

Present: Mayor, Councillor Mrs J Wood (presiding)
Councillor Mrs J Bland
Councillor Mrs G M Dodds
Councillor A Follett
Councillor C W Gibson
Councillor Miss L M Hillier
Councillor Mrs E Hodgkin
Deputy Mayor, Councillor C Pye
Councillor D Nimmo-Smith
Councillor Miss L H Pye
Councillor I Reissmann
Councillor S Smith
Councillor Dr B Wood

In Attendance: Mr M W Kennedy – Town Clerk
Miss J Smith – Minute Taker / Committee Administrator
Mr C Austin - Town Sergeant

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

The Town Clerk read out the fire evacuation procedure and reminded Councillors and members of the public of the Code of Practice relating to Public Participation as stated on the agenda.

60. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Mrs P G Buckett, Mrs R Myer and Dr P Skolar. An apology for lateness was received from Councillor Mrs J Bland who was attending a South Oxfordshire District Council Scrutiny Committee.

61. **DECLARATIONS OF INTEREST**

Councillor Miss L Hillier – Minute 105 Town and Community – Continental Markets – personal and prejudicial interest as a local trader.

Councillor D Nimmo-Smith – Minute 108 Finance Strategy and Management – Progress Report (Northfield End) – personal as a County Councillor.

62. **MINUTES**

The Minutes of the Full Council meeting held on 11 January 2011 were approved and signed by the Chairman, as a true record.

Matters Arising from the Minutes:

Minute 54 – Councillors Attendance Records

A Member asked why this item had not appeared on the last Finance Strategy and Management (FS&M) agenda as minuted and was informed by the Committee Chairman that he had requested the item be removed due to the high number of agenda items for discussion. A motion that attendance records for Full Council meetings be presented to FS&M agenda with a decision as to whether attendance records for all Committees be also presented to Committee, was declared lost, where upon. It was

RESOLVED that no further action be taken in this matter.

63. **PUBLIC PARTICIPATION**

Mr K Arlett, Elizabeth Road

Mr Arlett referred to Minute 53 of the last Full Council and asked to hear what action Councillor D Nimmo-Smith had taken to prevent the withdrawal of funding for the Henley Youth Centre. In addition, he stated that whilst Councillor Dr P Skolar was on a three month holiday he was still receiving an allowance from Oxfordshire County Council of around £5k. He asked Cllr D Nimmo-Smith to comment.

Councillor D Nimmo-Smith agreed to address Mr Arlett's question on the Henley Youth Centre during his County Councillor Report. However, he had no comment to make regarding Councillor Dr P Skolar allowances.

Mr R Atkin, Elizabeth Road

Mr Atkin referred to Minute 114 of the FS&M meeting held on the 25 January regarding the proposal to create a new footpath around the Council's 40 Acre Field. He said there had been no consultation with regular users of the field and asked whether the width of the footpath could be made wider than the proposed 1.5m and suggested 4m instead.

It was confirmed Mr Atkin's comments had been noted.

Mr J Hobbs, Hobbs of Henley

Mr Hobbs advised that he was disappointed that Hobbs of Henley had not been granted an exclusive licence to use the Red Lion Lawn Mooring. He urged that this decision is taken back to Committee as there were a number of issues regarding health and safety and public liability that he wanted Members to be aware of plus he wanted to make a representation to Committee.

Mr Hobbs was advised that this matter would be discussed under reports of committee for Town and Community later in the meeting,

Mr C Russell, Bell Street

Mr Russell advised that the saga of Northfield End continues and that uncertainty surrounds the clamper's billing address. He also made reference to the developer submitting a planning application for 92-102 Bell Street to convert part of the triangular grass area to create a new arrangement for parking vehicles which would lead to the removal of four trees. He urged the Council that this was now the time to exercise its right to veto to prevent OCC proceeding with its stopping up order.

Mr Russell was advised that Northfield End would be discussed under reports of committee for Finance Strategy and Management later in the meeting.

