

Present: Mayor, Councillor Mrs E Hodgkin  
Deputy Mayor, Councillor S Gawrysiak  
Councillor M Akehurst  
Councillor Mrs J Bland  
Councillor D Clenshaw  
Councillor Miss S Evans  
Councillor W Hamilton  
Councillor Miss L Hillier  
Councillor D Hinke  
Councillor Miss K Hinton  
Councillor Ms L Meachin  
Councillor D Nimmo-Smith  
Councillor Mrs P Phillips  
Councillor I Reissmann  
Councillor D Silvester  
Councillor Mrs J Wood

In Attendance: District Councillor W Hall  
Mr M W Kennedy - Town Clerk  
Mrs P Price-Davies - Minute Taker / Committee Administrator  
Mr C Austin - Town Sergeant

Also Present: 1 member of the press  
2 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. He also drew members of the public's attention to the laminated rules placed on each seat in the public gallery.

**105. APOLOGIES FOR ABSENCE**  
None received.

**106. DECLARATIONS OF INTEREST**  
There were no declarations of interest.

**107. MINUTES**  
**(i)**The minutes of the Full Council meeting held on 9<sup>th</sup> April 2013 were approved and signed by the Chairman as a true record, save to the following extent:  
Minute No.98 – County Councillors' reports – The Townlands Development  
A member requested that the following words be inserted after The Townlands Development paragraph: 'The TSG Chair reported that Peter Skolar's view on the way John Howell had helped Townlands is not shared by anyone inside the project who were incandescent over the MP's failure to intervene effectively. John Howell cancelled his critical meeting in December with Matthew Tait (CEO, Primary Care Trust), replacing it with a phone call after intervention by the TSG Chair.

John Howell's letter to Jeremy Hunt was not reviewed by the TSG Chair or anyone associated with the TSG before being sent. As a result, the letter failed to communicate the urgency and importance of the matter to the Secretary of State for Health. The TSG Chair contrasted the longstanding failure of the MP to work with the TSG which was in contrast to his predecessor. The only way the issue of Townlands had been raised at senior Government level was by the Chair of the TSG using his

other conservative contacts to make personal representations directly to David Cameron.' It was **RESOLVED**

**that the minutes be amended to reflect the additional words.**

(ii) The minutes of the Special Full Council meeting held on 22<sup>nd</sup> April 2013 were approved and signed by the Chairman as a true record.

#### **108. PUBLIC PARTICIPATION**

*Mr K Arlett, Elizabeth Road*

Mr Arlett expressed his thanks and appreciation to the Mayor, Councillor Mrs E Hodgkin, for her Chairmanship of the Council during her mayoral year.

*Miss L Hillier, River Terrace*

Miss Hillier congratulated Councillor D Nimmo-Smith on being re-elected as the County Councillor for Henley and thanked him for all his work and commitment.

*Miss S Evans, Reading Road*

Miss Evans congratulated Henley Hawks on becoming League Champions following their recent victory against Worthing, thus promoting them to National Division 1.

*Mr W Hall, New Street*

Mr Hall raised the issue of the Council re-establishing a Youth Council Programme and his involvement and although after two years it had not come about, he commended it to the Council as a worthwhile scheme.

#### **109. DISTRICT/COUNTY COUNCILLOR REPORTS**

##### **District Councillors' Reports**

Members had before them reports from District Councillors Mrs J Bland and Mrs E Hodgkin. It was **RESOLVED**

**that the reports be received and noted.**

##### **Matters arising from the reports:**

Councillor W Hall gave a verbal update on the following issues:

**Waste Collections:** He confirmed that collections would be a day later this week. due to the Bank Holiday weekend.

**Community Investment Fund:** He reported that there had been no applications from Henley organisations and that the panel were scheduled to make site visits on the 18<sup>th</sup> and 20<sup>th</sup> June. He reported that more local organisations needed to be encouraged to apply for funding from this scheme. He clarified the conditions of the capital funding criteria and requested that the Council publicised it to the groups that they represented. It was confirmed that help was available to applicants wishing to apply for funding.

**Taxis:** He confirmed that the Taxi Tariff was still under review and that the system adopted in The Vale of White Horse was being considered.

##### **County Councillor Report**

County Councillor D Nimmo-Smith gave a verbal update on the following issues:

**Local Elections:** Following last week's elections, he confirmed that there was currently a minority administration and that new Cabinet Members would be in place next week.

