

# HENLEY-ON-THAMES TOWN COUNCIL

MIKE KENNEDY  
*Town Clerk*



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## COUNCILLORS ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE FULL COUNCIL

to be held on

**TUESDAY 27th NOVEMBER 2012 AT 7.30 PM**

**THE COUNCIL CHAMBER, TOWN HALL  
HENLEY-ON-THAMES**

A handwritten signature in black ink that reads 'Mike Kennedy'.

Mr M Kennedy  
Town Clerk  
21 November 2012

Mayor, Councillor Mrs E Hodgkin  
Deputy Mayor, Councillor Mr S J Gawrysiak  
Councillor Mr M Akehurst  
Councillor Mrs J Bland  
Councillor Mr D Clenshaw  
Councillor Miss S Evans  
Councillor Miss K L Gehrman  
Councillor Mr W Hamilton  
Councillor Miss L M Hillier  
Councillor Mr D Hinke  
Councillor Ms L A Meachin  
Councillor Mr D Nimmo Smith  
Councillor Mr I Reissmann  
Councillor Mr D Silvester  
Councillor Mrs J Wood  
Councillor Mrs P A Phillips

District Councillor Mr W Hall  
County Councillor Dr P Skolar

Members are reminded to sign the attendance book.

## AGENDA

1. **APOLOGIES FOR ABSENCE**  
TO RECEIVE apologies for absence.
2. **DECLARATIONS OF INTEREST**  
TO RECEIVE any declarations of interest.  
*Members are hereby reminded that, under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011, a member with a disclosable pecuniary interest of which they are aware in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A member with a disclosable pecuniary interest in any matter must withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he/she has obtained a dispensation from the council; and not seek improperly to influence a decision about that matter. You do, however, have the same right as a member of the public to make representations, give evidence and answer questions about the matter during Public Participation and may remain in the room to enable you to exercise that right and then leave immediately. You must not seek to improperly influence a decision on the matter.*
3. **MINUTES**  
TO APPROVE the following Minutes of the Full Council meeting held on 16 October 2012 (attached).
4. **PUBLIC PARTICIPATION**  
Public Participation - a period of up to but no longer than 20 minutes to receive questions and opinions from members of the public on any matter which affects the town.  
**NB: attention is drawn to the Council's Code of Practice relevant to Public Participation**  
(a copy is attached to the agenda).
5. **DISTRICT COUNCILLOR REPORTS (max 10 min total)**  
**COUNTY COUNCILLORS REPORTS (max 10 min total)**  
TO RECEIVE reports from District and County Councillors (attached) and subsequent verbal development updates following the submission of these reports.
6. **FEEDBACK FROM REPRESENTATIVES OF OUTSIDE BODIES (max 5 min total)**  
TO RECEIVE the following report:  
(i) A report from The Annual Chilterns Forum.
7. **MAYOR'S REPORT**  
TO RECEIVE a report from the Mayor from 10 October – 20 November 2012 (attached) and any other announcements the Mayor may wish to make.
8. **REPORTS OF COMMITTEES**  
TO RECEIVE the Reports of the Committees:  
i) **Planning Committee** – 23 October (previously circulated), 13 November (attached).  
ii) **Town & Community Committee** – 30 October 2012 (previously circulated).  
iii) **Finance, Strategy & Management Committee** – 6 November 2012 (attached).  
iv) **Recreation and Amenities Committee** – 13 November 2012 (attached).  
v) **Townlands Steering Group** – To receive a verbal update from Councillor Mr I Reissmann.
9. **THE SANTA FUN RUN 2012**  
TO CONSIDER a request to suspend the Parking Places Order at Mill Meadows Car Park for the duration of the Santa Fun Run on Sunday 2 December 2012.
10. **LEASE**  
TO SIGN AND SEAL the lease between Henley Town Council and Henley Town Football Club.
11. **HENLEY NEIGHBOURHOOD PLAN**  
TO RECEIVE a verbal update on extending The Henley Neighbourhood Plan boundary to incorporate the proposed housing sites at Highlands Farm, Gillotts School and Treetops (all within the parish of Harpsden) from Councillor Mr D Hinke.
12. **BLED - SLOVENIA**  
TO RECEIVE AND CONSIDER a report on proposed twinning with Bled, Slovenia (attached).
13. **OLD FIRE STATION GALLERY – BOOKINGS FOR JANUARY AND FEBRUARY**  
TO APPROVE the reduction of charges for the Old Fire Station Gallery for the months of January and February 2013 (attached).

## **Henley-on-Thames Town Council**

### **Public Participation Scheme**

The Council will set aside a period at the commencement of each meeting when members of the public can ask questions or make statements. The following rules shall apply:

1. This scheme applies to meetings of the Council, the Planning Committee, Finance, Strategy and Management Committee, Recreation and Amenities Committee and Town and Community Committee and any other committee or sub-committee of the Council.
2. There will be a Public Participation Session at the start of every meeting to which this scheme applies. At Full Council, members of the public, including Councillors who may have a personal and prejudicial interest on any item included on the agenda, may ask questions or make a statement on any matter which affects the town. The session will last for a period of up to 20 minutes.
3. At Committee or sub-committee meetings members of the public may ask questions or make a statement on any item included on the agenda. The session, which is also open to Councillors who may have a personal and prejudicial interest on any item included on the agenda, will last for a period of up to 10 minutes (but capable of being extended at the Chairman's discretion).
4. Questions from the town's residents will take priority, followed by property owners, businesses and then non-residents.
5. All speeches shall last for no more than 2 to 3 minutes.
6. If there are no statements or questions, or if all statements have been made or questions asked before the period of time allotted, the meeting will start to consider the remainder of its business. No further public questions or statements will be entertained at that meeting.
7. If an answer to a question cannot be given at the meeting the Chairman may, at his/her discretion, arrange for a written answer to be given.
8. The Chairman of the meeting will have complete discretion as to the order in which questions are taken and statements made. Supplementary questions may be asked at the Chairman's discretion.
9. The Chairman of the meeting may rule that any public remarks are not appropriate and will not be accepted; for example if they are defamatory, frivolous or offensive. In such an instance the Chairman may disallow a question or statement or cut short a statement or discussion, or disqualify any member of the public from continuing to speak.
10. Questions which require the disclosure of exempt or confidential information will not be answered.
11. The Chairman of the meeting's interpretation of this procedure shall not be questioned and his/her ruling on any questions relating to this procedure shall be final.

