

**Present:** The Mayor, Councillor Ken Arlett  
The Deputy Mayor, Councillor Dave Eggleton  
Councillor Kellie Hinton  
Catherine Notaras – Henley Wildlife Group & Hedgehogs  
Phil Simms – Henley Standard

**In Attendance:** Karl Bishop – Parks Manager  
Kyle Dowling – Horticultural Park Warden/Senior Park Warden  
Ilona Livarski – Conservation Park Warden  
Becky Walker – Estates Manager  
Judith Smith – Committee Administrator

**Also Present:** Helen Gaynor – Friends of Freeman’s  
Gillian Sanders – Chilterns Court Care Centre  
Jan Sutton – Gardening Buddies

The Mayor, Councillor Ken Arlett took the Chair.

**1. ELECTION OF CHAIRMAN**

The Mayor, Councillor Ken Arlett called for nominations for the election of Chairman for the municipal year 2019 – 20.

Councillor Kellie Hinton proposed and The Mayor, Councillor Ken Arlett seconded that Councillor Dave Eggleton be elected.

There being no further nominations and following a vote, it was **RESOLVED**

**that Councillor Dave Eggleton be elected Chairman of the Henley in Bloom Sub Committee for the municipal year 2019 – 20**

Councillor Eggleton thanked members for voting him as Chairman and took the Chair.

**2. ELECTION OF VICE-CHAIRMAN**

The Chairman called for nominations for the election of Vice Chairman for the municipal year 2019 – 20.

The Chairman, Councillor Dave Eggleton proposed and The Mayor, Councillor Ken Arlett seconded that Councillor Kellie Hinton be elected.

There being no further nominations, and following a vote, it was **RESOLVED**

**that Councillor Kellie Hinton be elected Vice Chairman of the Henley in Bloom Sub Committee for the municipal year 2019 – 20**

3. **WELCOME**  
The Chairman welcomed The Mayor, Councillor Ken Arlett, to the Sub Committee.
4. **TERMS OF REFERENCE**  
Members received and noted the terms of reference for this Sub Committee. The Sub Committee noted that the Recreation and Amenities Committee have recommended to Full Council that the quorum be amended to 2 Councillors (to reflect 3 (rather than 4) Councillors sitting on the Sub Committee).
5. **APOLOGIES FOR ABSENCE**  
Apologies were received from Tuc Ahmad and Caroline Langler.
6. **DECLARATIONS OF INTEREST**  
None received.
7. **PUBLIC PARTICIPATION SESSION**  
Helen Gaynor advised that Freeman's Meadow and Northfield End Green had been entered for Thames and Chiltern in Bloom as entries for the In Your Neighbourhood category. They would be judged on Tuesday 16 July; Northfield End at 4pm, Freeman's Meadow at 5pm followed by the Gainsborough Estate at 6pm. Residents and volunteers would be organised for a tidy up on Monday 15 July in preparation for judging. Helen Gaynor explained she was also attending the meeting to listen to Agenda Item 11, regarding the proposed funding of additional items for the upgrade to Freeman's Meadow playground.
8. **MINUTES**  
The minutes of the Henley in Bloom/Civic Pride Sub Committee (HiB) held on 7 February 2019 were received, approved and adopted and were signed as a true record.
9. **CHILTERN'S COURT CARE CENTRE**  
The Sub Committee welcomed Gillian Sanders, representing Chilterns Court Care Centre, who were seeking help and financial support to improve their communal garden. In particular, manpower was needed to re-site a large summer house in order for residents to be able to use it. An ornamental arch, hanging baskets and folding wooden tables would also greatly improve the garden for the enjoyment of residents. The Sub Committee agreed that this was a very worthwhile project to be involved with. The Conservation Warden suggested a collaboration day with residents on conserving wildlife, perhaps joining up with local schools. It was further suggested that hanging baskets left over from the schools project could be given to the centre for their garden.

After discussion it was **RESOLVED**

**that £500 be allocated towards improving the Chilterns Court Care Centre communal garden**

**that Councillor Kellie Hinton become the Henley in Bloom liaison for the centre and undertake to organise an initial volunteer day at the end of June**

After thanking the Sub Committee for their help and extended an invitation to all to visit their café and see the garden, Gillian Sanders left the meeting.

10. **BUDGET UPDATE**

- i. The Sub Committee received an updated budget report which was noted.
- ii. The Sub Committee considered expenditure associated with events and the Celebration Beds.