Mrs P Hare, New Street

Mrs Hare asked if the Council was aware that there appeared to be a breach of planning for 2A Bell Lane, where two cottages were being developed. Planning had been approved for one cottage to be built on the site of a lean-to garage area and alterations and extension to a listed two storey building. However, it appeared that this building had now been pulled down.

The Town Clerk confirmed that he would bring this to the attention of the Enforcement Officer and it was confirmed that this issue would be addressed under reports of committee for Planning later in the meeting.

Mr M Akehurst, Two Tree Hill

Mr Akehurst referred to the Henley Standard article on the relocation of Henley station and urged the Council that with well over 80% of users of the station being commuters that the station remains on the current site.

It was confirmed that the station would not be moved without a proper consultation.

Mr A Duckett, Kings Road

Mr Duckett referred to the demolition of a bungalow at 98 Kings Road and it being replaced by a two-storey building. He requested that the application is called in and is heard by a full Planning Committee of SODC.

Mr Duckett was urged to speak with the planning officer who is handling the case at SODC who will take neighbours' concerns into account when considering the application. As HTC planning committee had previously given 'No Strong Views' to this application it was not possible to call this item in.

Mrs L Meachin, Lovell Close

Mrs Meachin stated that HGV's are constantly mounting the pavement in Greys Road because of on-street parking. She stated that this was extremely dangerous and she had taken photographic evidence.

Councillor D Nimmo-Smith agreed to address Mrs Meachin's concerns with Keith Stenning, Area Steward, OCC.

Mr K Arlett, Elizabeth Road

Mr Arlett referred to minute 105 of the Town and Community Committee – Continental Markets and the statement that 'in these hard times we must do what we can to protect our local businesses.' He asked how and who was going to make the decision on how to protect the local businesses by deciding on what should be sold at these markets. A member confirmed that she believed that the Council does protect our local businesses and that these markets bring additional tourism and business into the town.

64. **DISTRICT/COUNTY COUNCILLOR REPORTS – VARIATION TO THE ORDER OF BUSINESS**

In the absence of Councillor Mrs J Bland who would be attending the meeting later, it was

RESOLVED that the District and County Councillor reports to be considered when Councillor Mrs J Bland is in attendance.

65. **FEEDBACK FROM REPRESENTATIVES ON OUTSIDE BODIES**

Members had before them a report from the Town Clerk on Henley College Community Liaison Group copy attached to the agenda, requesting the appointment of two representatives to the Henley College Community Liaison Group. It was

RESOLVED that the Mayor and the Chairman of Town and Community Committee be appointed to attend the Henley College Community Liaison Group meetings for the remainder of the Local Government Year.

66. **MAYOR'S REPORT**

Members had before them the list of Mayoral engagements from 22 December 2010 to 9 February 2011 inclusive, copy attached to the agenda. It was

RESOLVED that the report be received and noted.

The Mayor referred to the charity fund raising pantomime on the 18 December 2010 which raised over £9k and highlighted it was performed by amateur, celebrity and professional actors and not by members of HAODS as stated on the report. She advised that she had been asked to be vice patron of the newly formed 'Clear Skies Children's Foundation'.

The Mayor reported that she had been privileged to receive a bible from the Gideon's Society on 21 January. On 25 January, she had attended the 'Youth Speaks Presentation' organised by the Rotary Club where listening to the presentations had been a joy as they were superb and very interesting. Her attendance on 27 January to Oxfordshire Music Service concert had been wonderful as the audience was full of children who participated in the singing. Finally, she was delighted to report that Sacred Heart School had invited her to open a new Astroturf playing field which had replaced part of the old school yard and that the school had successfully raised £25k towards this venture.

67. **REPORTS OF COMMITTEES**

- (i) The Minutes of the meeting of the Planning Committee held on 11 January 2011 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Planning Committee held on 11 January 2011 and the recommendations therein be received, approved and adopted, save to the following extent:

The Chairman pointed out that under minute 150 two of the comments had been recorded under the wrong application numbers and revised copies of the minutes of this meeting had been tabled.