Present: Mayor, Councillor Mrs E Hodgkin  
Deputy Mayor, Councillor Mr S J Gawrysiak  
Councillor Mr M Akehurst  
Councillor Mrs J Bland  
Councillor Mr D Clenshaw  
Councillor Miss S Evans  
Councillor Miss K L Gehrman  
Councillor Miss L M Hillier  
Councillor Mr D Hinke  
Councillor Mr D R Nimmo-Smith  
Councillor Mrs P A Phillips  
Councillor Mr I Reissmann  
Councillor Mr D M Silvester  
Councillor Mrs J Wood

In Attendance: District Councillor Mr W Hall  
Mr M W Kennedy - Town Clerk  
Mrs P Price-Davies - Minute Taker / Committee Administrator  
Mr C Austin - Town Sergeant

Also Present: 1 member of the press  
9 members of the public

The Town Clerk read out the fire evacuation procedure and reminded Councillors and members of the public of the Code of Practice relating to Public Participation as stated on the agenda. He also drew members of the public's attention to the laminated rules placed on each seat in the public gallery.

The Mayor requested that the Council observe a minute's silence in memory of Mr Bill Gibson and Mr Nick Rutherford as they had both recently passed away. They had both been long serving members of Henley Town Council.

**33. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Ms L Meachin and Councillor W Hamilton.

**34. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**35. MINUTES**

The minutes of the Full Council meeting held on 24 July 2012 and the Special Full Council meeting held on 21 August 2012 were approved and signed by the Chairman as a true record.

**36. PUBLIC PARTICIPATION**

*Mr M Dodds, Greys Road*

Mr Dodds praised the Finance Strategy and Management Committee for recommending the installation of solar panels on council buildings. He believed this would result in substantial financial returns and urged Council to adopt the recommendation.

*Mrs G Dodds, Grey's Road*

Mrs Dodds requested updates on the progress of cutting the hedge in Greys Road, the development of the footpath around Forty Acre Field and the signage for the King's Arms Barn. The Mayor stated that South Oxfordshire Housing Association (SOHA) had accepted responsibility for the maintenance of the hedge and confirmed that cutting would begin within the next two weeks. The Town Clerk responded to the enquiry about Forty Acre Field and said that it was currently being dealt with by the Parks Manager. With regards to the signage for King's Arms Barn, he said that there were currently plans to locate a hanging sign on the Waitrose Car Park side to direct visitors approaching the building from that side. He stated that although there is currently a finger post sign near the Town Hall signpost it had been agreed that a sign would also be installed on the gate.

*Mr R Aitken, Elizabeth Road*

Mr Aitken sought clarification as to which hedge on Greys Road was in question and remarked that there were other hedges in the town that he reported as being in need of regular maintenance.

*Mr C Braithwaite, Henley Skate Park*

Mr Braithwaite stated that following the last Recreation and Amenities Committee it was agreed that it would be in the interest of the development of the Skate Park to form a formal working relationship with Henley Town Council. He viewed this as a positive step and outlined all the effort that they had made in engaging with the local community over the development of the project. He felt that they had illustrated how they had taken the initiative in improving the facilities in Henley.

## **37. DISTRICT/COUNTY COUNCILLOR REPORTS**

### **District Councillors' Reports**

Members had before them reports from District Councillors Mrs J Bland, Mrs E Hodgkin, Mrs J Wood and Mr W Hall. It was **RESOLVED**

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

#### *Matters arising from reports:*

Councillor Mrs J Bland informed members that she had attended a Licensing meeting to consider a policy on Taxi Licensing. She had argued against the Officer's recommendation for a fixed tariff, a pricing system that was currently in operation in the Vale of White Horse. It was deemed to be a more expensive system which deterred taxi drivers from working in that area. The conclusion was that instead of this system, meters would be installed but there would be different rates for limousines and smaller vehicles. The adoption of this new taxi licensing system was confirmed further by Councillor Hall.

Councillor W Hall referred to the item in his report regarding the proposed Boundary Change Recommendations. He reassured members that this proposal was the result of a consultation with Henley Town Council and a cross-party working group. Members were concerned that these changes would not necessarily ensure that the town was adequately represented. He assured members that under the proposed changes Henley would be represented more often at Committees and it would increase the issue of accountability.

### **County Councillors' Reports**

Members had before them reports from County Councillors Dr P Skolar and D Nimmo-Smith. It was **RESOLVED**

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

*Matters arising from reports:*

County Councillor D Nimmo-Smith referred to his report which had been emailed to Councillors previously and gave a verbal update on the following two issues:

**Roadworks:** The Marlow Road Pedestrian Crossing would be signed off by Cabinet on the 12<sup>th</sup> November 2012.

**Broadband:** Internet users in the Stonor Valley were limited in their usage as the broadband was currently only operating on two megabytes. This issue was being dealt with in order to increase the connection capacity.

