

Present: The Chairman, Councillor S Evans
The Vice Chairman, Councillor H Chandler-Wilde
Councillor Sara Abey (substituting for the Mayor, Councillor Julian Brookes)
Councillor D Eggleton
Councillor Miss Kellie Hinton
Councillor Sarah Miller
Councillor D Nimmo Smith
Councillor S Smith
Councillor W Hamilton (Deputy Mayor – ex officio)

In Attendance: Mrs Janet Wheeler – Town Clerk
Mrs Becky Walker – Minute Taker

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

13. APOLOGIES FOR ABSENCE

Apologies were received from the Mayor, Councillor J Brookes (Councillor Sara Abey substituting).

14. DECLARATIONS OF INTEREST

None received.

15. PUBLIC PARTICIPATION SESSION

Mr James Barr – Minute 19 – Park Run in Henley – Mr James Barr spoke as a representative of Park UK in support of establishing a park run on the footpaths around 40 Acre Field and gave the following update:-

- The Henley College have not given permission for the use of the car park on a Saturday morning as there is already an agreement in place with another user.
- Mr Barr emphasised that Park Run encourage all participants to walk or run to the site rather than drive so he did not envisage lack of parking to be an issue.
- Sue Ryder had declined the use of the memorial woodland as an assembly and briefing point for runners however had agreed to meet with Mr Barr on Thursday 14 July 2016 regarding use of the footpath through the woodland in order to avoid use of the bridleway. If this is not possible a plan has been devised to manage the run if a horse rider should use the bridleway during the run eg the run would be stopped to allow the horse to pass and then restarted.
- South Oxfordshire District Council (SODC) have advised an application from Park Run for the start up costs was not considered “capital” and therefore was not appropriate from their capital fund. SODC however had suggested an application should be made to “Go Active Get Healthy” fund and Mr Barr is investigating this and will update the Committee in due course.

Councillor W Hamilton – requested the grass on the Greys Road embankment be cut once the wildflowers have seeded.

16. **MINUTES**

- i. The Minutes of the meeting of the Recreation and Amenities Committee held on 17 May 2016, copy having been issued, were received, approved and signed by the Chairman as a true record.
- ii. The minutes of the Henley in Bloom/Civic Pride Sub Committee held on 25 May and 22 June 2016 were received and considered.

Councillor Miss Kellie Hinton referred to Minute 10 (25 May 2016) – *Freemans Meadow and Makins Recreation Ground* – and advised that she had contacted local residents re setting up a residents' group and would arrange a meeting with respondents once the regional Britain in Bloom judging had taken place (eg after 14 July 2016).

The Committee **RESOLVED**

that the minutes of the Henley in Bloom/Civic Pride Sub Committee held on 25 May and 22 June 2016 be received, approved and adopted

17. **BUDGET**

- i. The Committee received and considered the management accounts to 31 May 2016. The Chairman noted the budget was looking very healthy.

The Committee **RESOLVED**

that the management accounts up to 31 May 2016 be noted

- ii. The Committee received and noted the car parking and temporary mooring income up to and including the Regatta period.

A member commented on one boat on the temporary moorings who had not paid the mooring fees and felt seeking advice from other riparian authorities who have similar problems eg Richmond maybe helpful.

The Town Clerk advised the Accountant, Mrs Liz Jones had been issuing invoices and letters and was investigating filing a claim with the Courts.

After further discussion the Committee **RESOLVED**

that contact be made with other riparian authorities eg Richmond and the Environment Agency to see if they can offer any advice on how to resolve re the non payment of mooring fees by this boat

The Chairman commented on the positive feedback she had received from users of Marsh Meadows on the new mowing regime, whereby certain areas are left to grow longer to enable wildflower seeds to set and create much more of a "meadow" feel.

A member asked the Town Clerk to look into the ownership of the island opposite the Obelisk. In response a member advised the island was in the ownership of a private individual who lived in London and was not interested in selling.

After further discussion it was **RESOLVED**

that the island opposite the Obelisk at Mill Meadows be placed as an agenda item on the next agenda of this Committee

The Committee **RESOLVED**

that the additional report re car parking and temporary moorings up to and including the Regatta 2016 be noted

18. MILL MEADOWS CAR PARK – EXCESS CHARGE NOTICES

The Committee received and considered an update regarding the collection of excess charge notices at Mill Meadows.

A member queried the types of reasons given for the 33 tickets which had successfully appealed against paying. It was noted this was important as it may be possible to take steps to reduce this number eg improved signage.

It was **RESOLVED**

that further information be sought on the types of reasons given re successful appeals against Excess Charge Notices and whether any steps can be taken to reduce this number eg improved signage

19. PARK RUN UK

The Committee received and considered the risk assessment carried out by Park Run UK re holding an adult Park Run UK on the footpaths surrounding 40 Acre Field and an accompanying report providing additional information.

A member queried the funding raised to date. It was confirmed this amount (£300) had been arranged by crowd funding but this method was not advocated by Park Run UK as they preferred national/local government funding/grants. Voluntary personal donations were acceptable. The philosophy of Park Run UK is for the runs to be open to all free of charge.