- (ii) The Minutes of the meetings of the Planning Committee held on 1 February 2011 and were before the Council. It was

RESOLVED that the Minutes of the meeting of the Planning Committee held on 1 February 2011 and the recommendations therein be received, approved and adopted.

Arising from the report:

Minute 162 – 2A Bell Lane

A Member referred to this application for the 'Demolition of a single storey commercial garage workshop, retention, alteration and extension of two storey building with change of use to form two cottages and associated parking.' He asked why a listed building was being demolished without planning permission. He recommended that SODC be contacted to see if they were aware of the breach of planning permission. It was agreed that emails should be sent as a matter of urgency addressing the Council's concerns with the District Councillors following up on this matter.

Post meeting note: Email sent on the 16 January to Tom Wyatt, SODC Case Officer and a response received and circulated to Members.

A member stated she was appalled that the planning application from Grovelands, St Andrews Road had been approved despite objections made by the Town Council and residents.

- (iii) The Minutes of the meeting of the Town and Community Committee held on 18 January 2011 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Town and Community Committee held on 18 January 2011 and the recommendations therein be received, approved and adopted.

Arising from the report:

Minute 95 – Area Steward for South Oxfordshire

It was noted that the attendance of Mr Keith Stenning at the meeting had been well received by members and it was proposed that the offer Mr Stenning made to accompany Councillors on future road inspections be accepted. It was

RESOLVED that Mr Stenning be invited to accompany Councillors on future road inspections.

A question regarding pot holes was raised on whether the action of painting a white line around a pot hole absolves the County Council from any claim made against them for damage to a vehicle. It was

RESOLVED that the Town Clerk seeks clarification from OCC on this point.

Minute 96 – Amended Provisions of the Local Government (Miscellaneous Provisions) Act 1976 Relating to the Licensing of Sexual Entertainment Venues

A member reported that he had heard that during the school half term holiday a party was being held at Diamonds and Pearls, Greys Road for 14 -18 year olds and the local schools had been approached to publicise the event. One deputy head teacher had expressed her concerns that the venue was being used for a party for 14 – 18 year olds. A view was expressed that this further intensifies the argument against this type of establishment being in the town centre.

Minute 101- Youth Council

The recommendation in this minute called for two other Councillors to meet with the Transforming Youth Group. Post meeting it was noted that Councillor Mrs P Buckett had volunteered. Councillor G Dodds agreed to be the fourth member of the working group. It was

RESOLVED that Councillors Mrs P Buckett and G Dodds be appointed in addition to Councillors Mrs E Hodgkin and Miss L Pye.

Minute 103 – Red Lion Mooring

Following Mr Hobbs' comments at Public Participation regarding Hobbs of Henley not being granted an exclusive licence for the use of Red Lion Lawn Mooring, it was proposed that Mr Hobbs should be asked to provide details highlighting the issues mentioned at Public Participation and that provided this was new information then the issue could be readdressed at the next Town and Community Committee with Mr Hobbs being given the opportunity to make representation to Committee. It was

RESOLVED that Mr Hobbs be asked to provide additional information to the Town Clerk and provided this was new information and subject to the Chairman's approval then the issue could be readdressed at the next Town and Community Committee with Mr Hobbs being given the opportunity to make representation.

8.40pm Councillor Mrs J Bland entered the meeting.

Minute 104 - Bus Shelters

A member stated that following the report regarding the refurbishment of existing and the provision of additional bus shelters around the town to be financed from Developer Funding that no resolution on this report had been minuted.

Members were reassured that the Committee had received the report and that three new bus shelters would be provided and two would be refurbished (repainted and re-glazed).

A member disagreed with the positioning of the three new bus shelters and proposed that the bus companies and bus users should be canvassed to decide which of the bus stops were the most utilised and that Swiss Farm be added to the list of locations. The motion was duly seconded, put to the vote but was defeated.

A further discussion took place regarding the length of time and the number of debates that had taken place regarding providing new bus shelters in the town and it was agreed that if this item was revisited there was a danger of losing the offer of funding from OCC. It was

RESOLVED that this Council supports the provision of three new shelters, the refurbishment of two others and the refurbishment of 25 bus stops at the locations specified in the report.

