

Present: The Mayor, Councillor Mrs E Hodgkin (Chairman)
Councillor Mrs G Dodds
Councillor A Follett (Vice Chairman)
Deputy Mayor, Councillor Mrs J Wood
Mrs G Follett

Also Present: Miss J Smith - Minute Taker / Committee Administrator

548. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies received from Councillor Mrs R Myer; Mr S Khan, Mr R Reed, Mr A Hawkins, Mrs T Palmer and Mrs C Langler.

549. DECLARATION OF INTEREST

None received.

550. MINUTES

The Notes of the Henley Festival of Flowers Working Group and Minutes of the Henley in Bloom / Civic Pride Sub Committee both held on 14 January 2010 were approved and signed by the Chairman, Mayor, Councillor Mrs Hodgkin as a true record.

551. PROGRESS

A Progress Report was noted and tabled at the meeting.

Garden with disabled access at Mill Meadows – Minute Nos: 411, 431, 490 and 508

No response on progress regarding building options received from Mr Khan. Ongoing.

Weeds – Minute Nos: 475, 480, 490, 508, 13/8/09 and 524

Mayor, Councillor Mrs E Hodgkin asked that this be removed from the Progress Report.

Northend/Sydney House – Minute 475

As reported from the Full Council meeting held on the 26 January 2010. Findings from OCC report will be available at the end of February and will be reported by Councillor D Nimmo-Smith at the next Full Council.

Station Park Sculpture – Minute Nos: 490; 508 and 520

No response on progress regarding designs received from Mr Khan. Ongoing.

Battle of Britain 70th Flowerbed Display – Minute No 527 and 539

Mayor, Councillor Mrs E Hodgkin advised that following discussions with Mr M Sheldrake, Toad Hall it was proving difficult to find a suitable place to put a raised flowerbed in the town for the 'Wings Appeal' floral display, so it was proposed that the two raised beds next to the Obelisk at Mill Meadows should be used to plant two RAF Roundels in red, white and blue bedding plants at the end of May to commemorate the 70th Anniversary of the Battle of Britain in the autumn. It was agreed that a temporary commemorative sign is to be placed in front of these beds during the summer/autumn of 2010. The Mayor advised that the Air Training Corps (ATC) could carry out their collection(s) in this area and that half the monies would go towards the ATC and half towards the 'Wings Appeal'. Deputy Mayor, Mrs J Wood confirmed that she would approach the ATC to see if they would provide sponsorship towards the commemorative sign.

Mayor, Councillor Mrs E Hodgkin asked that this item be placed on the next Mill Meadows Sub Committee for approval for the ATC to carry out collections in front of these beds.

Action: Committee Administrator for Mill Meadows Sub Committee to put on agenda for next meeting.

Floral display at the Northfield entrance of the town/Greys Road shops – Minute No 527

Further sponsorship to be sought from other businesses in Northfield End. Other suggestions were to approach the companies at Northfield House; Old Coach House and Asquiths.

552. BUDGET UPDATE

Members reviewed the 2009 sponsors from the budget report and it was noted that it was unlikely that financial sponsorship would be received from Clive Hemsley or Hotel du Vin in 2010. Southern Plant and Tool Hire have kindly agreed to sponsor the Front and Back Gardens Competition and donate £300. It was agreed that Leander Club be approached for a donation again this year.

Deputy Mayor, Councillor Mrs J Wood asked that Henley Partnership be approached to see if they would provide sponsorship for the Gravel Hill flowerbed and that KVB Designs be approached to see if they would provide sponsorship for the up keep of the Millennium Court planters and beds.

Deputy Mayor, Mrs J Wood asked if Hi-Q Tyres on Reading Road had been approached following the comments last year from the Thames and Chiltern judges and she agreed to speak with the manager, Mr Carl Reid, in person about using old tyres as planters and planting these with plants for their forecourt.

Action: A letter to be sent to Henley Partnership and KVB Designs asking for sponsorship for Gravel Hill flowerbed and Millennium Court respectively.