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

(i) Members had before them a report of the National Association of Local Councils *People in Action Conference*. It was **RESOLVED**

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

Arising from the report, a member highlighted the initiative that had grown from the Mary Portas report about Pop-up shops being a solution to revitalising the high street. It was important that entrepreneurship was encouraged and it was suggested that Henley College should be approached to develop business opportunities and training for the students. The Town Centre Manager was currently working on encouraging businesses and Landlords to develop this idea within the town.

(ii) Members considered the appointment of a member to replace Councillor Ms L Meachin as the Council's representative on the Commercial Group of the Henley Partnership. It was **RESLOVED**

**that Councillor Mrs P Phillips be appointed as the Council's representative on the Commercial Group of the Henley Partnership.**

(iii) The decision of the Committee of Management for the Henley Royal Regatta not to appoint a Town Council Representative when the term of Mr B Edwards ends in December 2012 was noted. It was also confirmed that The Mayor will remain an ex-officio Steward of the Regatta for the term of their office.

(iv) Members considered the appointment of two members to attend the South Oxfordshire District Council's Town and Parish Forum on Wednesday 21st November 2012. It was **RESOLVED**

**that the Mayor and Councillor D Nimmo-Smith be appointed to represent the Council.**

**39. MAYOR'S REPORT**

Members had before them the list of Mayoral engagements from 18 July 2012 – 9 October 2012 inclusive for the Mayor, copy attached to the agenda. It was **RESOLVED**

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

The Mayor drew attention to a number of significant engagements and highlighted the Thames and Chiltern in Bloom Gold Award Ceremony in Aylesbury as being the most pleasurable. She invited all members to celebrate the Town's achievement by attending the Gold Celebration at The Town Hall on Wednesday 24<sup>th</sup> October.

The Mayor announced that she would be hosting a Civic Luncheon on Sunday 24<sup>th</sup> March 2012 at The Town Hall.

40. **REPORTS OF COMMITTEES**

- (i) The Minutes of the meetings of the Planning Committee held on 31 July, 21 August, 11 September and 2 October 2012 were before the Council. It was **RESOLVED**

**that the Minutes of the meetings of the Planning Committee held on 31 July, 21 August, 11 September and 2 October 2012 and the recommendations therein be received, approved and adopted.**

*Arising from the reports:*

Arising from Minute No. 59 of Minutes of the Meeting of the Planning Committee held on 21 August – P12/S1581/FUL – 95a St Marks Road, a member voiced concern over the approval of this application. He felt that this was only agreed after Henley Town Council's initial refusal was waived as there appeared to be no objections from the neighbours but he stated that in actual fact there had been several complaints from neighbours in the vicinity of this property but they had been ignored. It was confirmed that new planning permission had been applied for and Henley Town Council had been informed that they would not be able to legally object.

- (ii) The Minutes of the meeting of the Town and Community Committee held on 18 September 2012 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Town and Community Committee held on 18 September 2012 and the recommendations therein be received, approved and adopted.**

- (iii) The Minutes of the meeting of the Finance Strategy and Management Committee held on 25 September 2012 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Finance Strategy and Management Committee held on 25 September 2012 and the recommendations therein be received, approved and adopted.**

*Arising from the report:*

As part of Council's consideration of Minute 42 – Energy Reduction and the Committee's recommendation for the installation of Canadian PV Solar Panels at the 60+ Club; Leichlingen Pavilion; Sports Centre/Hockey Club and Fitness Centre, Members had before them a supplementary report of the Town Clerk, copy having been tabled, which set out three competitive quotations for undertaking this work.

A number of Councillors were opposed to solar panels on the grounds that they would be visually detrimental to the street scene while others spoke out against the installation of panels at Leichlingen Pavilion on account of the building's prime location within Mill Meadows. A motion to adopt the Committee's recommendation for the installation of solar panels at all four sites was amended to restrict the installation to the 60+ Club; Sports Centre/Hockey Club and Fitness Centre only.

Following a full debate, the amendment was put and a recoded vote was requested:

**For**

Councillor Mr M Akehurst  
Councillor Mrs J Bland  
Councillor Mr D Clenshaw  
Councillor Miss S Evans  
Councillor Miss K L Gehrman  
Councillor Mr D Hinke  
Councillor Mr D R Nimmo-Smith  
Councillor Mrs P A Phillips  
Councillor Mr D M Silvester  
Councillor Mrs J Wood

**Against**

Councillor Miss L M Hillier  
Councillor Mrs E Hodgkin  
Councillor Mr S J Gawrysiak  
Councillor Mr I Reissmann

The amendment was declared carried and was subsequently put to the vote as the substantive motion that the Council appoints EcoFusion to undertake the installation of PV Solar Panels at the 60+ Club; Sports Centre/Hockey Club and Fitness Centre in the sum of £55,604. A recoded vote having been requested

**For**

Councillor Mr M Akehurst  
Councillor Mrs J Bland  
Councillor Mr D Clenshaw  
Councillor Miss S Evans  
Councillor Miss K L Gehrman  
Councillor Mr D Hinke  
Councillor Mr D R Nimmo-Smith  
Councillor Mrs P A Phillips  
Councillor Mr D M Silvester  
Councillor Mrs J Wood  
Councillor Mr S J Gawrysiak  
Councillor Mrs E Hodgkin  
Councillor Mr I Reissmann

**Against**

Councillor Miss L M Hillier

It was **RESOLVED**

**that the Council appoints EcoFusion to undertake the installation of PV Solar Panels at the 60+ Club; Sports Centre/Hockey Club and Fitness Centre in the sum of £55,604.**

Arising from the debate, a member suggested that the Council makes application to South Oxfordshire District Council for a loan towards funding this installation. It was further acknowledged that the Council had not been able to support the Leichlingen Pavilion installation and on the Mayor's casting vote subsequently **RESOLVED**

**that a further report including a photo montage be presented to the Recreation and Amenities Committee for their further consideration.**

The Council concluded their deliberations and considered whether the colour of the panels should be silver or black. It was **RESOLVED**

**that the preferred choice of colour should be black.**

Arising from Minute 43, Parks Service Equipment, the Town Clerk gave an verbal update on the replacement of equipment and machinery following the recent burglary of the Parks Depot.

