

**Present:** Councillor Mrs P Phillips (Chair)  
Councillor Miss K Hinton (Vice Chair)  
Councillor Mrs J Bland  
Councillor W Hamilton  
Councillor Mrs E Hodgkin (substitute for Councillor Ms L Meachin)  
Councillor D Nimmo-Smith  
The Mayor Councillor S Gawrysiak (ex officio)  
Deputy Mayor Councillor M Akehurst (ex officio)

**In Attendance:** Mr M Kennedy – Town Clerk  
Mrs N Taylor – Committee Administrator / Minute Taker

**Also Present:** 1 Member of the Press  
1 Member of the Public

**105. APOLOGIES**

Apologies received from Councillors D Hinke and Ms L Meachin.

**106. DECLARATIONS OF INTEREST**

None received.

**107. PUBLIC PARTICIPATION SESSION**

Mr K Arlett – 11 Elizabeth Road

Mr Arlett welcomed the fact that this Committee was considering changes to the criteria of the Town Medal so that they could be awarded posthumously, but commented that the guidelines were only guidelines for Councillors to follow when considering an applicant. He also suggested that the 3<sup>rd</sup> bullet point be removed as most medals are awarded retrospectively.

Mr Arlett also stated that in his opinion although Mr Tony Lane had served on the Council for 38 years and had been Mayor 4 times, he had already been awarded an MBE and had taken a lot of enjoyment from his time on the Council so a bench down at Mill Meadows would be an appropriate memorial from this Council.

**108. VARIATION TO THE ORDER OF BUSINESS**

The Chairman proposed and it was agreed that the order of business be varied to move Agenda Items 10, 11 and 13 into confidential session.

**109. MINUTES**

The Minutes of the meeting of the Town and Community Committee held on 4 March 2014 were received, approved and signed by the Chairman as a true record.

**110. PROGRESS**

Members received a report on progress, and after the following observations noted the information contained therein.

Fairtrade Two volunteers have expressed an interest in joining the Working Party and it is hoped that a meeting will take place shortly.

CPE OCC are in support of CPE, the scheme is now with SODC who are considering the financial aspect. Councillor D Nimmo-Smith will hopefully be able to provide an update to the next meeting of Full Council.

Sound System Awaiting reports from the companies consulted.

Basket Pole The chosen location in Duke Street for the pole to be positioned has been refused by OCC due to its conflicting position with the existing traffic sign. Mr M Francis to be invited to visit the site and recommend a new suitable position.

Street cleaning It was noted that there is sufficient funding in the budget for 3 cleans a year – Spring / Regatta time / Autumn. The judging of Henley in Bloom falls after the Regatta this year so it was felt that between these two events would be a good time to request a clean.

**111. BUDGET**

Members received the Management Accounts to 28 February 2014, copy having been issued. It was **RESOLVED**

**that the report be noted.**

**112. OLD FIRE STATION GALLERY / KINGS ARMS BARN WORKING GROUP**

Members received and considered the notes of the meeting held on Wednesday 19 March 2014.

Councillor Miss K Hinton advised that she had not received an invitation to attend this meeting. The Chairman apologised and said this had been an oversight.

It was noted that the new hanging system at the Gallery was proving to be very popular.

When questioned when the Working Group would be wound up, the Chairman advised that meetings would continue until there was no more work for the group to complete. It was **RESOLVED**

**that the notes of the Old Fire Station Gallery / Kings Arms Barn Working Group meeting be received and noted.**

**that the Committee Administrator checks that Councillor Hinton's details are included on the membership list.**

**113. REGATTA PRE-MEETING**

Members received and considered the notes of the Regatta pre meeting held on Wednesday 26 March 2014 and after the following observations it was **RESOLVED**

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

It was noted that the Leander Club lease part of the car park – it is not their land and the police also use part of the site.

Some taxis were charging exorbitant rates for travel during last year's regatta which must be controlled this year.

It was noted that all taxis should have a meter that must be on display – it is down to the customer to question the fare and make sure a meter is present and in use before travelling.

