

Present: Mayor, Councillor Miss L M Hillier
Deputy Mayor, Councillor J Brookes
Councillor S Evans
Councillor D Eggleton
Councillor Helen Chandler-Wilde
Councillor S Gawrysiak
Councillor Will Hamilton
Councillor Sarah Miller
Councillor D Nimmo Smith
Councillor I Reissmann
Councillor S Smith
Councillor Jane Smewing

In Attendance: J Wheeler - Town Clerk
P Price-Davies - Committee Administrator

13 members of the public
1 member of the media

101. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors M Akehurst, D Thomas, Sara Abey and Miss Kellie Hinton.

102. DECLARATIONS OF INTEREST

There were no declarations of interest.

103. MINUTES

- (i) The minutes of the Special Full Council meeting held on **29 March 2016** were approved and signed by the Chairman as a true record.
- (ii) The minutes of the Full Council meeting held on **29 March 2016** were approved and signed by the Chairman as a true record.

104. PUBLIC PARTICIPATION

Mr R Pinches, Marlow Road

Mr Pinches spoke on the annual Henley Summer Fireworks that had been held by his brother since 2010 on the Meadow Farm site, which they jointly owned. He wished to continue organising this display on the site and had negotiated with a supplier over producing a smaller display this year, thereby reducing the cost. A Member assured him that discussions were in hand over sourcing funding for this popular local event and that a formal announcement would be made in due course.

Mrs M Clarke, Elizabeth Road

Mrs Clarke spoke in support of the Summer fireworks taking place and urged Council to support this event that was enjoyed by visitors and residents alike.

Mrs V Alasia, Makins Road

Mrs Alasia spoke in both her capacity as a local resident and as a member of the Henley Society on the concerns of the reduction of subsidised local bus

services from July this year. The Chairman assured her that the Council were actively responding to the community's concerns and that a working Group was being formed.

Mrs G Dodds, Greys Road

Mrs Dodds urged Council to bring Agenda Item No.13. 353- 357 Reading Road site into Public session as she felt it was in the Public's interest to be able to hear the discussions and also the personal views of individual Members. The Chairman informed her that because this item was of commercial interest it had to remain in confidential session.

Mr D McEwen, Church Street

Mr McEwen confirmed that Henley in Transition were in support of the Council setting up a Bus Working Group to address the withdrawal of the OCC subsidy towards local bus services. The Chairman informed him that a meeting was scheduled to take place with Whites Coaches in response to the impact of this financial withdrawal.

Mr D Hinke, Elizabeth Road

Mr Hinke acknowledged a member of the public's request for facilitating 100% Affordable Social Housing on the Reading Road site but pointed out that due to it being on the periphery of the town and on a main road, it was inappropriate for this type of development and suggested that there were other sites that had been identified within the Neighbourhood Plan that would be more appropriate and integrated. He felt that the former Henley Youth Club site that had been sold to Developers would have been a much more appropriate site for affordable housing due to its proximity to town centre amenities.

He warned Council on the detrimental impact that increasing the development of Older People's accommodation would have on the levels of Community Infrastructure Levy (CIL) available for investing into the local infrastructure. He reinforced the need for the adopted Neighbourhood Plan to be adhered to, taking the needs of all sectors of the community into consideration. He felt it was important to instigate a meeting with SODC to be reassured that planning applications were assessed in accordance with the adopted Neighbourhood Plan.

Mrs P Philips, St.Mark's Road

Mrs Philips sought confirmation on which Members were responsible for ensuring that the adoption and the delivery of the Neighbourhood Plan was adhered to, she was informed that a Working Group had been recently established.

Mrs Philips enquired as to the developments of the Sound, Vision and Light System for the Town Hall, questioning why the allocated budget for this project had been reduced. She was informed that Members were currently researching options and costs of systems currently on the market.

Mr D Dickie, St.Katherine's Road

Mr Dickie repeated his request to seek confirmation on the legal standing of the Transport Strategy which he had still not received as he felt it was an important document determining the development of sites within the Neighbourhood Plan.

Mrs P Philips, St.Mark's Road

Mrs Philips sought confirmation again on who was responsible for the policing of out of date notices erected around the town as this issue was still not being dealt with within a satisfactory timeframe.

105. DISTRICT COUNCIL REPORTS

Members had before them reports from District Councillors S Gawrysiak and J Bland. It was **RESOLVED**

that the reports be received and noted.

Matters arising from the reports

In addition to her written report, Councillor J Bland reassured Council on the adoption of the Joint Henley and Harpsden Neighbourhood Plan, giving reassurance that SODC were fully supportive of it, along with the development of the sites within it. She confirmed that resources and Officers were being allocated to ensuring that it was adhered to.

Councillor Gawrysiak re-iterated this support and reassured Council that SODC would deal with any planning applications that did not adhere to the adopted Neighbourhood Plan accordingly.

COUNTY COUNCILLOR REPORT

Members had before them a report from County Councillor Nimmo Smith. It was **RESOLVED**

that the report be received and noted.