The following expenditure was **APPROVED**

- a) **£17 to the Lions for the soup which was kindly served by the Lions**
- b) **£65 for prizes (Toad Hall vouchers) for Chelsea Fringe event at Freemans Meadow – Funk up your Junk and “Best Bloom Hat” for Chelsea Fringe Floral Flotilla**
- c) **£186 for Celebration Beds plaque – 100 years of the Forestry Commission**
- d) **£55 for a double bracket to be attached to an SODC lamp post at the Market Place entrance to Greys Road car park, for the installation of 2 additional hanging baskets sponsored by SODC**

11. **FREEMANS MEADOW**

The Sub Committee considered a proposal to allocate funds from Henley in Bloom to provide for the following additions to the soon to be upgraded Freemans Meadow playground:

- 8 animal graphics to the wetpour surfacing at a cost of £1510
- a pair of talking flower tubes at a cost of £760.67.

The Sub Committee noted with thanks that SOHA had agreed to the £300, previously donated to Henley in Bloom for a project in the Abrahams Estate area, could be put towards additional equipment for the playground and had offered an additional £300.

The Sub Committee agreed that a grant the £600 offered by SOHA should be put towards the talking flower tubes with the remaining amount to come from Henley in Bloom. It was agreed that the SOHA and Henley in Bloom logos would be displayed on signage in the area to acknowledge the donations.

The Sub Committee considered expenditure for the animal graphics however acknowledged that it represented a considerable proportion of the Henley in Bloom budget. Whilst the Sub Committee agreed they would be a highly desirable addition, expenditure on these animal graphics could not be justified. It was suggested that other sponsors should be sought for the animal graphics.

It was **RESOLVED**

**that the grant of £600 from SOHA be used for the purchase of a pair of talking flower tubes at a cost of £760.67 with the remaining £160.67 allocated from the Henley in Bloom budget**

12. **GARDENING BUDDIES AND PLANTING AROUND THE TOWN**

- i. The Sub Committee welcomed Jan Sutton to the meeting who provided a verbal update on Gardening Buddies projects. All beds have now been cleared of dead plants with only one or two areas still needing to be tidied. The planters at Kings Arms Barn need replanting and perennial (especially bee friendly plants) rather than annual planting was being considered.

Members considered the possible removal of the planters on the grass bank outside the Three Horseshoes. After discussion, it was agreed that the Parks Team would investigate the option of what could replace these if they were removed – possibly trees in the autumn. It was noted this area was owned by Oxfordshire County Council and their permissions would be required to do this.

Jan Sutton commented that there had been a proliferation of unauthorised signs around the town which can be dangerous distraction to road users. The Mayor recommended that the Town Council should be contacted for advice prior to the removal of any signage.

- ii. The Sub Committee considered the allocation of an amount from the budget for plants for the tubs and beds around the town cared for by Gardening Buddies. In addition this year there was a need for replacement perennial plants in the Gardening Buddies Bed (Reading Road) which had suffered in the hot weather last summer and for the re-planting of the town entrance beds. Prices had been sought from Toad Hall for the planting and consequently it was agreed to increase the budget for Gardening Buddies.

It was **RESOLVED**

**that up to £750 be allocated from the Henley in Bloom budget for plants for Gardening Buddies**

- iii. The Sub Committee considered the allocation of up to £100 for plants for ad hoc areas around the town planted by Caroline Langler including the small bed by the Esso Garage and the wheelbarrows on Reading Road.

It was **RESOLVED**

**that up to £100 be allocated from the Henley in Bloom budget for the guerrilla gardening projects in the town**

### **13. HANGING BASKETS**

- i. The Sub Committee considered the funding of one hanging baskets for the Citizens Advice Bureau at a cost of £47.75, the second having been kindly sponsored by an ex-resident of Henley.

It was **RESOLVED**

**that Henley in Bloom pay for one hanging basket for the Citizens Advice Bureau in Market Place**

- ii. The Sub Committee noted the generous sponsorship of two hanging baskets by two donors who have agreed to them being placed on the Fire Station. Grateful thanks have been received from the Fire Fighters.

### **14. WOOTTON MANOR PLANTERS**

The Sub Committee considered the allocation of a budget for the planting of three new planters outside the shops at Wootton Manor. The planters are being provided by the owner of the shops and would be planted and maintained by Gardening Buddies and the Parks Service. The cost of planting with shrubs and seasonal colour would be £85 per planter and the exact position of the planters would be agreed with the owner prior to installation.

It was **RESOLVED**

**that £255 be allocated from the Henley in Bloom budget for the purchase of compost and plants for the planters**

**15. CHAMPIONING THE HEDGEHOG**

The Sub Committee received an update from Catherine Notaras on the Championing the Hedgehog project. A lovely day had been spent at Freeman's Meadow and a hedgehog box had been placed in the conservation/wildlife area. One hedgehog box was now in the Town Hall for demonstration purposes. Two had been bought and sited by the River and Rowing Museum. Other possible locations for hedgehog houses included the Community Orchard at Paradise Road, Makins Recreation Ground and Gillotts School as part of the Gillotts Lodge project. It was agreed that Catherine Notaras would meet with the Parks Manager and the Conservation Park Warden to decide the best locations because once sited, the boxes should not be disturbed. Information on helping hedgehogs had also been included on the entry form for the Regatta Window Display Competition. An initiative to include owl boxes and bat boxes as well as hedgehog boxes as part of Henley in Bloom, would be brought to a future meeting.

