

Present: Councillor J Brookes (Mayor)  
Councillor Will Hamilton (Deputy Mayor)  
Councillor Sara Abey  
Councillor Miss H. Chandler-Wilde  
Councillor D Eggleton  
Councillor S Gawrysiak  
Councillor Miss L M Hillier  
Councillor Miss Kellie Hinton  
Councillor D Nimmo Smith  
Councillor I Reissmann  
Councillor Jane Smewing  
Councillor S Smith

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

9 members of the public  
1 member of the media

*The Mayor thanked Mr Dylan Thomas for his 21 months of service as a Town Councillor, he explained that Mr Thomas had recently taken up a position within central Government and therefore had stood down as a Councillor.*

**212. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors M Akehurst; S Evans; S Miller and D Thomas.

**213. DECLARATIONS OF INTEREST**

The following declarations of personal interest were received:

- Councillor Miss Kellie Hinton - Henley YMCA (Agenda Item No.9).
- Councillor Julian Brookes – Henley YMCA (Agenda Item No.9).

**214. MINUTES**

The Minutes of the Full Council meeting held on **3 January 2017** were approved and signed by the Chairman as a true record, save for the following extent:

**that Hugh Legh's name be corrected from Leigh in item 203, page 3.**

A Member proposed an amendment to the minute 204.i.- Minutes of the meeting of the Planning Committee held on the 29 November 2016 , regarding pecuniary interest, following a vote, the amendment was lost by the casting vote of the Mayor.

## 215. PUBLIC PARTICIPATION

Mr Ken Arlett, Elizabeth Road

Mr Arlett requested that the Council hold the upcoming bi-election on the same day as the County Council elections on Thursday 4 May 2017 to save money. He was informed by the Town Clerk that calling the date of the election was the responsibility of SODC.

Mr Michael Herriot, Haywards Close

Mr Herriot asked the Mayor if Mr John Howell MP had told him who had forwarded his email to him, the Mayor confirmed that he had not been informed.

Mrs Pam Phillips, St Mark's Road

Mrs Phillips questioned the decision of the Town and Community Committee's decision to allocate funds to the Traffic Calming on Gravel Hill and questioned the reasoning on the halting on the installation of the pedestrian crossing on Greys Road. She also questioned the reason for the delay in installing the new sound system for the town hall.

Members explained the reasoning for the re-allocation of funds and the issues over the positioning of the Pedestrian crossing. The Town Clerk explained that the delay of the installation of the sound systems and equipment in the Town Hall was due to the complicated acoustics and the fact that it was a listed building.

It was confirmed that [www.fixmystreet.com](http://www.fixmystreet.com) was the website to report all local problems and ensure that they were dealt with.

Mrs V Alasia, Makins Road

Mrs Alasia suggested that the public contacted OCC directly by telephone to report local problems if there were issue with the Fix my Street website.

*Post meeting note: It was confirmed that the Oxfordshire County Council telephone number for urgent road or street enquires is 0345 310 1111.*

## 216. VARIATION TO ORDER OF BUSINESS

In accordance with Standing Orders 5(a) (vi), it was **RESOLVED**

**that the order of business on the agenda was altered so that Agenda Item No.16 be held in public session.**

## 217. DISTRICT COUNCIL REPORTS

Members had before them the reports from the three District Councillors. It was **RESOLVED**

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

Matters arising from the reports

District Councillor J Bland spoke of an upcoming conference on the issue of air pollution that she was attending with the intention of sourcing positive solutions to this ongoing problem, she would report back to Council on her findings. She announced that a public electric vehicle charging point had been installed in a

town centre car park, encouraging the use of electric cars. She announced that the Planning Department at SODC had received an award.

A Member spoke on the ongoing problem of cars been parked in the loading bay outside Sainsbury's which prevented HGVs been able to park to unload and as a result they had to circle the town until the bay became vacant.

County Councillor D Nimmo Smith confirmed that he had been made aware of a recent parking incident in Bell Street and was meeting the Police on-site to discuss a plan of action to this County-wide problem.

Councillor L Hillier encouraged the public to engage in current initiatives and consultations that SODC were addressing that could be found on their website:

- (i) A Public consultation to encourage businesses and residents to have their say on how SODC could improve their planning application and policy development across the district (ends on 22 February 2017)
- (ii) Single Unitary issues
- (iii) A new competition to boost southern Oxfordshire start-up businesses was now open for applications.

Councillor S Gawrysiak re-iterated the fact that three Henley-based organisations: Nomad, Chiltern Centre and Riverside Counselling had each been awarded four years revenue grant funding.

He spoke of the SODC'S 2017/18 budget which was scheduled to be discussed on the 16 February and he assured Council that he would be insisting on them continuing to fund PCSOs and the provision of funds to address improvements in air quality.

Councillor J Bland confirmed that she would establish where the public could source clear sacks for recycling.

### **COUNTY COUNCILLOR REPORT**

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

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

County Councillor David Nimmo Smith highlighted the state of some of the roads within the town centre, highlighting the condition of Harpsden and Kings roads as repair priorities. He informed Council of the soakaway that was being installed at a site on Blandy Road to improve the drainage in this area. He encouraged the use of FixMyStreet.com to ensure that problems were reported and dealt with.

He confirmed that he was currently in discussions with Sue Prior from the Children's Centre over details within their bid to ensure that the bid remains viable. He advised Council that he was addressing the blocked gully outside Starbucks as well as seeking solutions with the Police and County over the misuse of the loading bays in Bell Street.