Matters arising from the report:

County Councillor Nimmo Smith called for stricter policing of the signage erected throughout the town.

A Member sought clarification on the actual figure of bus services that was being reduced throughout the County, he confirmed that it was approximately 10% of County bus services that would be affected by this action and that OCC were currently in discussions with the bus services in question over the viability of various solutions. A Member suggested that the bus services could generate income through selling advertising space on their vehicles. Members were in agreement that the Council should address the reduction of this vital local service.

A Member questioned him on whether the proposed devolution of services within the County would have an impact of the finances available for public services such as the subsidising of public transport. Councillor Nimmo Smith felt that there would obviously be savings and changes in both the availability and allocation of funding but it was not yet confirmed.

106. FEEDBACK FROM REPRESENTATIVES ON OUTSIDE BODIES

Councillor Jane Smewing reported that she had attended the Parish Transport Representatives Meeting that she had attended earlier at County Hall. The issues of subsidised Public Bus Services had been discussed and she explained that various community group initiatives that were taking action to save the bus services in question.

Councillor Jane Smewing updated Council on the arrangements for the upcoming Henley Boroma Friendship Association Group event scheduled for July. She also confirmed that they were keen to make this an annual event at Mill Meadows.

Councillor S Evans reported on the recent opening of the Henley Arts and Crafts Guild Exhibition at the Fire Station Gallery and relayed the members' thanks for all the support they had received from the Council.

Councillor J Brookes spoke in his capacity as a Trustee of the Henley YMCA, reporting that they had had raised £291,500k to date. He thanked all those local people and benefactors that had contributed to this figure.

107. MAYOR'S CIVIC ENGAGEMENTS

Members had before them the list of Mayoral Civic engagements from the Mayor for the period **21 March– 25 April 2016**. It was **RESOLVED**

that the list of Mayoral civic engagements be received and noted.

Matters arising from the Mayoral Civic Engagements

The Mayor reminded Council and the Public that the Police and Crime Commissioner election was taking place on Thursday 5 May 2016. She also expressed her thanks for all the support she had received during her Mayoral year and invited everyone to join her for refreshments in the Mayor's Parlour after the meeting.

108. REPORTS OF COMMITTEES

(i) The Minutes of the meetings of the Planning Committee held on the 5 April 2016 were before the Council. It was **RESOLVED**

that the Minutes of the meetings of the Planning Committee held on 5 April 2016 and the recommendations therein be received, approved and adopted.

(ii) The Minutes of the meeting of the Town and Community Committee, held on 5 April 2016 were before the Council. It was **RESOLVED**

that the Minutes of the meeting of the Town and Community Committee held on 5 April 2016 and the recommendations therein be received, approved and adopted.

Arising from the minutes:

A Member spoke on the issue of non-commercial vehicles blocking the loading bays on both Bell and Duke Street and the impact this had on vehicles making deliveries to the shops. This misuse of the bays caused logistical and health and safety issues for both delivery staff and pedestrians and needed to be urgently addressed by PCSOs and the Police. A Member suggested the 'Shared Use' of these loading bays at certain times and that the implementation of this could be undertaken by the proposed 'Street Angels' initiative.

A Member spoke on the issue of policing parking on double yellow lines and was informed that this was being dealt with. A Member suggested that another way of mitigating improper parking within the town centre would be to ensure that Car Park signage within the town centre was improved.

Minute No. 127 – Townlands Hospital

A Member updated Council on the developments of the Townlands Hospital development and spoke of the achievements of all of those involved in ensuring that this has been achieved. He also highlighted concerns that the Townlands Steering Group had over the community engagement of the Clinical Commissioning Group and aspects of the staffing as well as other issues of the facility. The Chairman urged Council and Members of the public to sign the Petition to rename the hospital to the Townlands Memorial Hospital. It was **RESOLVED**

that Henley Town Council support the campaign to rename the Townlands Hospital to the Townlands Memorial Hospital.

Minute No. 132 – HM The Queen

A Member spoke on the Council's plans to commemorate HM the Queen's 90th birthday and suggested that the Large Main Hall within the Town Hall was renamed in honour of the occasion to the Queen Elizabeth II Hall. It was **RESOLVED**

that the Large Main Hall within Henley Town Hall was renamed in honour of the occasion HM the Queen's 90th birthday to the Queen Elizabeth II Hall.

Members criticised the recent Committee decision not to present local schoolchildren with a commemorative coin to celebrate HM the Queen's 90th birthday. Several members aired their concern at this decision and it was suggested that it was referred back to the Town and Community Committee for further discussion but they were informed that due to the order deadline this was not feasible. It was **RESOLVED**

the Council would purchase commemorative coins to mark the occasion of HM the Queen's 90th birthday and present them to all Henley schoolchildren.