**114. TOWN MEDAL**

Members considered amending the criteria followed prior to the awarding of a Town Medal.

The following issues were raised:

- No criteria for posthumous awards
- Decisions made by committee frequently overturned by Council
- Should awards go to a salaried or a non-salaried volunteer
- Councillors to be lobbied by the public for nominations

it was **RESOLVED TO RECOMMEND**

**that the current Town Medal Committee meets before May to discuss any changes that they feel should be made and report back to Full Council recommendations for change.**

**115. BT TELEPHONE BOX AND DEFIBRILLATOR**

Members considered whether this Committee would like to relocate the decommissioned red telephone box from St Andrews Road to the centre of town and use it to house a defibrillator.

It was noted that Councillor D Nimmo-Smith had offered to fund a defibrillator from his Communities Fund.

Members felt that it was very important to have a defibrillator available for use by all in the centre of town but questioned if the telephone box was the correct place to house it, and felt that more investigation was required.

It was **RESOLVED TO RECOMMEND**

**that the telephone box should not be relocated to the town centre and used to house a defibrillator, but should be kept for use by Henley in Bloom as originally intended, and**

**that Councillor D Nimmo-Smith contact Millie's Dream and the First Responders to see if they have any suggestions as to where they would like to see a defibrillator placed.**

**116. COMMUNITY POLICING AWARDS 2014**

Members received a request from Thames Valley Police for nominations for the awards in the following criteria: Community Police Officer, Special Constable, Police Community Support Officer (PCSO) and Police Volunteer and noted the information. It was **RESOLVED**

**that Councillors be encouraged to put forward their own nominations.**

**117. VOLUNTEER FAIR**

Members noted the dates for the 2014 Volunteer Fairs – 10 May and 11 October 2014.

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

It was moved by the Chairman and **RESOLVED**

**that the public and press be excluded from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential.**

**119. CONFIDENTIAL**

**i) TRIBUTE TO JEAN BARRETT - DECEASED**

Members considered a request for a tribute to be erected in the town.

It was noted that Mrs Barrett had originally been nominated for a Town Medal but turned down as posthumous Town Medals are not awarded, but as this matter was now under discussion it was **RESOLVED TO RECOMMEND**

**that this item be deferred until after the Town Medal meeting, and**

**that a letter should be sent to the family advising that they are welcome to apply for permission to place a plaque on one of the town's benches.**

**ii) TRIBUTE TO TONY LANE – DECEASED**

Members considered a request from Dr Barry Wood (Full Council 1.4.14) that this Council considers a tribute for the 38 years of service to Henley by former Mayor Tony Lane.

It was felt that although Mr Lane had given a significant part of his life for the benefit of the town, this Committee could not decide if a tribute other than offering the family the possibility of purchasing a plaque to place on a bench

in the town should be agreed, and the item should be deferred to Full Council.  
It was **RESOLVED**

**that the item be passed to Full Council for consideration.**

### **iii)REPAINTING OF STREET FURNITURE**

Members received a report regarding the repainting of the street furniture. It was noted that there was only £8,000 in the budget for the repainting as the bid for a further £8,000 from the SODC Infrastructure Fund had failed because the scheme was a revenue not a capital project.

One outside quotation had been received in the region of £20,000 which was not acceptable due to the loss of matched funding.

Two in house quotations were received, the first for £8,375 from two members of staff carrying out the work outside of office hours, and the second for £7,370 with all members of the Park Service team being given the opportunity to carry out the work, outside of office hours.

Members supported the lower of the two options but that all staff who had shown an interest be given the opportunity to participate at £14 per hour, out of office hours, as this would enable the works to be carried out quicker and be finished before the summer. All works to be overseen by the Park Service Manager and managed by the Town Clerk.

It was **RESOLVED**

**that the quotation in the amount of £7,370 be accepted and that all staff who have shown an interest in the works to be carried out, be employed outside of office hours at a rate of £14 per hour with the Park Service Manger overseeing and the Town Clerk managing the project.**

The meeting closed at 9.20pm

nt

Chairman