It was **RESOLVED**

**that two hedgehog boxes at a cost of £25 each be purchased and sited at the Community Orchard and Makins Recreation Ground**

**16. PROGRESS REPORT**

The Sub Committee received and considered the progress report as following:

*Town Entrance Signs* - Gardening Buddies and Kyle Dowling (Horticulture Park Warden) are replanting the beds at the Town Entrance signs. On-going.

*Gardens of Henley 2019* - An invitation to enter the Gardens of Henley competition (front gardens only) has been designed by Caroline Langler. Members are invited to deliver the invitation to houses they feel may like to enter. Copies available from the Town Hall. The proposed judges are Caroline Langler, Cllr Dave Eggleton, Tuc Ahmad and Jan Sutton.

*Seed Swap* - The Seed Swap was held in the Council Chamber on Saturday 9 March 2019 and was a great success. £150 was taken in donations which will be split equally between Henley in Bloom, Henley in Transition, Henley Allotments Association and the Heritage Seed Library. Left over seeds will be donated to Greenshoots and possibly a new gardening club at the Chilterns Court Care Centre.

*Schools in Bloom* - Councillor Dave Eggleton and Kyle Dowling have visited a number of primary schools to provide hanging basket workshops. 3 further schools still to confirm a date.

*Chelsea Fringe Event* - A successful "Funk up Your Junk" Chelsea Fringe community event was held on Saturday 25 May 2019 at Freeman's Meadow run by Kyle Dowling (Park Services) and Henley in Bloom. A successful Floral Flotilla was held on Sunday 26 May 2019 with 15 decorated boats including new entries and old timers. The event was also enjoyed by visitors and locals on the bank and the band entered the spirit of the occasion playing floral music and wearing hats decorated with flowers.

*Celebration Beds* - The Celebration Beds have been planted up celebrating 100 years of the Forestry Commission and a plaque has been installed. *(Please note the Forestry Commission were contacted and their Media Office responded "I'm so happy to hear that our Centenary celebrations have inspired your celebration flower beds this year! What an honour.")*

*Litter Picking Packs* - The litter pickers and hi-vis jackets have now been received and are available to be loaned out (20 x adult and 20 x children). Members are asked to help spread the word to schools, organisations and residents who they feel may like to borrow the packs.

*The Lodge Gillotts School* - On-going.

*Floral Train* - Councillor Dave Eggleton is seeking quotes for the repairs to the Floral Train. It has been suggested this project may be eligible for funding from the GWR Community Fund once quotes are received.

*Trees in the Greys Road and Greys Road Car Parks* - Planters may be available as part of the air quality project which could be placed in the corner where the large tree was removed. Firming up of the base would be required (with SODC approval). An additional planter providing seasonal colour could subsequently be added in front of the planters – consideration/costs would be required for its inclusion in the Horticultural Contract.

**17. THAMES AND CHILTERN IN BLOOM**

The Sub Committee noted that Judging Day will be Thursday 18 July in the morning. The Vice Chairman suggested that Thames and Chiltern in Bloom be contacted to see if judging day can be brought forward to earlier that week when the Conservation Park Warden will be available to take part. It was suggested by the Horticultural Park Warden that volunteers be invited to take part in a litter pick prior to judging day.

The Sub Committee considered expenditure on refreshments for the judges (on arrival and during the tour) and lunch for judges and guests. Possible lunch locations were the Rugby Club, the Bowls Club or Badgemore Golf Club.

It was **RESOLVED**

**that up to £400 be allocated from the Henley in Bloom budget to cover the costs refreshments and lunch on judging day**

**18. PUBS AND RESTAURANTS AWARDS**

The Sub Committee considered the format of the Pubs and Restaurants awards this year. The Chairman felt it was important to run a competition as he knew of some who were keen to take part. It was suggested that a leaflet similar to that produced for the Gardens of Henley Awards 2019 be produced and distributed to all pubs and restaurants in Henley. Entries could be for front or back gardens and would only be considered by those completing the entry form.

It was **RESOLVED**

**that a Pubs and Restaurants of Henley 2019 leaflet and entry form be produced and distributed to all pubs and restaurants in Henley**

**19. DATE OF NEXT MEETING**

The date of the next meeting was agreed as Thursday 12 September 2019 at 9.30 am.

The meeting closed at 10.52 am.

Chairman

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