553. SPONSORED HANGING BASKETS

Cost for 2010/11 hanging baskets still to be received from contractor. Councillor A Follett advised that at the Henley Festival of Flowers (HFF) Working Group, held before this meeting, it was suggested that if the businesses donate £100 to Henley Festival of Flowers then they would receive a hanging basket for half price. The Mayor, Councillor Mrs E Hodgkin asked that the HFF Window Competition is also promoted on the hanging basket form.

554. GARDENING BUDDIES

Mayor, Councillor Mrs E Hodgkin advised that she would circulate the Thursday and Saturday 2010 dates commencing in March and confirmed that the first project for the Gardening Buddies would be the YMCA. Progress Report and Minute 558 for further details about this project refers.

555. SPONSORSHIP

An updated list of 2010/11 Sponsors and potential sponsors were noted. Minute 552 for comments / actions refers.

In addition, Mayor, Mrs E Hodgkin asked that another letter be written to Sainsbury's to ask for sponsorship.

Action: Letter to be sent to Sainsbury's asking for sponsorship.

556. TROUGHS FOR UPPER MARKET PLACE

Members were informed that an additional amount of £30 per trough for each seasonal planting is required in addition to the original quote of £500 for the supply and installation of four troughs previously recommended in Minute 544, 14 January 2010 meeting. Following the letter that was sent to all residents of Upper Market Place positive responses had been received regarding the watering of these troughs.

It was **RESOLVED** to **RECOMMEND**

that an additional amount of £30 per trough for each seasonal planting is allocated from the budget.

557. HENLEY FESTIVAL OF FLOWERS – WEEK OF 16 MAY 2010

Mayor, Councillor Mrs E Hodgkin advised that the Henley Festival Flowers of meeting that took place prior to this meeting had gone very well and that notes from the meeting would be circulated with these Minutes (attached). Councillor A Follett recommended that as per a past meeting it had been suggested that £1000 be set aside to cover costs for the Henley Festival of Flowers and that this amount should come from the Henley in Bloom budget.

It was **RESOLVED** to **RECOMMEND**

that £1000 be set aside to cover costs for the Henley Festival of Flowers and that this amount should come from the Henley in Bloom budget.

558. 20010/11 EVENTS

Hit Litter Campaign: it was decided that this event should be postponed until the Spring and a new date was set for 1 May 2010. The Cleanest School Competition would be run as a separate event the preceding week.

Post meeting note: Date of the 1 May 2010 confirmed in Town Hall diary.

- **Plant Sale and Swap:** – 22 May 2010. Seeds to be grown by volunteers.
- **Front and Back Gardens Competition:** team organising this event: Mrs C Langler; Mrs T Palmer and Mrs R Cassidy. Date to be confirmed. Mrs G Follett suggested that if the leaflet is produced in readiness for April it could be circulated in readiness for April it could be circulated at the Henley Festival of Flowers launch.
- **Pubs and Restaurant Competition:** date to be confirmed.
- **Gardeners Question Time:** now incorporated into Henley Festival of Flowers week – 20 May 2010.
- **YMCA Project:** Mayor, Councillor Mrs E Hodgkin advised after having various meetings with the YMCA, Lions and residents. There would be three phases to this project. The first phase would involve a replanting in front of the YMCA building to remove and replace old shrubs. Toad Hall to provide the plants planting to be included in the Gardening Buddies schedule. Phase 2 would be to create a seating area, designs to be confirmed. Phase 3 would be a building of a BBQ. YMCA to send out a letter which would go from the YMCA, HIB and Lions Club of Henley to potential donors to provide funds for the project.

559. DATE OF THE NEXT MEETING

The following date and times were proposed for the next meetings:

Henley Festival of Flowers Working Group - Thursday, 25 March 2010 at 9:30am in the Committee Room of the Town Hall

Henley in Bloom/Civic Pride Sub Committee – Thursday, 25 March 2010 at 10:30am in the Committee Room of the Town Hall.

The meeting closed at 11:40am.

