He also mentioned the Reading 3<sup>rd</sup> Bridge and stated that OCC would need to see clear evidence of an economic case to support this project. A Report was due in the Autumn.

**124. FEEDBACK FROM REPRESENTATIVES ON OUTSIDE BODIES**

It was agreed that Councillor K Hinton would replace Councillor D Eggleton as the Council's representative on the Henley Wildlife Group.

Members had before them reports from Councillor Sara Abey on the Henley Fairtrade Town Group and Nomad Youth and Community Project. She urged Members to attend various upcoming fundraising events. It was **RESOLVED**

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

A Member updated Council on the positive twinning relationship Henley had with Bled, Slovenia and spoke of upcoming exchange visits to both towns.

**125. MAYOR'S CIVIC ENGAGEMENTS**

Members had before them the list of Mayoral Civic engagements from the outgoing Mayor for the period **26 April – 8 May 2015** and from the Mayor **9 May – 7 June 2015**. It was **RESOLVED**

**that the lists of Mayoral civic engagements be received and noted.**

Matters arising from the Mayoral Civic Engagements

The Mayor announced the charities that he would raise money for during his civic year in office would be:

- Nomad Youth and Community Project
- Henley YMCA
- Riverside Counselling Service

He thanked all Members and Officers involved in the Council's recent celebrations of the Queen's 90<sup>th</sup> birthday and invited everyone to join him in the Mayor's Parlour for refreshments following the meeting.

The outgoing Mayor, Councillor L Hillier said that once she had finalised her accounts with the Accountant she would be in a position to confirm how much she had raised for her chosen charities during her Mayoral year.

**126. REPORTS OF COMMITTEES**

- (i) The Minutes of the meetings of the Planning Committee held on the 26 April, 10 and 31 May 2016 were before the Council. It was **RESOLVED**

**that the Minutes of the meetings of the Planning Committee held on 26 April, 10 and 31 May 2016 and the recommendations therein be received, approved and adopted.**

Arising from the Minutes:

31 May 2016, Minute No. 16– Appointment of Sub-Committees, the membership thereof and their terms of reference.

The recruitment process and political balance of the Neighbourhood Plan Steering Group was discussed and it was suggested that members from the Working Groups that had worked on the formation of the Neighbourhood Plan should be given the opportunity to serve on the Neighbourhood Plan Steering Group. Several motions and amendments were put forward and defeated. Councillor Smith felt that the Neighbourhood Plan Steering Group would be more effective if the Group was kept to a manageable number. All meetings would be public where interested residents could take part if they wish.

It was **RESOLVED**

**that the Neighbourhood Plan Steering Group Membership remains at a membership of 10 and that Mr Kester George, a Harpsden Parish Councillor be recruited to replace Councillor H Chandler-Wilde.**

- (ii) The Minutes of the meeting of the Town and Community Committee, held on 10 May 2016 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Town and Community Committee held on 10 May 2016 and the recommendations therein be received, approved and adopted.**

Arising from the Minutes:

Minute No. 146 – Appointment of Sub-Committees, the membership thereof and their terms of reference.

Members requested that the title of Townlands Steering Group be corrected to read Townlands Strategy Group. It was agreed that Councillor L Hillier would represent Henley Town Council on the Townlands Steering Group and that SODC would be approached to nominate a representative on this Committee.

It was agreed that Councillor W Hamilton would be removed from the Christmas Events and Decorations Sub Committee.

Minute No. 147 – Appointment of Ad Hoc Working Groups, the membership thereof and their terms of reference.

It was agreed that the title 'Town Manager Recruitment /Town Team Working Group' be changed to 'Town Team Working Group'. It was confirmed that the next meeting was scheduled for 20 June 2016.

Minute No. 148– Children's Centres

County Councillor D Nimmo Smith confirmed that he was currently setting up a meeting with Nomad in his capacity as County Councillor and that their funding from OCC was due to cease in March 2017. Cllr D. Thomas and the Mayor would work to set up a meeting as a matter of urgency.

