

Present: The Chairman, Councillor Mrs G Dodds
The Vice Chairman, Councillor Miss L Pye
The Deputy Mayor, Councillor C I Pye
Councillor Mrs P G Buckett
Councillor Mrs E Hodgkin
Councillor Mrs R Myer
Councillor Dr B Wood

In attendance: Mr M Kennedy – Town Clerk
Mrs B Walker – Committee Administrator / Minute Taker

Also present: 1 Member of the Press
2 Members of the Public

69. APOLOGIES FOR ABSENCE

Apologies were received from the Mayor, Councillor Mrs J Wood and Councillor Dr P Skolar.

70. DECLARATIONS OF INTEREST

Councillor Mrs E Hodgkin declared a personal interest in minute number 78 as the wife of a member of the Lions Club of Henley.

71. PUBLIC PARTICIPATION SESSION

None.

72. MINUTES

i. The minutes of the meeting held on 1 February 2011 were approved, adopted and signed by the Chairman, Councillor Mrs G Dodds.

ii. The Committee received and considered the minutes of the Mill Meadows and River Sub Committee held on 3 March 2011.

Councillor Mrs G Dodds confirmed that her apologies had been given for this meeting.

Minute 47 – Page 2 – Adventure Playground - The question was asked that if the replacement standard swings had to be taken down due to complaints regarding noise, what would the cost implications be. The Committee was assured that, should the swings have to be removed, they would be used as replacement swings in one of the other Town Council playgrounds. It was noted that as a standard swing only accommodates one person at a time, it is unlikely to create excessive noise.

Minute 48 – Page 3 - Use of Mill Meadows by the Children's Trust – The Town Clerk informed the Committee that the Children's Trust had requested the use of the bandstand for their registration desk rather than putting up a marquee. The Committee agreed this was a sensible solution and would

result in more money being raised for the Charity as they would not need to hire a mini-marquee.

The Committee **RESOLVED TO RECOMMEND**

that, with the addition of Councillor Mrs G Dodd's apologies, the minutes of the Mill Meadows and River Sub Committee held on 3 March 2011 be received, approved and adopted.

- iii. The Committee received and considered the minutes of the Henley in Bloom Sub Committee meeting held on 3 March 2011.

The Committee was advised that 105 trees had been planted by volunteers, the Parks Services and Mr A Hawkins (Tree Warden) at Marsh Meadows on Sunday 13 March 2011 as part of an initiative run by the RHS Britain in Bloom in conjunction with the Woodland Trust.

The Committee **RESOLVED TO RECOMMEND**

that the minutes of the Henley in Bloom Sub Committee held on 3 March 2011 be received, approved and adopted.

- iv. The Committee received and considered the notes of the First Chapel Working Group held on 28 January 2011.

The Committee **RESOLVED TO RECOMMEND**

that the notes of the First Chapel Working Group held on 28 January 2011 be received, approved and adopted.

- v. The Committee received and considered the notes of the Sports Centre User Group held on 18 February 2011.

Item 4 – Page 3 – Replacement of the Astro Pitch - The Town Clerk reported that he had contacted Jayne Bolton, Grants Officer to ask whether, in her opinion, it would be beneficial for Henley Hockey Club and Henley AFC as the main users of the pitch, to be joint applicants for the CIF bid and was awaiting a reply.

The Committee **RESOLVED TO RECOMMEND**

that the notes of the Sports Centre User Group held on 18 February 2011 be received, approved and adopted.

- vi. The Committee received and considered the notes of the meeting regarding the Woodland Memorial and Tilebarn Wood held on 25 February 2011.

The Committee **RESOLVED TO RECOMMEND**

that the notes of the meeting regarding the Woodland Memorial and Tilebarn Wood held on 25 February 2011 be received, approved and adopted.

73. BUDGET

The Committee received and considered the budget report to January 2011.

The Town Clerk reported that the expected out-turn for 2010/11 of £150,000 from the Mill Meadows Car Park had been achieved in the first week of March.

The Committee noted that income from parking had increased in January and February in comparison to 2009/10 and 2008/2009.

The Committee **RESOLVED TO RECOMMEND**

that the budget report to January 2011 be noted with satisfaction.

74. PROGRESS REPORT

The Committee received and noted the progress report and made the following comments:-

Watermans Allotments – the Committee noted that the deer fencing has been completed and the new run of taps is currently being installed. An opening of the new allotments is planned for Thursday 24 March 2011 at 10 am.

Fencing of 40 Acre Field – the fencing for the new footpath has commenced and is likely to take 2 weeks to complete.

Pavilion Toilets – the Full Council has requested that the toilets be inspected prior to the summer season in order to see if a deep clean would be required. The toilets have been inspected by the Parks Services and the enhanced cleaning regime and their monthly deep cleans are successful and that there is no requirement for a deep clean prior to the summer season. The condition of the toilets will be monitored throughout the summer.