**Damler Gardens:** He advised Council that he was currently dealing with the issue of parents from both St.Mary's School and Trinity Primary School on the school-run parking their cars and blocking in residents of Damer Gardens.

**Potholes:** He re-iterated the commitment that Highways had given in ensuring that the dangerous potholes throughout the town were scheduled to be repaired. Members complained about the lack of work being undertaken and he assured them that he would investigate the reason for the delay.

**Removal of bollards in the Town Centre:** He reported that the work to the second row of bollards sited in the Market Square had been approved and would be undertaken soon.

**Cycle Racks:** He informed Council that although various cycle racks had been installed, he was aware that some had not been satisfactorily mounted and this issue was currently being addressed.

**Marlow Road:** He reported that developments on the Vehicle Activated Sign on the Marlow Road were evident, a single pole had been erected and he expected that the rest of the equipment would be installed over the next two weeks.

**Cleaning of Road Signs:**The Mayor remarked on the fact that the road signs on one side of Gravel Hill had been cleaned but she enquired as to when the signage on the other side and the rest of the town would also be cleaned. Councillor D Nimmo-Smith said that he would enquire and report back to the Council.

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

Members had before them a report from the Town Clerk of the meeting of Oxfordshire Larger Local Councils held on 17 April 2013 (attached to the agenda), which was noted.

**111. MAYOR'S REPORT AND ANNOUNCEMENTS**

Members had before them the list of Mayoral engagements from 4 April – 1 May 2013 inclusive for the Mayor, copy attached to the agenda. It was **RESOLVED**

**that the report be received and noted.**

The Mayor announced that the Twinning between Henley Town and Bled, Slovenia had been extremely successful and that the Town had presented itself well throughout the hosting of the visitors.

**112. REPORTS OF COMMITTEES**

(i) The Minutes of the meeting of the Planning Committee held on 16 April 2013 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Planning Committee held on 16 April 2013 and the recommendations therein be received, approved and adopted, save for the correction in the named Councillors present to indicate that Councillor Miss K Gehrman was substituting for Councillor D Hinke and to Application P13/SO819/LB to show that Councillor Miss L Hillier did not abstain from voting on the application.**

The Minutes of the meeting of the Planning Committee held on 30 April 2013 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Planning Committee held on 30 April 2013 and the recommendations therein be received, approved and adopted.**

(ii) The Minutes of the meeting of the Town and Community Committee held on

16 April 2013 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Town and Community Committee held on 16 April 2013 and the recommendations therein be received, approved and adopted, save for Minute 117 which was the subject of a further confidential report to be considered by Council.**

*Arising from the report:*

Minute No. 108 – The Bus Shelter on the Reading Road

A member spoke of his concern regarding consultation with residents of the Reading Road. For the residents of 89 Reading Road, a bus stop being positioned outside their property was completely unacceptable for several reasons and he had written to both SODC and OCC on their behalf citing these objections. He was informed that he was within his rights to do this as part of the consultation process in his capacity as a Local Councillor.

Minute No. 115 – Removal of the Disabled Parking Bay in Hart Street

The Committee had recommended to Council the removal of a disabled Parking Bay from Hart Street. Following public reaction and opinion expressed afterwards members debated this issue further. It was **RESOLVED**

**that the proposal to remove a disabled persons parking bay in Hart Street be referred back to a future meeting of the Town and Community Committee for further discussion. It was suggested that the Traffic Warden Supervisor and a representative from a disability organisation should be invited to attend this meeting.**

Julie Perigo – The Henley Partnership Update

A member repeated his concern that the Chair of The Henley Partnership, Julie Perigo had still not provided the Articles of Association of The Henley Partnership, it was important that Henley Town Council were assured that the company was legally constituted. It was agreed that he would write an email to the Chair of the Town and Community Committee requesting the required information from Ms Perigo.

(iii) The Minutes of the meeting of the Finance Strategy and Management Committee held on 23 April 2013 were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Finance Strategy and Management Committee held on 23 April 2013 and the recommendations therein be received, approved and adopted.**

(v) The minutes of the Neighbourhood Planning Governance Committee (NPGC) meeting held on 12 April 2013 were before the Council. A member questioned the validity of the minutes since Councillor Silvester was no longer a member of the Governance Group and could not, therefore, substitute for Councillor D Nimmo-Smith as this was contrary to Standing Order 20A(a) – Appointment of Substitute Members from the same political group. Council, having agreed to suspend this Standing Order, **RESOLVED**

**that the Minutes of the meeting of the Neighbourhood Planning Governance Committee held on 12 April 2013 and the recommendations therein be received, approved and adopted.**

*Arising from the report:*

Minute No.15 – Appointment of Consultants

Councillor D Hinke, as Chairman of the Neighbourhood Planning Governance Committee confirmed that the Specification Brief for Consultants had been sent out to tender and several Planning Consultants had been invited to submit bids. He informed Council that Interviews were being held on Wednesday 29<sup>th</sup> May 2013.