(iv) The Minutes of the meeting of the Recreation and Amenities Committee held on 2 October 2012 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Recreation and Amenities Committee held on 2 October 2012 and the recommendations therein be received, approved and adopted.**

The Chairman expressed her thanks to the Members of the Recreation and Amenities Committee for their forbearance in the length of the agenda and for remaining in session until 10.25pm so that the business of the meeting could be concluded.

*Arising from the report:*

Minute No.36 – Henley Skate Park Initiative

The Committee had recommended the formation of Skate Park Working Party, reporting to the Recreation and Amenities Committee, to develop the project and give necessary support to the Henley Skate Park Initiative including the submission of grant applications.



Concern was expressed that the creation of a separate working group would inevitably involve staff resources and the promotion of the Henley Skate Park Initiative by the Council. It was felt that this would be inequitable because other sporting organisations were expected to submit their own funding bids without Council's support. It was further suggested that the Council should examine all the sporting facilities within the town making best use of the skills and organisation of the staff.

Members were reminded that the Henley Skate Park Initiative was established to develop a scheme that would be a free to use facility on Town Council land without exclusive rights and that the time has come to provide support in the procurement process. It was **RESOLVED**

**that Councillors J Bland; S Gawrysiak and K Gehrman be appointed to serve on the Skate Park Working Party, the Terms of Reference and the appointment of non-councillors to be determined by the Henley Skate Park Initiative.**

Minute 37 Mill Meadows and River Sub Committee – Fees and Charges

Notwithstanding the recommendation of the Sub Committee, supported by the Recreation and Amenities Committee, not to increase parking charges from 1 January 2013, Council was informed that charges may need to be increased depending on the outcome of the Finance Act to be announced in December.

Minute 40 Budget

Attention was drawn to the removal of the £50k project for new sports equipment at Makins Recreation Ground, however, Council was asked to consider the inclusion of a further £5k in the budget for Christmas Lights. It was **RESOLVED**

**that an additional sum of £5,000 be added to the Draft Capital Programme for Christmas Lights.**

(iv) Townlands Steering Group (TSG) Committee

The Chairman gave a verbal report on the progress of the Planning Application for the new Townlands Hospital. The Amended Plans would be considered by the Town Council on 23 October. There were minor alterations: the repositioned key worker block; landscaping; sustainability reports and the War Memorial which has been incorporated into the design. South Oxfordshire would be determining the application at its Planning Committee on 7 November. The Council's Special Working Group appointed to consider s106 obligations has not yet met. It was stressed that the Council needs to ensure that the concerns expressed by the residents at the Special Meeting of the Town Council are taken into account. . It was **RESOLVED**

**that Councillor D Hinke be also appointed to the Working Group and that the appointment of the Town Council's representative to attend the District Council's Planning Committee on 7 November be made at the Town Council's Planning Committee meeting on 23 October.**

**41. AUDITED ANNUAL RETURN AND AUDITORS REPORT**

Members considered the report of the Accountant which accompanied the Audited Annual Return and Auditor's Report of Matters Arising. Council noted with satisfaction that the auditors have given an unqualified opinion 'that the information in the Annual Return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.' It was **RESOLVED**

**that the Annual Return be approved and accepted by the Council and that the Notice of Conclusion of Audit be displayed promptly following this meeting.**

The Council considered the issues arising from the Auditor's Report for the year ended 31<sup>st</sup> March 2012 relating to unrepresented cheques and the Council's Risk Assessment 2011. In noting the Accountant's responses to the two unrepresented cheques which had since been cancelled It was **RESOLVED**

**that the Accountant's responses to the issue regarding the unrepresented cheques as set out in the report be noted and approved.**

Notwithstanding the Council had previously approved the recommendation of the Finance Strategy and Management Committee on 7 February 2012 following Committee's annual Risk Assessment review, the auditors had advised that Full Council itself should have reviewed the Risk Assessment, this being an integral part of the system of internal control. The Council gave due consideration to the Risk Assessment review, which had been reproduced and had been previously circulated and **RESOLVED**

**that the Risk Assessment Review 2011 be received, approved and adopted.**

The meeting closed at 21:45.

*ppd*

*Mayor*

**Henley-on-Thames Town Council**

Report for Full Council on Tuesday 27 November 2012

District Councillor Reports

***Report by District Councillor Mrs E Hodgkin***

1. I attended a recent Scrutiny committee where matters for discussion were the Community Safety annual plan review, the Performance of Capita from 2011 to March 2012 and the Revenue Grants for 2013/14.

Both the Security revue and the performance of Capita had shown marked improvements.

There had been many applications for revenue support and a small sub-group was formed to make recommendations to the CIF committee. Two Henley organisations have made applications.

The CAB's of Henley, Abingdon, Didcot and Thame are merging to form the South & Vale CAB and a joint bid for funds has been applied for from SODC.

2. **Council Tax Base:** As previously reported the issue of the council tax base is still to be decided and it is unlikely that parishes will know the outcome until the beginning of December. Henley Town Council is well aware of the situation.
3. **Ward Changes:** The Boundary Commission has published their draft proposals and this supports Henley Town Council's wish for one ward. There is now a period of public consultation.

