

Present: Mayor, Councillor Miss K Hinton  
Deputy Mayor, Councillor Miss L M Hillier  
Councillor Sara Abey  
Councillor K Arlett  
Councillor Julian Brookes  
Councillor Ms H Chandler-Wilde  
Councillor D Eggleton  
Councillor S Evans  
Councillor S Gawrysiak  
Councillor Will Hamilton  
Councillor G Lambert  
Councillor I Reissmann  
Councillor Jane Smewing

In attendance: District Councillor Mrs J Bland  
Mrs J Wheeler – Town Clerk  
Mrs N Taylor – Minute Taker  
Mrs Judy Whittaker – Henley Symphony Orchestra  
Mr Steve Bennett – Chairman Bled Twinning Association  
Mrs Elizabeth Hodgkin – Bled Representative  
10 Members of the Public  
1 Member of the Press

**20. APOLOGIES**

Apologies for absence were received from Councillors Sarah Miller, David Nimmo Smith and Simon Smith.

**21. DECLARATIONS OF INTEREST**

Councillor G Lambert declared a personal interest in agenda item 12 – Consultation – Kings James Way proposed parking restrictions.

**22. MINUTES**

The Minutes of the Full Council meeting held on the 13 June 2017 were approved and signed by the Chairman as a true record, save for the following;

Page 5 Henley in Bloom - Sarah Abey should read Sara Abey.

Page 6 Neighbourhood Plan – Councillor Simon Smith is the confirmed Conservative Councillor.

Page 6 Bus Working Group – Councillor Simon Smith to be added to this group and Councillor Will Hamilton removed. Councillor Julian Brookes and Councillor Will Hamilton's names both appear twice, both Hamilton's and one Brookes to be removed.

**23. PUBLIC PARTICIPATION**

**Mrs Gill Dodds – Greys Road**

Mrs Dodds requested that the names of the Councillors should be recorded in the Minutes.

Mrs Dodds queried the building works by the top shops (Wootton Manor) and Sherwood Gardens as she felt they were too close to the pavement. Mrs Dodds was advised that the buildings should be set back 2.5m from the pavement.

#### Mr Ian Clarke – Cromwell Road

Mr Clarke felt that parking fines for people with appointments at Townlands Hospital was unfair. He felt that the machine was too small for many older residents to use. Councillor Reissmann advised Mr Clarke that this was a known issue and was being investigated; he suggested that anyone having issues with parking should contact him or the surgery or NHS Property Services.

Councillor Ms H Chandler-Wilde entered the meeting at 7.39pm.

#### Mrs Pam Phillips – St Marks Road

Mrs Phillips queried why HTC had voted in favour of the Bremont proposal when it was contrary to the Neighbourhood Plan. She asked if the Wyevale site could be considered as an alternative as it is an area of designated business use in the Neighbourhood Plan.

Mrs Phillips raised concerns on the older children's playground including a gate that is permanently open; planks missing from the fence; a blank structure with no swing or any other piece of play equipment hanging from it. Under the swing in the Toddler playground a bit of the base has been missing for at least six months. Mrs Phillips was advised that the playgrounds are checked annually by ROSPA and the Park Services team make regular checks.

Mrs Phillips also commented on a path from the Doctors Surgery to the Hospital that suddenly ends. Mrs Phillips advised that there is an uncared for flowerbed in this area, which in her opinion should be used to continue the pathway to prevent the need for walking in the road.

#### Councillor Will Hamilton spoke on behalf of Ms Rachel Dobson – Reading Road.

Mrs Dobson felt that the Reading Road Depot was the wrong place for the waste to be stored and requested that a more suitable location be found.

### **24. VARIATION TO THE ORDER OF BUSINESS**

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

**that the order of business on the agenda be altered so that agenda item 16 – Waste be moved up and be considered after agenda item 6 – Red Lion Lawn Licence. On the Confidential agenda item 18 – Red Lion Lawn Licence be moved up and considered at the same time as agenda item 6 – Red Lion Lawn Licence.**

### **25. PRESENTATION**

The Chairman welcomed Mrs Judy Whittaker, Henley Symphony Orchestra to the meeting and invited her to the table. Mrs Whittaker presented a certificate to the Town Council that had been presented to them following a recent visit to Bled to take part in the International Music Festival. Following the presentation a photograph was taken by the Henley Standard with Mrs Judy Whittaker – Henley Symphony Orchestra, Mr Steve Bennett – Chairman Bled Twinning Association, Mrs Elizabeth Hodgkin – Bled Representative and members of the Town Council.

### **26. RED LION LAWN LICENCE**

The Chairman welcomed Mr Sam Gill from the Red Lion Hotel to the meeting and invited him to the table.

Mr Gill thanked the Council for granting the Red Lion Hotel the licence to use the Red Lion Lawn to serve refreshments for the last four years. Mr Gill reassured Members that he was not selling the hotel and would very much like to renew his licence.