Minute No.20 – Funding for the Neighbourhood Plan

The Chairman informed Council that SODC had confirmed that £15,000 was available in funding from SODC towards the cost of producing the Neighbourhood Plan and he felt that due to their encouragement, they had a reason to be positive about this invitation to apply.

Minute No.21 – SODC Officer Support

The Chairman confirmed that SODC had pledged to provide support from the District Council's Leisure Team in assisting in the leisure/sport provision within the neighbourhood plan.

Minute No.21 – Date of next meeting

The Chairman invited members to attend the next meeting of the Neighbourhood Planning Governance Committee which is to be held on Friday 24<sup>th</sup> May 2013 at 9am. He also invited members to help volunteer to run the stall they would be taking at The Harpsden Village Fete on Sunday 16<sup>th</sup> June 2013.

(vi) Townlands Steering Group (TSG) Committee

Members had before them a tabled report from The Chairman of the Townlands Steering Group. It was **RESOLVED**

**that the report be received and noted.**

The Chairman gave a verbal update, confirming that all aspects of the development were progressing as expected and that as long as the completion and financial agreement was achieved by the end of June, the scheduled date for the re-building of the Townlands Development by the beginning of August is still achievable.

Arising from the report:

A member expressed their concern about the provision for Mental Health Care within Henley and hoped that as part of the re-development of the site, centralisation of this care was a considered factor. The Chairman assured him that the relevant Trust agreed with this concern and was aware that if Mental Health Care was delivered at a local level then it had a higher success rate.

**113. ANNUAL TOWN MEETING**

The minutes of the Annual Town meeting held on 11<sup>th</sup> April 2013 were approved and signed by the Chairman as a true record.

Arising from the minutes:

Minute No.7 – Public Question Time

Members discussed the format of Annual Town Meeting. It was **RESOLVED**

**that the proposal to review the agenda for the Annual Town Meeting in order to hold a more community-based format be referred to a future meeting of the Town and Community Committee meeting for further consideration.**

**114. ANNUAL MEETING OF THE COUNCIL (MAYOR MAKING)**

Members had before them a report from the Town Clerk on The Annual Meeting of the Council. The Town Clerk summarised his report, outlining the key issues that he felt the Council should consider with regards to the delegated powers of the Town Medal Committee in relation to the Local Government Act of 1972. A motion that the nominations for the Town Medal shall be decided at a meeting of the Full Council was proposed. Following a full debate, the proposal was put to the vote and was lost on the Mayor's casting vote.

Subsequently, a further proposal was put forward that Council appoints a Town Medal Committee to make recommendations to Full Council for the Town Medal

Awards, the recommendations for nominations be distributed to all members of the Council. It was **RESOLVED**

**that Council appoints a Town Medal Committee with full delegated powers to make recommendations to Full Council for the Town Medal Awards, the recommendations for nominations to be distributed to all members of the Full Council.**

**115. EXCLUSION OF THE PUBLIC AND 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 were about to be discussed were considered to be confidential.**

**MINUTES OF THE CONFIDENTIAL SESSION OF THE FULL COUNCIL HELD ON 7 MAY 2013.**

**116. CONFIDENTIAL**

(i) *Licence fee for Market Place seating for the new Portuguese restaurant*  
Members had before them the report from the Town Clerk on Market Place Seating Licences. Having regard to the fact that Bloc was no longer trading and Patisserie Valerie had declined to pursue their licence, a debate ensued and the Council reconsidered the original request from Nuno Rosado for a Market Place seating Licence. It was **RESOLVED**

i) **that a Seating Licence be granted to Nuno Rosado (Portugese Restaurant) for £3200; and**

ii) **that delegated powers be given to the Town Clerk to decide all future licensing fees and arrangements on the Market Place, within parameters set by the Council to include:**

- **Maximum of 5 licenses per annum**
- **No application from Public Houses be permitted; and that**
- **The area outside 12/14/16 Market Place be kept free.**

The meeting closed at 9.30 pm.

*ppd*

*Mayor*