Councillor D Nimmo Smith advised as a County Councillor that Oxfordshire Health maybe a possible supporter and would investigate further.

The Chairman thanked Mr Barr for his considerable efforts and dedication in establishing a Park Run in Henley and after further discussion the Committee **RESOLVED**

that the risk assessment for the Park Run to be run on the footpaths around 40 Acre Field and the accompanying report be noted.

that the Town Council support a 6 month trial of an adult Park Run around 40 Acre Field once the funding has been secured for the start-up costs

20. MILL MEADOWS SIGNAGE

The Committee received a report providing an update on the proposed new signage at Mill Meadows. The Chairman advised that as this is a large and potentially expensive initiative, it was important to prioritise certain signs and felt the “Welcome” sign at Mill Meadows, which would provide information on the Meadows and the proximity of the town was of the utmost importance. It was intended that this information be reflected in the town also and the Town and Community Committee would be considering this aspect.

The Chairman advised that in order to get maximum benefit from the board it needed to be positioned where it is highly visible for pedestrians and drivers, which the noticeboards, which currently display the maps, are not. A far more visible location is the wall of the Leichlingen Pavilion facing the car park and it was suggested it be rendered and painted (in town “green”) and the Welcome information be placed on it. The Chairman provided initial “mock-ups” of how this could look and asked members for their comments:-

During discussion the following comments were made:-

- the rendering and painting of the wall could help to soften and improve the aesthetics of the building
- the location map should be made bigger than on the example to emphasise the proximity of town centre shops, cafes etc
- ideal to have all the information in one place
- the noticeboards adjacent to the Pavilion could still be used for current events and the Welcome wall could direct people to them
- provision be made to enable the wall to be updated
- the surface to be easily cleaned particularly with regard to graffiti although it was recognised it would probably not be totally graffiti proof
- the windows would still provide light to the toilets
- any health and safety aspects should be considered re people viewing the map on the ramp and a method to prevent people stepping backwards over the ramp
- it has been envisaged the Thames meandering through Henley would be more prominent
- it is important to make it clear how far it is to walk to certain places eg the Kenton Theatre or town centre shops
- it is a challenge to have enough information but not overcrowd the map
- the key focus is to link the town and the Meadows and to have reciprocal maps in the town centre
- further costs to be sought

Members were very supportive of the proposal and after further discussion the Committee **RESOLVED TO RECOMMEND**

that the proposal to render and paint the wall of the Leichlingen Pavilion facing the car park and to create a “Welcome/ Information” wall be supported in principle

21. HORTICULTURAL CONTRACT

The Committee received and considered a report regarding the appointment of a contractor for the horticultural contract between 1 November 2016 and 31 October 2019 which gave a resume of the process to date and included weekly charges from 2 companies - Company A (£650 per week) and Company B (£853.72).

The Chairman emphasised that this contract focused on maintenance rather than the re-design of areas and therefore the contract should be awarded subject to certain areas within the town being re-designed during the contract period. A number of areas were highlighted including Gravel Hill, the Reading Road and Fairmile entrances and possibly the Triangle at Northfield End and these opened up a number of opportunities to work with designers and horticulturalists.

Members discussed setting up a Working Group to assess which and how areas should be redesigned and then acknowledged this fell within the remit of Henley in Bloom. It was felt with Henley in Bloom's expertise and knowledge and the backing of the Council the horticultural impact of the town could be greatly improved.

After further discussion the Committee **RESOLVED TO RECOMMEND**

that the Town Council appoints Company A as the horticultural contractor at a cost of £650 per week for the period 1 November 2016 to 31 October 2019 with the proviso that the specification may be amended as certain areas are improved/enhanced

that, in addition, Henley in Bloom investigate employing/working with a designer/horticulturalist to enhance specific areas in the town

that Henley in Bloom present a plan to the next Recreation and Amenities Committee identifying areas for improvement, proposals on how this can be carried forward with potential designers and budget proposals.

22. PROGRESS

The Committee received and considered the progress report:-

- members complimented how the 3 banner poles at Mill Meadows looked and noted the current flags are temporary and are to be replaced with a stronger material

The Committee **RESOLVED**

that the progress report be noted

23. CORPORATE PLAN PROGRESS REPORT

The Committee received and considered the progress report on the corporate plan and the following comments were made:-

- The Chairman of Henley in Bloom advised that an extensive portfolio containing many images of the town looking its best had been prepared for this year's Thames and Chilterns in Bloom judging and a copy is available in the Town Council's Visitor Information Centre or can be sent electronically on request.
- the review of Sports Clubs – the Chairman advised the database has been compiled and a date/agenda content needs to be identified. It is hoped as many Councillors as possible can attend to help facilitate the various workshops

- the Allotment Association will give a presentation to Councillors on Monday 18 July 2016 between 4.30 and 6.30 pm at the Cricket Pavilion and the Chairman urged as many Councillors as possible to attend

The Committee **RESOLVED**

that the Corporate Plan progress report be noted

The meeting closed at 8.48 pm.

Chairman

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