Mr Gill gave a short presentation on the history of the lawn and his future plans.

Concerns regarding the cleanliness of the area were raised and Mr Gill assured Members that his team are now cleaning the area every morning and checking again at the end of the day.

To prevent anti-social behaviour his team lock the gate every evening, but unfortunately people are still making use of this area by climbing over the locked gate.

Mr Gill would like the Council to consider the use of CCTV and also electricity. Mr Gill would like to see lighting at the lawn and patio heaters to make the space usable all year round. He pledged to work with the Council on these ideas.

**It was RESOLVED**

**that a licence be issued to the Red Lion Hotel for a further year, and**

**that delegated powers be given to the Town Clerk to sign the agreement and work out sensible KPI's, and**

**that a review meeting with the Town Clerk and Mr Gill be arranged for three months' time.**

**27. WASTE**

Members received a report from Councillor Gawrysiak regarding the collection of waste in the town. It was noted that the evening waste collection by Grundon was stopped some months ago without any warning.

As a short term measure over the Regatta, this Council started a temporary collection of waste from 6pm each evening, seven days a week to keep Henley clean and tidy for the night time economy and for residents and visitors alike. This service started on 23 June 2017. The waste was stored outside the Parks Depot ready for collection.

It should be noted that Grundon have now agreed to re-start the evening collections from Monday 7<sup>th</sup> August or shortly thereafter at no cost to the Council.

From 23 June – 2 July (nine days) the charge for the temporary evening collections was £45 per hour, for 26 hours (average 2.9 hours per evening) totalling £1,170 plus the cost of Grundons waste disposal and skip hire £463.40. These costs were incurred under the Town Clerk's delegated powers and will come from the contingency budget.

Further costs for the period 2 July – 23 July (21 days) have already been incurred, totalling £2,205, an average of 2.3 hours per evening. Assuming the same hours per evening the charge for 24 July – 7 August (15 days) will be c £1,575. This will mean total additional costs of £3,780 which need to be retrospectively approved by the Council.

It was noted that for the first couple of weeks everything ran smoothly and the waste was collected on a daily basis. Once the Regatta and Festival period was over, the collections from the Parks Depot were delayed and complaints received regarding the amount of waste waiting to be collected. There followed a heated discussion on the suitability of the collection site.

Councillor Gawrysiak issued thanks to Grundon, along with the Officers and Councillors involved for their hard work on this project. **It was RESOLVED**

**that Members retrospectively approve the temporary costs incurred;**

**that Members authorise the evening collections until 7 August (or shortly thereafter when the Grundon contract starts);**

**that Members authorise the continued evening collections for Saturday and Sunday at a cost of £90 per day for three months at a cost of £3,150;**

**that a formalised Working Group be set up with the following Members:**

**Councillor K Arlett  
Councillor Julian Brookes  
Councillor D Eggleton  
Councillor S Gawrysiak  
Councillor Will Hamilton  
Councillor Miss L M Hillier  
Councillor Miss K Hinton  
Ms Helen Barnett – Town Manager  
Mrs Janet Wheeler – Town Clerk**

Councillor Gawrysiak felt that residents, business owners and visitors alike should be encouraged to take pride in the town, and that in his opinion the deep street cleaning (including chewing gum removal) that used to take place three times a year should be re-instated. **It was RESOLVED**

**that an item be placed on the next Town & Community to consider re-instating the deep cleansing of the town and to discuss Civic Pride.**

## **28. DISTRICT COUNCILLORS' REPORTS**

Members had before them reports from all three District Councillors.

District Councillor Bland answered questions on the electrical points in the Kings Road car park; maintenance work at Henley Swimming Pool and recent planning applications regarding shop fronts.

Councillor Gawrysiak advised that the Air quality survey would be reviewed by South Oxfordshire District Council at its Full Council meeting in September.

## **COUNTY COUNCILLOR REPORT**

Members had before them a report from County Councillor S Gawrysiak.

Councillor Gawrysiak advised on some current road repairs by the Flowing Springs Public house. He also answered questions on the buses idling in Henley town centre the cleaning of road signs; the refreshing of white road markings and a programme of minor repairs. A request was made for the six blocks under the bridge to be urgently repaired, plus the damage caused over the regatta period by the lorry.

## **29. FEEDBACK FROM REPRESENTATIVES OF OUTSIDE BODIES**

The formal opening of the new Family Centre took place 15 July 2017. The opening was performed by the Mayor, Councillor Miss K Hinton and Zoe Patrick, Oxfordshire County Council. A well-qualified Centre Manager has been engaged and a programme will be finalised to allow the Centre to be open during the school holidays.

## **30. MAYOR'S CIVIC ENGAGEMENTS**

Members received the Civic Engagement list from **8 June – 19 July 2017**.

The Mayor advised that the Deputy Mayor attended an event on 15 July at Badgemore on her behalf and the bowls match on 25 June finished at 7.30pm and not 2pm as stated in the report.