Elizabeth Hodgkin  
20 November 2012  
[hodgkin1@waitrose.com](mailto:hodgkin1@waitrose.com)

## Henley-on-Thames Town Council

Report for Full Council on Tuesday 27 November 2012

District Councillor Reports

### *Report by District Councillor Mrs J Wood*

#### **PLANNING COMMITTEE**

I am so delighted to report; at the last SODC Planning Committee meeting - November 7<sup>th</sup> on which I sat and spoke to the application; the Committee voted unanimously to support the Planning Officer (Mr Moore) in his recommendation to allow Planning permission for the construction of Townlands hospital to go ahead. Several members of the Planning Committee voiced their admiration of the scheme and their envy of the good fortune of Henley-on-Thames in being able to have a new hospital built.

Of course we should not have that advantage had not 4 brave Councillors and one local GP not stood out 10 years ago against the PCT who were determined to close Townlands. I am therefore taking this opportunity to publicly thank Ian Reissmann, David Smewing, Barry Wood, Chris Pye and Dr Peter Ashby without whose determination we should currently not have a hospital at all at Henley, never mind anticipating the building of a NEW hospital.

#### **BOUNDARY COMMITTEE REVIEW**

SODC has decided it must reduce the number of District Councillors to 36 with only 3 representing Henley at District Council and therefore the warding of Henley would have to change. I sit on the Committee that discusses such matters as warding/boundaries etc for the opposition Group of District Councillors. A very clear letter was sent from Henley-Town Council confirming the unanimous decision of Councillors for a single ward for the Town when electing District Councillors. This letter was accepted by the Chief Executive BUT a District Councillor from the party in power disagreed with the wishes of HTC at which point an application for Henley to become a 3 ward town was put forward by SODC to the Inspector. I am pleased to say, it would appear from his draft report, and the Inspector has taken notice of Henley Councillor's unanimous request and deemed Henley will become a single-ward town for District Councillor purposes. There will now be an eight week review of the Inspector's report but at this stage we can only congratulate the Inspector on his clear-sightedness and this example of democracy at work.

News of the Inspectors' decision follows on very nicely the welcome information we received regarding the change of name of our Constituency - which will still have "Henley" in its name for which the Mayor and I fought at Council and not the ignominious 'South East Oxfordshire' as suggested by the Cabinet at SODC.

#### **BUDGET UNDERSPEND**

There has been a 3m underspend against the SODC budget. As usual the underspend has mainly been against the Staffing budget. At budget setting 2012/13 I argued very strongly for funding for a scheme for Apprenticeships to be adopted by SODC, Opposition colleagues agreed and also argued for funding towards employing a Professional group to train Volunteer Youth workers much needed across South Oxfordshire since Oxfordshire County Council withdrew funding for Youth Centres across the County the need for which is greater than ever. Both ideas would have considerably helped the youth in the District but we were over-ruled; now the overspend will go back into the general coffers which in one way is good and helps to keep

## Agenda item 5

SODC financially afloat but, on the other hand, could have been used to make such a difference to many young lives in our area.

### **ALL IS NOT LOST**

The council has received the ninth distribution of £78,938.20 on 31 October 2012. This brings the total amount repaid to date to £1,999,767.69 in respect of the claim for £2.6m (£2.5m investment plus interest) deposited with the Icelandic bank Kaupthing Singer and Friedlander Ltd.

The investment placed in July 2007 was due for repayment on 12 December 2008. As a wholesale depositor the council is treated as an unsecured creditor of KSF in the administration process, and ranks equally with all other unsecured creditors.

The administrator's intend to make further payments at regular intervals. The latest information states that it is the Administrators' current intention to pay the tenth dividend in approximately six months' time. The estimated total amount to be recovered is forecast to be in the range of 81p to 86p in the pound. This equates to between £2,130,975 and £2,262,517

### **UNIVERSAL CREDIT**

There is to be a slow rollout of Universal Credit, it will be piloted in several areas but not in South Oxfordshire.

The Benefit cap is £26K and will not affect many families in South Oxfordshire BUT rents will be going up – SOHA will be increasing rents moving to @80% of market rent. A 'bedroom tax' will be introduced by Housing Associations to prevent under-occupation but will not affect pensioners.

### **RECYCLING CHAMPIONS**

You will be pleased to hear that Vale and South have officially been confirmed as the country's top two districts for recycling.

Annual figures published by DEFRA (November 8) show that the Vale has topped the recycling, composting and reuse league table for England with 68.7 per cent recycling rate, with South Oxfordshire in second place with a 67.9 per cent. Both districts leapfrogged over last year's leader who ended up in third place.

Jennifer Wood  
20 Nov 2012  
[jeni@barjen.co.uk](mailto:jeni@barjen.co.uk)

**Henley-on-Thames Town Council**

Report for Full Council on Tuesday 27 November 2012

District Councillor Reports

***Report by District Councillor Mrs J Bland***

**New Service to help stop hate crime**

Victims of hate crime who are reluctant to go to the police have an alternative reporting service. Stop Hate is a new 24hour help line for anyone who has been on the receiving end of, or is witness to hate crime. Freephone 0800 138 1625 Young Achievers Award Many young people in the district have benefited from these grants. They are awarded to young people between the ages of 11 and 18. SODC is accepting new applications right now. Up to £250 is awarded to people who have made great progress in the arts, sport and citizenship to help them active their goals. The Citizenship award is open for young people who have thrived through adversity, the hidden heroes who have done something exceptional, caring for others volunteering etc. Very few applicants are from Henley. Please spread the word. Deadline for applying is 21 December. For more info visit [www.southoxon.gov.uk/grants](http://www.southoxon.gov.uk/grants).

**Revenue Grants**

This month I have sat on a scrutiny lead Revenue Grants Panel. This is different to the CIF panel that is for capital grants. Up to £25,000 can be awarded for a four year period to charitable and voluntary organisations. This gives some stability to the successful organisations to help with their running costs and budget planning. There were 26 applicants in all. Total amount requested was £430,932. Per annum our budget was £424,000. £165,620 had previously awarded to The CAB (subject to Cabinet approval ) leaving a remainder of £172,552.