Henley Sports Council – The Town Clerk gave a verbal update on the Inaugural meeting of the Henley Sports Council which took place on Monday 14 March 2011. The meeting was very well attended with approximately 30 people representing most of the sports clubs in the town. Mr G Horner and Ms A Sanders (Sports Development Officers for the Henley College and Gillotts School respectively) gave inspiring presentations focusing on building links between educational establishments in the town and sporting clubs in conjunction with the proposed South Oxfordshire School Olympics. The presentations were well received and many of the Clubs offered their facilities to be used as venues for the Schools Olympics along with the skills of their members. The next meeting is planned for Tuesday 12 April 2011 at the Eyot Centre.

75. CREATION OF FOOTPATH BETWEEN HAYWARDS CLOSE AND MAKINS RECREATION GROUND

The Committee received correspondence from Oxfordshire County Council inviting comments regarding the creation of a footpath between Haywards Close and Makins Recreation Ground.

The Committee welcomed the landowner's decision to dedicate the footpath so that it will become a formal footpath and will be included on the Definitive Map.

The Committee noted that the footpath is adjacent to a steep slope and attention should be drawn to ensuring the area around the footpath is safe.

The Committee **RESOLVED TO RECOMMEND**

that a response be sent to Oxfordshire County Council, and a letter to the landowner, to say that the Town Council welcomes the creation of the footpath between Haywards Close and Makins Recreation Ground and its inclusion on the Definitive Map.

76. SATELLITE TOURIST INFORMATION OFFICE AT MILL MEADOWS

The Town Clerk gave a verbal update regarding the opening of a satellite Tourist Information Office at the Leichlingen Pavilion, Mill Meadows during the summer months.

The Town Clerk explained that this item had been considered by the Town and Community Committee who had recommended that the next Mill Meadows Sub Committee explores in more detail the opening of a satellite kiosk. However due to the timings of meetings any recommendation from the next Mill Meadows Sub Committee (23 June 2011) would not be considered by Full Council until 2 August 2011 and this would not allow time to organise this venture should it be approved. Therefore the Recreation and Amenities Committee was asked to consider the Information Centre Manager's proposal to open a satellite kiosk at Mill Meadows during the summer months to provide tourist information and the sale of a limited range of merchandise.

The Town Clerk added that if the Satellite Office were to open, staff may be able to hire out equipment for the putting green and deck chairs (Mill Meadows and River Sub Committee minute 49 refers).

The financing of the Satellite Office was queried and the Town Clerk advised that it is intended that the kiosk be manned by volunteers and/or current HIC staff and that as merchandise is to be sold it is hoped to generate an income.

After discussion the Committee **RESOLVED TO RECOMMEND**

that the Henley Information Centre Manager proceeds with plans to open a Satellite Tourist Information at Mill Meadows, selling a range of merchandise, to be open on Bank Holidays and weekends only during the summer months 2011.

77. ASTROPITCH REPLACEMENT, READING ROAD

The Committee received a verbal update from the Town Clerk regarding the replacement of the astro pitch in order to keep this Committee informed of progress as follows:-

Funding – work is progressing on the application for CIF funding administered by the South Oxfordshire District Council for approximately £100,000. The closing date for applications is 8 April 2011.

The Finance Strategy and Management Committee (minute 135 refers) has considered and made recommendations as to how the balance of the cost would be financed, should CIF funding be gained including applying for additional grants, using money from loan repayments and drawing down on capital reserves.

Tenders for the replacement of the pitch are due in by Friday 18 March 2011 by 12 noon.

Questionnaire – the CIF application requires the Town Council to demonstrate the commitment of the community to the project. Questionnaires have been sent to all existing users and over 50 have been returned to date. The Henley Hockey Club is organising a petition and already has over 1,000 signatures.

Open Day – An open day took place on Tuesday 15 March 2011 at the Town Hall and was attended by Mr C Baker, Chairman of Henley Hockey Club with information and photos on display and provided an opportunity for members of the public to come in and ask questions.

Expanding the Range – consideration is being given and consultation is taking place regarding expanding the range of activities on offer if the astro pitch is replaced. Suggestions include archery, touch rugby, lacrosse, baseball, rounders, boot camps, street snooker, cricket, frisbee, athletics and a sprint track.

The question of whether tennis would be catered for was asked however the Town Clerk explained that as the proposed new surface is to be sand based it would not be ideal for tennis.

The Committee **RESOLVED TO RECOMMEND**

that the report be received and noted.

78. FAIRMILE VERGES – REGATTA PARKING

The Committee received a request from the Lions Club of Henley for permission to arrange charity parking during the Royal Regatta week on the Fairmile verges.

The Committee noted that the Lions Club of Henley had successfully run this venture for a number of years now and would support it once again as long as all the usual safeguards are undertaken.

The Committee **RESOLVED TO RECOMMEND**

that permission be given to the Lions Club of Henley to arrange charity parking on the Fairmile verges during Henley Royal Regatta week from Wednesday 29 June to Saturday 2 July 2011.

The meeting closed at 8.20 pm.

bw

Chairman