- (iii) The Minutes of the meeting of the Recreation and Amenities Committee held on **12 April 2016** were before the Council. It was **RESOLVED**

that the Minutes of the meeting of the Recreation and Amenities Committee held on 12 April 2016 and the recommendations therein be received, approved and adopted.

Arising from the minutes:

Minute No. 92 – Drone Usage

The Chairman informed Council that Mr Trevor Howell from Henley AFC had given permission for Mr Barry Tindall to use the fields adjoining Jubilee Park for Drone training.

Minute No. 93 – Achievements 2015/16

The Chairman thanked the Committee for all they had achieved in 2015/16.

Minute No.99 – Walkers are Welcome

The Chairman updated Council on the Walkers are Welcome campaign, stating that the recent public meeting had been well attended and that a Steering Group is being established to progress this initiative. She urged everyone to sign the petition supporting it.

- (iv) The Minutes of the meeting of the Finance Strategy and Management Committee held on 19 April 2016 were before the Council. It was **RESOLVED**

that the Minutes of the meeting of the Finance Strategy and Management Committee held on 19 April 2016 and the recommendations therein be received, approved and adopted.

Arising from the Minutes:

Minute No.130 – Funding for Flagpoles

Members discussed the source of the funding for the Mill Meadows riverside flagpoles project. It was **RESOLVED**

that the flagpoles are not funded from the Action Plan budget and that the underspend of £5.1k in the Action Plan budget for 2015-16 is rolled over into the 2016-17 financial year.

Members considered the post meeting note from the Accountant, Liz Jones recommending that the Recreation and Amenities Committee be allowed to vire the costs of the Mill Meadows Riverside Flagpoles project from either the Mill Meadows Public Toilet costs underspend or the Facilities Operations Repairs and Renewal costs underspend. It was **RESOLVED**

that the Recreation and Amenities Committee be allowed to vire the costs of the Mill Meadows Riverside Flagpoles project from the Mill Meadows Public Toilet costs underspend.

Members were in agreement that an open Public meeting should be held regarding the development of the 353-357 Reading Road Site once Council had progressed discussions with the relevant parties.

109. ANNUAL TOWN MEETING

The Mayor informed Council that the main topic of concern at the Annual Town meeting was the reduction of local subsidised bus services and that a Working Group was being set up to address this reduction in subsidy from OCC. Members put forward suggestions for the Working Group to consider which included approaching Tesco (regarding the possibility of them providing a local bus service), the investigation into the implementation of an electric bus service and discussions with OCC.

110. RISK ASSESSMENT

Members had before them a report and a copy on the Strategic Risk Assessment Review for 2016. The Council gave due consideration to the Review, which had been reproduced and previously circulated. The Town Clerk informed Council that she would like to instigate a more specific assessment, bringing together all the Council's functions and assets in one centralised format to be reviewed on an annual basis. It was **RESOLVED**

that the Strategic Risk Assessment Review for 2016 be received, approved and adopted. Minor amendments on Disaster Recovery and Loss of operation and IT server would be circulated.

111. THE SKATEPARK AGREEMENT

Members were asked to authorise the signing, approving and sealing of the Skatepark Agreement between Henley Town Council and South Oxfordshire District Council. It was **RESOLVED**

to authorise the signing, approving and sealing of the Skatepark Agreement between Henley Town Council and South Oxfordshire District Council.

112. 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 publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

113. MINUTES OF THE CONFIDENTIAL SESSION OF THE FULL COUNCIL HELD ON 3 MAY 2016

114. 353-357 READING ROAD

Mrs C Adams (*Project Co-ordinator*) was invited to the table to give Council an overview on discussions with the Registered Providers via SODC and Developer Engagement via Savills on the 353-357 Reading Road site.

A discussion ensued as to importance and timeframe of the Council's final decision regarding the development of 353-357 Reading Road and the feasibility of the proposed options for affordable housing on the site. Following further debate and suggestions, it was **RESOLVED**

that consideration of Developer Engagement of the 353-357 Reading Road site would be deferred to a Special Full Council meeting which would include a presentation by representatives from Savills and T. A Fisher, once relevant Information from the registered providers had been circulated to all Members. Representatives from SODC would also attend to explain the figures from the Registered Providers.

115. THE APPOINTMENT OF REDMAYNE BENTLEY TO TAKE OVER THE PORTFOLIO CURRENTLY BEING ADMINISTERED BY RATHBONES

Members had before them the recommendation from the Value for Money Working Group regarding the appointment of the administration of the Council's portfolio. It was **RESOLVED**

that Redmayne Bentley be appointed to take over the portfolio currently being administered by Rathbones.

P. Price-Davies left the meeting at 9.35pm.

116. THE ADVERTISEMENT, JOB DESCRIPTION, PERSONAL SPECIFICATION AND SALARY FOR THE FULL-TIME TOWN MANAGER

Members had before them the draft documents to recruit a full-time Town Manager. The job advertisement, job description and person specification were approved with minor amendments. The salary in the region of £35k per annum was also approved.

The meeting closed at 10.10pm.

ppd

Mayor