

Present: Councillor Mrs E Hodgkin (Chairman)
Councillor Mrs J Bland
Councillor A Follett (substitute for I Reissmann)
Councillor Miss L Hillier
Councillor Mrs R Myer
Councillor Miss L Pye
Councillor S Smith
The Mayor, Councillor Mrs J Wood (ex-officio)
The Deputy Mayor, Councillor C I Pye (ex-officio)

In Attendance: Mr M Kennedy – Town Clerk
Ms N Taylor – Committee Administrator – Minute Taker

Also Present: 1 Member of the Press
3 Members of the Public
Councillor D Nimmo-Smith
Mr John McCall – Tjames Telecoms Ltd
Mr Peter Oxtoby – Tjames Telecoms Ltd

59. APOLOGIES FOR ABSENCE

Apologies were received from Councillor I Reissmann (Councillor A Follett – Substitute) and Councillor Mrs P Buckett.

60. DECLARATIONS OF INTEREST

None received.

61. PUBLIC PARTICIPATION SESSION

Mr Will Hamilton – 153 Reading Road

Q - With regards to the night time economy of Henley, how do the Police propose to deal with such problems as anti social behaviour and Youths buying alcohol from the Esso Service Station.

The Town Clerk advised Members that unfortunately the Police were unable to attend the meeting tonight and had sent apologies, he then went on to read from an e-mail from Sgt Graham Pink advising that crime levels are still down year on year. There have been 48 less criminal offences in the town compared to the same period last year 1 April to 20 September. The team are now fully up to strength as PCSO Helen Anderson is returning to full duties after a period of extended sickness.

The Town Clerk also advised that after Mr Hamilton raised this issue of the problems at the Esso Service Station at Full Council he made contact with Sgt Pink who gave the following response:

In relation to Mr Hamilton's comments about the Esso Service Station. I have checked our records for the last 3 months and there is only 1 related incident which was a fight at the petrol station at 0400hrs in the morning. I have received no calls from residents asking for our attendance to any issues.

Surprise was expressed by Members that this issue was being raised with the Town Council and not with the Police.

Members were informed that South Oxfordshire District Council have an Environmental Health telephone number that can be phoned day or night if residents are experiencing any problems – the information reported will then be passed to the Police.

A Member advised that he had raised this issue at the Neighbourhood Action Meeting with PC Mrs Vicki Simms and she had also advised that she was not aware of any problems being reported.

It was suggested that anyone who is nervous or frightened by anything should dial 999 – the Police will not be upset and think that their time is being wasted.

62. MINUTES

The Minutes of the meeting of the Town and Community Committee held on 14 September 2010 were received, approved and signed by the Chairman as a true record.

63. POLICE

(i) Apologies were received from Sergeant Pink.

The Committee **RESOLVED to RECOMMEND**

that the Police be invited to attend the next meeting in December.

Action: Committee Clerk to invite the Police to attend the next meeting in December.

A member reported receipt of complaints about the Doormen / Security Staff at Diamonds and Pearls and requested that a letter be sent to the Police to ask if they had received any complaints.

The Committee **RESOLVED to RECOMMEND**

that a letter be sent to the Police asking if they had received any complaints about the Doormen / Security Staff at Diamonds and Pearls, with a copy of the letter being sent to Licensing at South Oxfordshire District Council.

Action: Committee Clerk to send letters to the Police and SODC

(ii) The Committee considered a Memorandum of Understanding for the provision of a Police Community Support Officer for the period 1 April 2011 to 31 March 2013 and made the following observations:

In response to a Member's question as to why this item was being discussed, the Committee was advised that it was on the agenda following the Full Council meeting, when the cost of providing a dedicated PCSO for Henley was requested.

A Member queried why Henley paid for the provision of a dedicated PCSO when other Councils do not make any financial contribution to the Police, yet still received the same dedicated PCSO service.

Councillor Miss L Pye joined the meeting at 7.45pm.

Concern was expressed regarding extended sick cover, and a request was made for reassurance that if this was to take place that a replacement PCSO would be provided rather than a refund of fees paid.

The Committee **RESOLVED TO RECOMMEND**

that subject to approval by Finance Strategy & Management and Full Council for the 11/12 budget that a meeting be arranged with the Town Clerk, Councillor Mrs E Hodgkin and a representative of the Police to discuss how the PCSO will be reporting back to this Council, the cost of the service for the next year and clarification of sick cover for extended leave.