Many of the applicants delivered a service though out the district. One was Henley based. Having read pages of information applicants were able to give verbal representations en. We then debated for hours before making our unanimous decisions . Our recommendations will be considered by the cabinet in December.

Joan Bland  
20 November 2012  
[joan@asquiths.com](mailto:joan@asquiths.com)

## Henley-on-Thames Town Council

Report for Full Council on Tuesday 27 November 2012

County Councillor Reports

### ***Report by County Councillor Mr D R Nimmo-Smith***

1. From my Community Fund I have given a grant of £1,000 to Henley Good Neighbours and A £1,500 grant to Henley Town Football Club. A £3,000 grant to Nomad is being assessed by the County Officers, with my recommendation for approval. There is more grant available from my £10,000 Fund.
2. Through TAC, additional bus stops and cycle racks are being arranged from Section 106 and the Area Steward Funds of both me and Cllr Skolar.
3. Whilst the Townlands planning permission does not include any arrangements for the Henley Town bus service to be routed through the new Hospital complex and for an additional pedestrian crossing in Kings Road, I will be taking this up through TAC and separately with the County Council.
4. Our society is currently undergoing a demographic shift with the fastest growing population shift being the over 85s. Longer life is to be celebrated as one of the triumphs of medical and social progress. OCC is taking on a greater role in ensuring that older people remain fully included in our communities. Giving them voice, choice and control over their domestic arrangements and their care home environment. The relocation of Chilterns End to the new Townlands complex is part of this challenge.
5. Cycling, riding and walking on rural roads with no footpaths is not the pleasure it ought to be. In Oxfordshire – and particularly in the Chilterns – where more than half of the residents live in small towns and villages, any measures that reduce accidents are welcomed. OCC is, following a Government consultation earlier in 2012, starting a review of rural road speeds.

David Nimmo-Smith

20 Nov 2012

[David.Nimmo-Smith@oxfordshire.gov.uk](mailto:David.Nimmo-Smith@oxfordshire.gov.uk)

## Henley-on-Thames Town Council

Report for Full Council on Tuesday 27 November 2012

### County Councillor Reports

#### ***Report by County Councillor Dr P Skolar***

Adult Social Care services are consulting on Tier two (local) day care services and costs especially transport as this now costs the council over 34 million pounds in total. Members of the planning committee HTC were present in Harpsden re Neighbourhood plans where I emphasised the problems of transport infrastructure with the expected development numbers in both areas especially Gillotts Lane and Greys Road and the move from Section 106 to CIL administered by SODC.

There are two misconceptions floating around the public and council locally in Henley which I would like to scotch. First is the Henley Challenge where I contacted the appropriate Cabinet Member and asked if we, the county, have the power to veto this event. The categorical answer was NO. Only the police can do this on the grounds of safety. The county cannot stop 1000 cyclists riding down the roads of South Oxfordshire but if we did not take appropriate action including our duty of care and closed the roads, then any accident would involve the county in huge litigation. Secondly is the report of delay in signing the partnership agreement between OCC, OCP PCT and the developer. All is ready and legal teams are quite happy apart from the required guarantee of access through the site for the Nursing Care home. If this is not forthcoming then there will be problems for Chilterns End to close and move to the Townlands site. This will have knock on effects on housing development later on as well. County are ready to sign but only if the guarantees are written in.

I was delighted to receive a request from the Henley Good Neighbour scheme for pump priming funds for their exceedingly worthwhile activities and this has been paid. I would urge any other similar groups to come forward quickly as the grants not only have to be made but also spent in this financial year i.e. April 1<sup>st</sup>.

There has been a change in the traffic regulations from the centre and there will be legally enforceable wig-wag signs going up around Shiplake Memorial School. These are yellow flashing lights with 20 mph speed limits which the police have agreed as being enforceable unlike advisory 20mph signs which is why they have always opposed these in the past. These might be very appropriate around some of the schools around Henley but estimated costs are 3000 pound per unit.

Dr P Skolar  
20 November 2012  
[p.skolar@btconnect.com](mailto:p.skolar@btconnect.com)



## **ANNUAL CHILTERNNS FORUM**

Held at Hastoe Village Hall, Tring, on Friday 18<sup>th</sup> November

### **HSR**

The various projects mentioned in last year's report are still ongoing. The salient features of this last year are as follows:

The HSR railway project, which has been talked about for three and a half years, is still being projected by the Government. It is a 'complete pain' and it was stated that the Government simply do not understand ANOB. Moreover it was stated that the Chiltern Conservancy Board's experts are better than the Government's, and understand the issues involved more accurately..

HSR has reached the consultancy stage, with it's environmental impact once again under the spotlight.

### **CHALK STREAMS**

2012 has been notable early on for lack of water, and 60 per cent of the streams were dry in the March drowt. Even now there is concern, as all nine rivers have not attained good ecological status. However the Board continues to do work on these rivers, including the Misbourne (dredging) the Ver (Tree Work). The Chess (Weir removal) and the Troutstream (water meadow restoration).

### **COMMONS**

The Chilterns Commons Project is enhancing and restoring historic commons, with 157 volunteers involved. The 1665 Five Mile Act, which forbade a non-conformist preacher to be closer than 5 miles to an Anglican church, apparently explains why some of the commons are so far from villages and towns.!

### **GATEWAY CYCLE PROJECT**

The Gateway Cycle Project is to link towns including Henley into the Chiltern Cycleway. There will be three Gateway hubs: Henley/Twyford, Tring/Berkhamstead, and Chesham/Amersham/Gt Missenden. This is a Chilterns Tourism project with the hope of attracting more tourists to the area.