Minute No. 149– Progress

The Town Clerk confirmed that she was currently examining all the quotes and reports pertaining to the Sound and Vision project, once this had been fully undertaken she would ensure that it would proceed.

It was confirmed that the issue of ownership of the green triangle at Northfield End had been removed as a progress item.

- (iii) The Minutes of the meeting of the Recreation and Amenities Committee held on **17 May 2016** were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Recreation and Amenities Committee held on 17 May 2016 and the recommendations therein be received, approved and adopted.**

Arising from the Minutes:

Minute No. 12 – Horticultural Contract

Members questioned why there had been a delay in awarding the Contract when one Company was £10,000 cheaper than the other. A proposal was put forward to award the Contract directly to Company A but this was defeated. It was **RESOLVED**

**that further investigation be made into the two tendered companies and the Horticultural Contract be referred back to the next meeting of the Recreation and Amenities Committee due to be held on 28 June 2016.**

- (iv) The Minutes of the meeting of the Finance Strategy and Management Committee held on 24 May 2016 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Finance Strategy and Management Committee held on 24 May 2016 and the recommendations therein be received, approved and adopted with the exception of Agenda Item No. 15 – Local buses and Item No. 17 (iii) (a) 353 -357 Reading Road.**

Arising from the Minutes:

Cllr D Nimmo Smith will replace Cllr M Akehurst on the Legal & HR Committee.

Minute No. 10 – Henley Rugby Club Loan

Several Members criticised the handling of the Rugby Club Loan and aired concern over the lack of terms and conditions in place when the grant had been awarded. It was agreed that the Council's guidelines for awarding grants and loans would need a review. Some Members were concerned that the grant had been awarded with no security – but Officers had advised against trying to get a security on a grant that has already been awarded. Other Members wanted to put a charge on the full £230k as part of the terms of the £100k loan agreement. It was **AGREED** to seek security on the £100k loan and the outstanding £30k loan.

*It was clarified after the meeting that the building is the security on the original loan of £30k and this has been in place since the loan was awarded.*

Minute No. 11 – Progress Report – Summer Fireworks

The Chairman of the Finance Strategy and Management Committee informed Council that £6k had been raised in public donations to date and that a site for the display had been secured. It was **RESOLVED**

**that Henley Town Council would ensure that up to £3k would be made available towards the firework fund to ensure that the display went ahead this summer.**

A Member thanked Mr B Pinches for all his commitment and work in ensuring that the Summer fireworks had taken place over recent years since Henley Royal Regatta had ceased to fund this traditional annual display.

*P. Price-Davies left the meeting at 22.02pm*

**127. TO REVIEW AND CONSIDER THE TERMS OF REFERENCE AND MEMBERSHIP OF THE BUS WORKING GROUP**

The informal Working Group had met twice to discuss the bus routes at risk. It would cost around £13k to keep the Henley bus running until the end of the Financial year and £19k to keep running until the end of July 2017. It was reiterated that HTC was purely interested in keeping the Henley Bus running and that the funding this year would not mean that the route would be renewed next year. Work would be done throughout the year to see if the Henley Bus would be a viable business with improved passenger attendance. It was **RESOLVED**

**That the contingency cost centre is replenished by £20k from our reserves in order to keep funds available for emergency use. The Terms of Reference and membership of the Working Group would be discussed at the meeting of the Town and Community Committee.**

**The Town Clerk would make enquiries to ensure that it is legal for the Town Council to pay monies to the bus company under the power of competence.**

**128. THE LEASE OF LAND AT DRY LEAS, MARLOW ROAD**

It was resolved to sign and seal this lease.

**129. 353-357 READING ROAD**

It was agreed to refer this item to a Special Council meeting where Savills, the prospective developer and representatives from SODC could make their information available. Members of the public would be invited to attend.

*The meeting closed at 10.15pm*

*JW*

*Mayor*