Present: The Mayor, Councillor Mrs E Hodgkin (Chairman)
Councillor A Follett (Vice Chairman) - Minute taker
Ms Carolyn Molyneux (Delegate Services)
Mrs Ruth Cassidy
Mrs G Follett
Mr R Reed
Mrs M Taylor (Henley Camera Club)
Mrs Jane Rowton-Lee (Henley Flower Club)
Varina Clark (URC)

FESTIVAL OF FLOWERS - 16 – 22 MAY 2010

1. Flower Arranging Demonstrations

Jane Rowton-Lee reported that HFC will confirm arrangements at their March meeting- agreed details were:-

- Afternoon & evening sessions with separate tickets
- Ticket distribution by end of March
- Admission price £5 per person - run raffle for displays & put £1 from tickets into refreshments
- Ticket / flyer printing to be arranged via H Std - **EH to see N. Ratcliffe**
- Trophy - HFC to look at possibilities
- Apply for FOC use of Large Hall – **AF & EH**
- Need to sell at least 60 tickets per session
- HFC to get an allocation of tickets
- Bob Harris is the speaker / demonstrator
- Promote to local clubs / WI etc
- Announcements in press - **R Reed to action**
- Decoration in Town Hall (stairs etc) to remain all week - **EH to confirm with JRL**
- Agreed £250 spend from H in B budget to purchase flowers - but look to florists (White Garden etc) to help sponsor - **CM to contact**
- Helpers needed on selling tickets, refreshments, laying out hall etc

2. Shop Window Flower Display Competition

CM confirmed Hotel Du Vin will sponsor by providing a lunch and prizes

Ideas on central “theme” ? Hotel Du Vin card / menu etc

CM needs H in Bloom logo - **EH to send**

Theme will be “A Riot of Colour”

Cup / prizes - **CM to investigate**

Ideas on company sponsorship needed – eg half price hanging basket if £100 sponsorship given - **CM to progress**

Distribution of flyers needed - CM to arrange with help from others.

3. Photo Competition

MT reported that URC would be happy to host – Display for the week and judging on Weds 19/5. – **MT to discuss** floral arrangements in URC concourse & sponsorship.

Possible Judge – Charlotte Snowden.

Confirmed this would be for Camera Club members only – about 25 people.

4. Primary Schools Involvement / competition

AF confirmed RRM will host from 17 – 20 May

“Flower art” exhibition - “Anything on paper that can be hung related to Flowers” - Paint / collage etc. Possible judges – Patricia Jordan /RRM staff also a “voting box “ for best exhibit for visitors

Prizes from RRM to be arranged for age groups 4 – 7 and 8-11 years
AF / EH to follow up with primary schools & RRM

5. Question Time

Arrange for Thurs 20/5 evening - Large hall booked.

Ticket price will be £5 to include a glass of wine

M Sheldrake of Toad Hall & Allotment Assoc. members will take part - possible speaker from Oxford Botanical Garden - **EH to follow up**

6. “Plants on the Move” & Plant Sale - Saturday 22/5

Plant Sale in market place - GF /AF / EH / RR to arrange

AF / GF & RC presented their ideas on this “parade” around the town-

? band / drummer /town crier - **EH to investigate**

Main task was to get people/ families, schools, clubs etc interested in taking part.

£5 entrance fee

Martyn Sheldrake has agreed to help judge and distribute flyers etc

EH & AF have arranged both an advert (FOC) and editorial in Toad Hall GC magazine to be distributed in mid-April

Bucket charity collections would be allowed.

Mr Toad uniform to be confirmed from RRM - **AF to follow up**

Preview / demo day suggested on Sat 10 April in Market Place to encourage entrants & promote Plant Sale etc - **AF/GF/RC to take forward**

Contact with schools before Easter hols - AF, RC & EH

Flag Poles in Market Pl. - **EH to arrange**

7. Summary of literature / printing needed - EH to speak to R Reed & Higgs

- Overall Programme

- Flyer – Flower Arr. Demos in Town Hall

- Flyer on Plants on the Move – for Toad Hall & general distribution.

- Flyer on School painting competition

- Poster on Shop window Comp. and whole week - CM to arrange

- Tickets sales via HIC, Delegate Services, ? Shops etc - CM to investigate

8. Date of next meeting - Thursday 25 March at 9.30 - Town Hall prior to next Henley in Bloom Committee meeting

The meeting closed at 10.30am