The Civic Service was excellent, and gave her thanks to all Councillors who had attended. She also gave her thanks to Fr Martyn for what was his last Civic Service before he retires. This was the first outside Civic Service and the Mayor hoped this would start a new tradition.

The Mayor's Party in the Park was a fantastic day, and raised several hundred pounds toward the mayoral charities for the year. Thanks were given to all who attended.

Congratulations were given to Councillor Hamilton for competing in the club to pub swim. It was suggested that next year the Council could put up a team to compete against Brakspear. **It was RESOLVED**

**that the list of Mayoral Civic Engagements for the period 8 June – 19 July 2017 be received and noted.**

## **31. REPORTS OF COMMITTEES**

The Minutes of the meetings of the Planning Committee held on 20 June and 11 July 2017 were before the Council. **It was RESOLVED**

**that the Minutes of the Planning Committee held on 20 June and 11 July 2017 and the recommendations therein be received, approved and adopted.**

The Minutes of the Town and Community Committee held on 20 June 2017 were before the Council.

Minute 33

- It was noted that Councillor Hamilton had met with the Landlord of the Angel on the Bridge and unfortunately there is no room for a bin store. Councillor Hamilton suggested that a bit of the Singers Park wall could be taken away to make room to create an amenity store. Item to be further discussed at the next Town & Community Meeting.

**It was RESOLVED**

**that the Minutes of the Town and Community Committee held on 20 June 2017 be received, approved and adopted.**

The Minutes of the Finance, Strategy and Management Committee held on 4 July 2017 were before the Council.

**It was RESOLVED**

**that the Minutes of the Finance, Strategy and Management Committee held on 04 July 2017 be received, approved and adopted – with Minute 35 iv being moved to confidential**

The Minutes of the Recreation and Amenities Committee held on 18 July 2017 were before the Council.

The following observations were made:

- Councillor Sara Abey to be added to the list of Councillors present as she was at the meeting but her name was not recorded.

**It was RESOLVED**

**that the Minutes of the Recreation and Amenities Committee held on 18 July 2017 be received, approved and adopted.**

**32. SUMMER FIREWORKS**

Councillor Hamilton thanked Henley Town Council for their continued support of the fireworks and advised the Members that the location of the fireworks at Crocketts Field was very successful providing better viewing for more people.

The cost of the firework display was £12,000 this was raised by the following donations

- Henley Town Council           £3,000
- Henley Royal Regatta       £1,500
- Leander Club                 £ 500
- Private contribution         £7,000

Councillor Hamilton also thanked Richard Read, James Mackey, Lady McAlpine and Sir Steve Redgrave. The fireworks will be set off from the Crocketts field next year. Thanks were given by Members to all for helping to fundraise for this year's display.

**33. CONSULTATION – KING JAMES WAY PROPOSED PARKING RESTRICTIONS**

Members considered a consultation to introduce double yellow lines as a result of the construction of a new access onto King James Way on the east side of the road, north of its junction with Greys Road. **It was RESOLVED**

**that this item should be delegated to Councillor Arlett, Councillor Hamilton and the Town Clerk to discuss with any objections or other representations on the proposal being submitted by Friday 11 August 2017.**

**34. MILL MEADOWS SIGNAGE**

Members considered the final designs for the new signage at Mill Meadows as agreed at the Recreation and Amenities meeting on 18 July 2017. **It was RESOLVED**

**that *Minute 28 Recreation and Amenities 18 July 2017 - Company A (the preferred supplier)* be chosen as the supplier of the signs (subject to amendments to the design / sizes of the signs and therefore final cost);**

**that the Town Clerk and the Chairman of Recreation and Amenities be given delegated powers to progress the project;**

**that Councillor Jane Smewing proof read all the signage;**

**that an item be placed on the next Town and Community Agenda to look at the signs around the town.**

Thanks were given to all Councillors for their hard work on the signage project.

**35. TOWN COUNCIL STATIONERY**

Members had before them a report from the Town Clerk and fresh designs for the Town Council Stationery and were asked to choose a preferred option.

It was noted that one of the Councillors had recently been advised that company logos should go at the bottom of the page so that the address of the person / company who is being written to is at the top. **It was RESOLVED**

**that the Town Clerk's report be accepted.**

**36. ELECTRICAL INFRASTRUCTURE**

Members received a report regarding the refurbishment of the electrical infrastructure for the small Christmas trees and quotations for the above works. The Town Clerk advised that she was clarifying with company three if power breakers and timers were included in their quotation. **It was RESOLVED**

**that company three be appointed subject to the inclusion of timers and power breakers in the cost.**

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

It was moved by the Chairman 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 publicity would be prejudicial to the public interest by reason of the confidential nature of the business transacted.**

**38. ITEM CONCERNING A HENLEY SCHOOL**

**39. ITEM CONCERNING HTC PROPERTY**

**40. ITEM CONCERNING HTC PROPERTY**

The meeting closed at 10.00pm.