

**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND
A MEETING OF
THE TRANSPORT STRATEGY GROUP
TO BE HELD ON
MONDAY 16 OCTOBER 2017 AT 6:00PM
IN THE COUNCIL CHAMBER, TOWN HALL
HENLEY ON THAMES**



Mrs J Wheeler
Town Clerk
10 October 2017

MEMBERSHIP:

The Chairman, Councillor S Gawrysiak – Oxfordshire County Council (OCC)
The Vice Chairman, Councillor Ken Arlett – Henley Town Council (HTC)
Councillor Sara Abey - HTC
Councillor Helen Chandler-Wilde – HTC
Councillor Will Hamilton - HTC
Councillor Miss L M Hillier – South Oxfordshire District Council (SODC)
Councillor I Reissmann - HTC
Councillor Jane Smewing - HTC
Councillor K George – Harpsden Parish Council
Councillor T Wright – Harpsden Parish Council
Councillor J Halsall - Remenham Parish Council
Councillor D Poulos – Remenham Parish Council
Mr I Clark
Mr P Fleming, Henley in Transition
Mr D McEwen, Henley in Transition

Members are reminded to sign the attendance book

AGENDA

1. APOLOGIES FOR ABSENCE

TO RECEIVE apologies for absence.

2. 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

3. PUBLIC PARTICIPATION

TO RECEIVE questions or statements from members of the Public.

The following rules shall apply:

- You 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).
- Questions from the town's residents will take priority, followed by property owners, businesses and then non-residents.
- All speeches shall last for no more than 2 to 3 minutes.
- 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.
- 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.
- 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.
- 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.
- Questions which require the disclosure of exempt or confidential information will not be answered.
- 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.

4. **MINUTES**
TO APPROVE the Minutes of the Meeting held on 4 September 2017 (attached).
5. **REVIEW OF TERMS OF REFERENCE**
TO REVIEW the amended Terms of Reference for the Transport Strategy Group for the Municipal Year 2017-2018. Non-Councillor members of the Committee are requested to confirm their acceptance of the Code of Conduct in accordance with the requirements of the Localism Act 2011, Section 27. (Documents attached)
6. **UPDATE ON BUS WORKING GROUP**
TO RECEIVE a verbal update on progress on the Bus Working Group.
7. **UPDATE ON CAR CLUBS**
TO RECEIVE a verbal update on possible Car Club operators for Henley.
8. **CONSIDER AIR QUALITY MEASURES AS COMMUNICATED TO SODC AND OCC**
TO RECEIVE a verbal update on responses to the emails sent to SODC and OCC on Air Quality.
9. **DATE & TIMING OF NEXT MEETING**
TO CONSIDER a mutually agreeable time for the next meeting of the Transport Strategy Group.
10. **EXCLUSION OF THE PUBLIC AND THE PRESS**
TO CONSIDER the following motion:

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 publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.
11. **CONFIDENTIAL**
TO DISCUSS forthcoming seminar with Transport Consultant

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10 October 2017