Arising from the foregoing, a member suggested that Arriva were worth approaching as they had second hand bus shelters which could be potentially an option for Swiss Farm.

Minute 106 - CCTV

A member asked why a verbal update had not been given at this meeting following a CCTV Management Group meeting held earlier on the 18 January. It was noted that the meeting notes from the CCTV Management Group would be presented at the next Town and Community Committee on 1 March 2011.

- (iv) The Minutes of the meeting of the Finance Strategy and Management Committee held on 25 January 2011 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Finance Strategy and Management Committee held on 25 January 2011 and the recommendations therein be received, approved and adopted.

Arising from the report:

Minute 108 – Progress Report – Northfield End (92-102 Bell Street)

Following the correspondence received (attached to the agenda) and the various requests made to OCC in the previous resolution it was agreed that there were still several unresolved issues namely: clamping; the status of the triangular piece of land and consultation with the Town Council as a statutory authority. After a lengthy discussion, it was proposed that HTC undertakes the following actions:

- Apply its veto under S130, subsection 6 of the Highways Act 1980 to prevent OCC proceeding with its stopping up order.
- Requests that OCC to enter into discussions with all interested parties to put together a plan so that this area is maintained and managed in a way acceptable to the community.
- Requests that OCC take similar action in other areas close by whose status is now known to be highway.
- Would reconsider its position on retaining the land in front of 92-102 Bell Street as highway when the above had been achieved.

The motion was put and carried on the Mayor's casting vote and

RESOLVED that HTC writes to OCC in the following terms:

- (a) Apply its veto under S130, subsection 6 of the Highways Act 1980 to prevent OCC proceeding with its stopping up order.
- (b) Requests that OCC to enter into discussions with all interested parties to put together a plan so that this area is maintained and managed in a way acceptable to the community.
- (c) Requests that OCC take similar action in other areas close by whose status is now known to be highway; and
- (d) Would reconsider its position on retaining the land in front of 92-102 Bell Street as highway when the above had been achieved.

Councillor D Nimmo-Smith asked that it be recorded in the minutes that having declared a personal interest he took no part in the debate and did not vote on the motion.

Minute 108 – Henley Information Centre (HIC)

It was discussed that as the HIC had originally been dealt with by the Town and Community Committee a further report should be presented to the next meeting of this Committee, instead of the Finance Strategy and Management Committee

as minuted, with a decision made as to whether the HIC Working Group should be convened to take forward any recommendations. It was

RESOLVED that as the HIC had originally been dealt with by the Town and Community Committee a further report should be presented to the next meeting of this Committee, instead of the Finance Strategy and Management Committee as minuted, with a decision made as to whether the HIC Working Group should be convened to take forward any recommendations.

Minute 114 – 40 Acre Field

A member addressed Mr Atkin's concerns expressed at Public Participation regarding the width of the new proposed footpath at the 40 Acre Field and whether it would be wide enough for it to be maintained by OCC. It was noted that 1.5 meters is the normal width of the footpath and that 4 meters would be considered a bridleway.

It was proposed that subject to consultation with the tenant of the 40 Acre Field and OCC the width of the new footpath should be a minimum of 2m. It was

RESOLVED that subject to consultation with the tenant of the 40 Acre Field and OCC the width of the new footpath should be a minimum of 2 meters.

Minute 119 – The Tree of Light

It was noted that a request from Mrs S Yeates regarding the 'Tree of Light' project had been received ahead of the Full Council meeting. She had confirmed that she would like to present the project to Full Council at a date later in the year. In addition, the organisers are going to be using the Council Chamber on the 3 March 2011 to present the 'Tree of Light' Project to the local schools and that they would have to pay for room hire. It was proposed that no charge be made for the use of Council Chamber for the organisers of the 'Tree of Light' project on the 3 March 2011. It was

RESOLVED that no charge be made for the use of Council Chamber for the organisers of the 'Tree of Light' project on the 3 March 2011.