### **ASH DIEBACK (CHALARA FRAXINEA)**

All four major trees in Britain including Beech, Oak and Ash are subject to disease but the worst threat now is to Ash from Ash Dieback. We have an estimated 10 million ash trees over 10 years old and another 10 million saplings. It is used inter alia for making Morgan Sports Cars, one of the few

indigenous cars still produced.

Dieback came from Poland, via Denmark and France, entering via East Anglia., and it may have been here for 3 years.

It travels 30-40 kilometre per year, being spread by the wind, in the summer, through fungus on the leaves. Ergo it does not spread in winter.

It has reached Marlow, and has not yet crossed the river northwards to the Chilterns proper, but will do so soon.,

Unlike Dutch Elm, the trees die slowly, and the trees could take 50-100 years to complete the dying cycle.

The disease does not affect Mountain Ash.

Some strains may be resistant to the disease.

Beech is a good replacement for Ash, and the current advice is similar to that of Corporal Jones: 'Don't Panic, Non't Panic'

### **CHILTERN'S WOODLANDS PROJECT**

This gives advice to Landowners on management of woodlands from Hemel Hempstead to Henley, and had encouraged the use of wood fuel in the area and the production of wood chips for horticulture..

The woodlands covered go back as much as 300 years.

The project will keep a careful eye on the progress of Ash dieback, which blackens the wood of trees involved.

### **CHILTERN'S LEADER PROJECTS**

Farmers have been encouraged into Tourism and diversification, with 90% being involved in self catering, and one farmer raising his profits 300% by selling direct to local markets.

### **STATE OF THE CHILTERN'S**

There is a decrease in uptake of farming land due to uncertainty over CAP.

Woodland has increased in area although this will decrease as Ash Dieback reaches the area.

50% of Commons are managed and 28% have a local group attending them., and the rivers which faced their worst ever drowt last winter are still a cause for concern.

Places of worship have attracted English Heritage interest with 28% reckoned in danger of being lost

There is concern about pests such as Deer Squirrels, and Badgers, both in respect of damage to trees, and in respect of TB spreading to cattle.

HSR will continue to exercise us, and aviation growth both from a third runway at Heathrow and expansion at Luton will affect us.

We need to ensure that the Government attach sufficient importance to the Environment , to Farming requirements, and to ANOB's, in all of which Henley is an integral part.

**MAYOR'S REPORT**

<b>FUNCTIONS ATTENDED BY THE MAYOR</b>		
<b>* Attended by Deputy Mayor</b>		
<b>DATE</b>	<b>ORGANISATION/NAME</b>	<b>FUNCTION</b>
10.10.12	Henley Housing Trust	Meeting
11.10.12	Henley in Bloom awards	Prize giving
12.10.12	Sea Cadets	Presentation
12.10.12	Henley Arts & Crafts Guild	Exhibition
*13.10.12	Henley AFC	Prize giving
15.10.12	St Marys School	World record Global Hand Washing Day
16.10.12	Henley Action Plan	Meeting
16.10.12	Henley Housing Trust	Meeting
16.10.12	Bled project	Meeting
17.10.12	Sue Ryder	Women of the Year Awards
19.10.12	Henley Bowls Club	Annual Dinner & Prize giving
20.10.12	Rotherfield Greys Church	Messy Church day
22.10.12	CAB	Meeting
23.10.12	Henley Town Council	Gold Flower tub photo shoot
24.10.12	Henley Town Council	Henley in Bloom Gold Winners celebration
25.10.12	Helen & Douglas House	Opening of art exhibition
26.10.12	Sacred Heart School	Visit to Town Hall
27.10.12	Sue Ryder	Fireworks & Prize giving
29.10.12	Henley Municipal Charities	Meeting
29.10.12	Henley Sensory Room	AGM & Wind up
31.10.12	Henley ACT	Appointment of Mayors's Cadet
31.10.12	Camp Mohawk	Meeting
*02.11.12	Sue Ryder	New shop opening
*03.11.12	Royal British Legion	Launch of First Poppy
*06.11.12	Living Advent Calendar	Launch Party
*09.11.12	Age UK	AGM
10.11.12	Royal British Legion	Mayor to sell Poppies on Town Square
10.11.12	Holy Trinity Church	'Lest we forget' Exhibition
11.11.12	Henley Town Council	Remembrance Service
11.11.12	Royal British Legion	Lunch
12.11.12	NOMAD	AGM
*14.11.12	Henley Volunteer Bureau	AGM
14.11.12	Henley in Bloom	Seminar
15.11.12	Christchurch URC	Opening of Christmas card shop
15.11.12	Tangent	Talk
16.11.12	Bled	Meeting
16.11.12	Leichlinglen/Failiase Twinning Assoc	Friends Autumn Party
17.11.12	Christchurch URC	November Fair
17.11.12	YEUK	Opening of new shop
19.11.12	Henley Flower Arranging Club	Christmas demonstration
19.11.12	Henley Educational Trust	Meeting

<b>19.11.12</b>	<b>60+ Club</b>	<b>Meeting</b>
<b>19.11.12</b>	<b>Camp Mohawk</b>	<b>Meeting</b>
<b>20.11.12</b>	<b>River &amp; Rowing Museum</b>	<b>Meeting</b>
<b>20.11.12</b>	<b>SODC &amp; HTC</b>	<b>Question and answer session with SODC</b>

# **TWINNING WITH BLEED, SLOVENIA**

**Report for Full Town Council meeting on Tuesday 27 November 2012**

## **Background**

In July 2011 a party consisting of the Mayor of Bled, the Ambassador of Slovenia and the British Ambassador to Slovenia met with the Mayor of Henley, Cllr Pam Phillips, and other interested parties at the Royal Regatta to discuss the possibility of a twinning link with Bled. This is not the first time it had been proposed but a momentum was building since the World Rowing Championships were held in Bled and that there was an obvious link between us, i.e. rowing. There had already been many activities between residents of Henley and Bled carried out in private capacities.