64. WIFI IN HENLEY

(i) The Chairman welcomed Mr John McCall – Business Development Manager and Mr Peter Oxtoby Managing Director of T James Telecoms Ltd, who gave a short presentation on the possible provision of WiFi in Henley on Thames.

Information was sought on how sympathetic the equipment used is within Conservation Areas. Members were informed that site surveys are always carried out before any installation takes place to find the best possible position for any equipment and that the control boxes are no larger than a burglar alarm

Clarification was sought on the security of the network and the benefits of WiFi since 3G offer free emails. The Committee was informed that it will not be possible to hijack the network, as the mobile operator will off load the service and pay so the end user will still have the same security.

Information was requested on how many access points would be needed around the town. A radio survey would need to be carried out but normally each access point covers 100 yards.

A question was asked as to how sympathetic businesses are to the installation as Starbucks in London are removing their WiFi. Members were advised that businesses in Wallingford were very sympathetic to the installation there and were

very keen to be involved, unfortunately names can not be given as Tjames Telcoms can see traffic but not users.

Mr McCall confirmed that there would be no digging up of roads or pavements as the boxes and masts would all be placed on buildings and any planning / listed building issues would be taken into consideration.

Responding to a question on whether anyone inside the Town Hall could use the WiFi network if a box was installed on the outside of the Town Hall, Members were advised that it was possible that they might be able to get some cover but that an access point could also be placed inside the Town Hall.

The question of cost was raised and the Committee was advised that costs would obviously depend on what was required, and that the Wallingford network cost approximately £45K which covered both streets, the river, the Festival Site, the Lido and the Kincroft. It was confirmed that the WIFI in Wallingford was joint funded with SEEDA / SODC.

As Henley has a college with lots of students who would all want to have access it would require a system that could cope with heavy use and it was suggested by Mr McCall that a fibre connection would probably be more suitable for the town.

A Councillor questioned if connection was made via a BT line and was advised that yes, either BT or Virgin, and either DSL or Fibre – Virgin Cable is also an option. As Henley does not have fast speed broadband available several telephone lines can be taken together to provide the fast speed required, or another option would be to go outside of Henley to find the fastest broadband speed available – this would possibly require a microwave link which would be powered by mains electricity so mains access would be required.

A Member questioned whether the Festival sites on the other side of the river would need permission to provide WiFi access, and was advised that a conversation should take place and then a fee could be discussed for use of the service.

A Member asked how would people in surrounding areas use this service if points need to be close together, and was advised that the internet connection could be extended to about 5 miles quite easily with a Microwave Link. It was explained that this system could not be used in the centre of town as communication was only possible point to point and the Microwave Link would still need to communicate with a communication point.

When asked if there would be masts all over the town the Committee was assured that in town it would not be masts just boxes, and in respect to health concerns the boxes require only a small amount of energy which would be no more powerful than what used at home for each access point.

The Chairman thanked Mr John McCall and Mr Peter Oxtoby for attending the meeting. Mr McCall and Mr Oxtoby left the meeting at 8.35pm

(ii) Members were advised that SEEDA funding for the WiFi scheme had been sourced but unfortunately Henley Town Council do not fall under South Oxfordshire District Council but the Chilterns who have turned the request down. However discussions were still in place with Caroline Woods at South Oxfordshire District Council.

It was **RESOLVED TO RECOMMEND**

That a working party to include Councillors Mrs J Bland, Mrs E Hodgkin, D Nimmo-Smith the Town Clerk and any other interested Councillors be formed to explore in more detail, the Tjames Telecoms' proposal along with alternative WIFI providers.

65. PROGRESS

The Committee received a report on progress and noted the information.

66. BUDGET

The Committee received and considered the budget report to September 2010.

It was **RESOLVED**

that the report be noted.

67. HENLEY TOWN CENTRE LITTER WORKING GROUP

(i) The Committee received notes from the Working Group meeting held on Thursday 23 September 2010 and noted the information.

(ii) The Committee received a report from Councillor A Follett on the provision of new litter bins in Henley.