Minute 120 - Electoral Review of Oxfordshire

Members were reminded to submit comments to the FS&M Chairman by the 25 February 2011 so that a consolidated proposed response could be included on the next FS&M agenda for agreement.

- (v) The Minutes of the meeting of the Recreation and Amenities Committee held on 1 February 2011 were before the Council. It was

RESOLVED that the Minutes of the meeting of the Recreation and Amenities Committee held on 1 February 2011 and the recommendations therein be received, approved and adopted.

- (vi) Townlands Steering Group

The Chairman updated members that the Prior Information Notice (PIN) had been published in The European Journal and that there had been a good response with seventeen applicants to date interviewed. He stated that the timetable announced at the meeting on the 24 January was still on target and outlined the following key dates:

March	Stage 2 Outline Business Case to PCT Board
April	Issue Pre-Qualifying Questionnaire
June	Short List Organisations/Initiate Competitive Dialogue
July	Competitive Dialogue
August	Submit Final Tender
September	Evaluation/Final Business Case to PCT Board
Oct-Dec	Contract Signed (subject to Planning Permissions)

It was noted that there would be time allowed and the opportunity for community to have their feedback into the evaluation.

Reference was made to the Primary Care Trust and OCC Joint Working Proposal (section 75), a legal template, which was well known and understood by both organisations and by the 13 March would include the financial model ensuring capital would go into the Townlands Project and be approved by the PCT.

The Chairman updated members with the outcome at the public meeting held on the 24 January where PCT gave assurances that they were completely committed to finalising the Townlands Project before PCT's are abolished in 2013. He highlighted that The Royal Berkshire Hospital was involved in discussions and that this involvement is likely to be expanded once again showing their commitment to the project.

Reference was made regarding the NHS reorganisation inaugural meeting that was held on 27 January 2011 which had reconfirmed that the NHS reorganisation would be going ahead with local GP's forming consortiums. It was noted that the TSG needs to engage with the relevant GP Consortiums.

A member made reference to the fact that because no written reports were being produced following meetings it was felt that members were not being kept fully in the loop on the progress of the project and that there was a need for them to be much more closely informed.

It was explained that at the last public meeting it had been suggested that minutes are taken and it was confirmed that this would be the case for future meetings.

68. **DISTRICT/COUNTY COUNCILLOR REPORTS**

Members had before them three reports from District Councillors Mrs E Hodgkin, Miss L Hillier and Mrs J Bland and a report from County Councillor D Nimmo-Smith, copies attached to the agenda. It was

RESOLVED that the reports be received and noted.

County Council Report

Reference was made to the report on the Henley Youth Centre and the fact that the youth centre worker would be expected to travel to Didcot once the Hub structure is in place (the Henley area would be served from the Didcot Hub). It was confirmed that the existing Henley Youth Centre would remain in operation until July 2011, however, the funding until this time did not take in account the part timer workers and the Centre would not be able to operate with one worker. In addition, on the 31 March the Centre would lose its maintenance grant.

A member referred to the switching off of street lighting from midnight to 05.00am in the town and whether the option of censored lighting could be considered and it was agreed that this idea would be taken back to OCC for consideration.

County Councillor D Nimmo-Smith referred to the road maintenance work that would be carried out on the A4155 (Henley to Marlow Road) and he asked for County to consult HTC when this work is due to be carried out.

A discussion took place regarding County/District Councillors allowances and whether there would be cuts to these. It was confirmed that these allowances are decided by an independent panel and that 20% had been cut from County Councillor D Nimmo-Smith allowance. However, the terms and conditions of staff contracts does not allow for cuts to be made to salaries without the agreement of the employee.

District Council Report

A request was made that the string of red lights that are fixed to the Diamonds and Pearls nightclub wall in Greys Road car park are taken to the SODC Enforcement Officer.

The Chairman invited Councillors, officers and members of the public to join her for refreshments in the Mayor's Parlour.

The meeting closed at 10:10pm.

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Mayor