In July 2012 this visit was repeated and several members of the rowing fraternity were also present as was the current Mayor and the Deputy Mayor. It was once again reiterated by the Mayor of Bled that his town was very keen to create the twinning link.

In order to gauge support for the idea the Mayor called together several members of the rowing clubs, River & Rowing Museum, Henley Festival, Schools, etc. As part of that group also was Mike Williams, an official with the World Rowing Federation and President of the Town & Visitors Regatta, Steve Bennet a local lawyer who has a property in Bled, Jonathan Hobbs who has visited many times and is eager to see a link as well as Julie Perrigo of the Henley Partnership to encourage business links. There was unanimous support for the idea and it was decided that a small working and strategy group be formed to take the matter to the next stage. The leader of this group is David Fielding Smith a resident of the town. He has now met once again at the Slovenian Embassy with the Mayor of Bled and the Slovenian Ambassador.

## **What Happens Next?**

Before this is carried to the next stage it is felt that the support of Henley Town Council would be essential. Eventually it is hoped that a twinning charter will be signed between Henley and Bled. However, there is still a lot of groundwork to be done and the group are now asking for a vote of support to continue with the project.

There is no call for any administrative support or funds at this time. Funding that may be required will initially be applied for from the EEC when plans are further forward. However, it would be hoped that once a charter is signed that this group would run parallel to the two other twinning associations, i.e. Leichlingen and Falaise and therefore be eligible for some funding.

## **Proposal**

That Henley Town Council make a resolution of intent to Twin with Bled.

Cllr Elizabeth Hodgkin  
Mayor  
19.11.12

## **OLD FIRE STATION GALLERY**

### **Report for Full Council on 27 November 2012**

#### **Background**

During the past 18 months a working group has been tasked with improving the promotion and letting of the Old Fire Station Gallery. Reports have been circulated through Town and Community.

At the latest meeting held on 13 November the bookings list was tabled and it was noted that there are no bookings for January and February. It was therefore suggested that, in order that the Gallery is used to its full potential, the fee be reduced by 50%.

One of the weeks during January will need to be reserved for the re-painting of the floor but apart from that there are at least 7 weeks of booking availability.

Because there is no time to take this suggestion to Town and Community if the Gallery is to be publicised a decision needs to be taken at full Town Council.

#### **Proposal**

That the Town Council approves the reduced fee for the use of the Gallery by 50% during the months of January and February 2013 (excepting one week for floor works) and that this reduction is publicised.

Or

That the Town Council does not approve the reduced fee for the use of the Gallery by 50% during the months of January and February 2013.

Cllr Pam Phillips  
20 November 2012

## **OXFORDSHIRE ASSOCIATION OF LOCAL COUNCILS**

### **WINTER GENERAL MEETING**

**Stratford Brake Pavilion, Monday 19<sup>th</sup> November 2012**

The above meeting was attended by 5 officers and 43 representatives, the latter from 32 towns and villages in Oxfordshire.

#### **Minutes**

The minutes of the AGM were accepted and signed, and the latest statement of accounts agreed..

#### **Subscriptions**

There will be no change in the subscription rate for 2012/2013, and no change in the formula used to calculate it.

#### **General**

92% of eligible councils are members of the association.. Members who sit on the committee from local organisations were thanked, and it was noted that help to association members had been given on subjects such as electronic banking, local auditor liaison, and county broadband development. Training sessions had included a masterclass for parish clerks, and a session on Neighbourhood Development funds.

#### **Insurance: Came and Co.**

The visiting speakers for the evening were two members of the insurance firm Came and Co, who now insure 3,500 local councils, and were set up 30 years ago with the intention of providing effective insurance cover for councils in an increasingly litigious society. They realised that insurance was not at the top of the agenda for many town and parish councils, but they also believed that adequate public liability was vital for town and parish councils in order to cover contemporary risks.

#### **Public Liability**

Came and Co recommend a public liability cover of £10 million, rather than the £5 million that many have adopted in the past. This is both because of the increase in the litigious society, and the complexity of modern life.

We are dealing with all kinds of outside spaces, including increasingly slippery fields, ice-prone ponds, and elaborate play areas including playgrounds and synthetic sports grounds. There are also summer-only pavilions where water and drain pipes must be turned off in the winter. And highways

gritting is increasingly dangerous, with heavier traffic than ever on the roads, from an insurance standpoint.

### **Daily Inspections**

Playgrounds should be inspected daily or at least weekly, with results preferably put in writing, if claims of negligence are to be avoided, and claims that the equipment is fit for purpose are to be upheld.

### **Risk Assessment**

Risk assessment is important not just for particular events but for anything you are responsible for such as new trees, and events including the river or the streets, with marshalls in the latter cases, reducing the risk.

Even for banners or lights across the road it is better to get professionals to do the erecting.

The question came up of whether farmers using red diesel are allowed to clear snow from the roads. The matter is currently being debated.

Those cutting grass under contract must have £5million public liability insurance and the same is true for volunteers.

Risk assessment should be done even for games at social events. At one village fete there was a Welly Wanging competition. The distance was agreed, and all went well until the cricket team turned up. There was a barrier at the end of the pitch, but the cricketers threw the wellies over the barrier onto parked cars. The combined damage was £8000. That can't have left the fete with much profit.!

Vicky Jacomb or Andy Cotter of Came and Co can be contacted via OALC on 01491 823118