The Committee **RESOLVED TO RECOMMEND**

that this Council purchase a minimum of 5 new twin compartment recycle type bins for the following locations: Market Place (2 bins), Deanfield Avenue (College area), Greys Road / Deanfield Avenue junction and Bell Street (Boots / Bus stop area). Funding to be taken from the Capital budget as approved for 2010/11, and after consultation with South Oxfordshire District Council and Verdant officers on location and supplier the bins should be installed by February 2011;

that this Council seeks assistance from South Oxfordshire District Council officers regarding installation costs / arrangements and any regulatory permission required; and

that a request be made to South Oxfordshire District Council for the supply of additional recycle bins which can be installed in conjunction with the 5 new bins purchased by this Council

68. YOUTH COUNCIL / HENLEY TOWN COUNCIL LIAISON WITH YOUNG PEOPLE

Members considered the way forward with the Youth Council and liaison with young people in the town having regard to a report presented by Councillor A Follett and a more detailed paper prepared by Sam Bowden, co-ordinator for Transforming Henley for Young People and made the following observations: -

It was acknowledged that unfortunately school timetables are very busy and finding the time for both teachers and students to take part in the Youth Council is difficult, but it is important to retain the Youth Council as all the children enjoy taking part and being involved. It was also recognised that staff time will need to be called upon for the administration of the Committee.

The Committee **RESOLVED TO RECOMMEND**

that a working group be set up in the early part of next year to consider this matter in more detail.

69. TRAFFIC ADVISORY COMMITTEE

The Committee received the minutes of the Traffic Advisory Committee meeting held on 5 October 2010 and after making the following observations noted the information.

Item 11 – School Crossing Update. Oxfordshire County Council are reluctant to provide any traffic calming measures. As there have been no deaths, it was considered that no action is required.

All schools were encouraged to apply pressure to Oxfordshire County Council through their travel plans.

70. HENLEY ROYAL REGATTA

The Committee received the notes of an informal meeting held on 24 September 2010 and noted the information.

71. HENLEY INFORMATION CENTRE

The Committee received a footfall report to the end of September 2010 and after observing that the 6 month review is being considered at the Finance Strategy and Management Committee next week noted the information.

72. REGISTRATION OF TOWN HALL FOR MARRIAGE CEREMONIES

The Committee received a report from the Information Centre Manager on the feasibility of using the Town Hall for Marriage Ceremonies.

The Committee **RESOLVED TO RECOMMEND**

that this Council makes budget provision in the current year of £2,500 for the license fee and extras, the cost to be funded from income to be generated in 2011/12

that the following charges, excluding the Registrars' fee be applied for Wedding Ceremonies for a two hour hire.

Monday – Friday Committee Room/Mayors Parlour £250

Council Chamber	£250
Large Hall	£500

Saturday – Sunday - As above plus an additional £50 for staffing costs.

73 **CITIZENSHIP CEREMONIES**

The Mayor, advised the Committee that she and the Mayor's PA had recently attended a Citizenship Ceremony in Oxford after being approached by a Deputy Lord Lieutenant who had suggested that Henley Town Council may like to host Citizenship Ceremonies in the Town Hall.

Members were informed that the Registrars would bring with them everything that was needed for the ceremonies including a photographer, papers, flags and three officers, with the only cost to the Council being for the hire of the room and refreshments for all who attend. Each person who participates in the Ceremony can bring with them 2 guests and all their immediate family members.

Only people who live in Oxfordshire would be allowed to attend a Ceremony at the Town Hall.

Members made the following observation:

How many people who actually lived in Henley would take part in these Ceremonies; Whether it was right to spend Henley Town Council monies on people who did not live in Henley especially in times of financial restraint.

The need for more information as to what rights these ceremonies give to the people who take them and how many people would want to take part.

It was proposed and seconded that we cautiously agree to host these Ceremonies but seek further information.

A Vote was taken – Motion lost.

It was proposed and seconded that no further action be taken in respect to Henley Town Council hosting Citizenship Ceremonies at the Town Hall.

A Vote was taken – Motion Carried.

The Committee **RESOLVED TO RECOMMEND**
that no further action be taken.

74. EXCLUSION OF THE PUBLIC AND THE PRESS

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

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

75. MINUTES OF THE CONFIDENTIAL SESSION OF THE MEETING OF THE TOWN AND COMMUNITY COMMITTEE HELD ON 26 OCTOBER 2010

WiFi IN HENLEY

The Committee was informed that the company who had installed WiFi in Abingdon had done so at no charge to the Council. This company are now carrying out a feasibility study of Henley to see if it can also be provided here without charge. A report will be taken to a meeting of the Working Party.

The Town Clerk advised that he had also received a phone call from another local company who would be interested in tendering for the job – details to be taken to the Working Party.

The meeting closed at 9.30pm