**218. FEEDBACK FROM REPRESENTATIVES OF OUTSIDE BODIES**

There was no feedback from representatives of Outside Bodies.

**219. MAYOR'S CIVIC ENGAGEMENTS**

Members had before them the list of Mayoral Civic engagements from the Mayor for the period **23 December 2016 – 7 February 2017**. It was **RESOLVED**

**that the list of Mayoral Civic Engagements for the period 23 December 2016 to 7 February 2017 be received and noted.**

He drew attention to the upcoming Henley Spring clean that was scheduled for Saturday 4 March at 10am to coincide with the Keep Britain Tidy campaign, "Great British Spring Clean".

**220. REPORTS OF COMMITTEES**

- (i) The Minutes of the meetings of the Planning Committee, held on **20 December 2016, 10 and 31 January 2017** were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Planning Committee held on 20 December 2016, 10 and 31 January 2017 and the recommendations therein be received, approved and adopted.**

Arising from the Minutes:

**Minute No. 187 – P16/S4235/LB – Northfield House, 11 Northfield End**

It was confirmed that if this planning application was approved by SODC then it would be recommended that residents at this property would not be eligible for the residents parking scheme.

- (ii) The Minutes of the meeting of the Town and Community Committee, held on **10 January 2017** were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Town and Community Committee held on 10 January 2017 and the recommendations therein be received, approved and adopted.**

Arising from the Minutes:

**Minute No. 227 – Traffic Calming on Gravel Hill & Minute No. 228– Pedestrian Crossing on Greys Road**

A Member sought clarification on the allocation of funds from the budget for both the traffic calming on Gravel Hill and the Pedestrian Crossing on Greys Road and he was informed that £23,200k had been brought forward for these initiatives, it was agreed that this figure would be confirmed at the next meeting.

**Minute No. 229– BT Payphone Kiosk Removal**

Members were in agreement that these kiosks had some heritage value to Henley and that the Council should adopt the change of use as other Council's within Oxfordshire had done. Work on preserving these assets had already been undertaken by Members and suggested changes of use were put forward. It was **RESOLVED**

**that the removal and heritage value of the BT payphone kiosks be referred back to the next Town and Community Committee meeting due to be held on 21 February 2017 for further consideration.**

**Minute No. 230 – Progress – Street Angels**

Members had before them a report from Councillors Miss L Hillier and D Eggleton on the Henley Street Angels initiative which Councillor Hillier presented to Council. Members confirmed that start-up costs had been allocated but ongoing sources of funding would need to be identified and suggestions were put forward. It was **RESOLVED**

**that delegated powers be given to the Town and Community Committee to progress the Henley Street Angels initiative and that it be referred back to their next meeting due to be held on 21 February 2017 for further consideration.**

- (iii) The Minutes of the meeting of the Recreation and Amenities Committee held on **17 January 2017** were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Recreation and Amenities Committee held on 17 January 2017 and the recommendations therein be received, approved and adopted.**

Arising from the Minutes:

**Minute No. 74 – Henley & Marlow Olympics**

Members briefly discussed the progress of the proposed Henley and Marlow Olympics and it was agreed that a Working Group be set up to manage and progress the project. It was **RESOLVED**

**that the Working Group for the Henley and Marlow Olympics will consist of Councillors Will Hamilton; S Evans and J Bland.**

- (iv) The Minutes of the meeting of the Finance Strategy and Management Committee held on **24 January 2017** were before the Council. It was **RESOLVED**

**that the Minutes of the meeting of the Finance Strategy and Management Committee held on 24 January 2017 and the recommendations therein be received, approved and adopted**

*The Mayor left the room for the following item. The Deputy Mayor took the Chair.*

**221. TO APPROVE A GRANT OF £100K TO THE YMCA**

Members had before them a letter from Henley YMCA in response to questions raised at the Finance Strategy and Management Committee meeting held on 24 January 2017. Members fully supported the work undertaken by Henley YMCA and were in agreement that this local facility was retained and were satisfied that the answers contained within the letter fully addressed and allayed any previous concerns regarding the funding of the lease buy-outs. It was **RESOLVED**

that the grant of £100k to the Henley YMCA be approved.

**222. TO CONSIDER A FINANCIAL DONATION TO SUPPORT THE MAY FAYRE**

Members had before them a report from Councillor Sarah Miller requesting funding and support from Henley Town Council for the Henley May Fair event taking place on Monday 1 May 2017 in Market Place. Members were in agreement that this celebration should be retained as a community event and that it requires the Council's support to ensure that it takes place. It was **RESOLVED**

**that Henley Town Council would award the sum of £1,000k to the May Fair Event and ensure that the Office Staff would assist the Working Group in maximising the support of local businesses.**

A Member questioned the cost of the road closure for this event.

**223. SKATEPARK CONTRACT**

The Town Clerk gave a verbal update on the Skatepark project, outlining developments from a meeting with the contract administrator, Carter Jonas and the Skatepark contractors, Maverick regarding the contract for the project. She confirmed that the contract was being amended and once approved; work would be able to commence. A Member thanked the Town Clerk and the Committee Administrator, Becky Walker for all their work in ensuring that this new facility was finally being installed. It was **RESOLVED**

**that delegated powers be given to the Legal and HR Group to oversee the approval of the Skatepark project contract.**

**224. REFURBISHMENT OF THE TOWN HALL KITCHEN**

Members had before a report and quotations for the refurbishment of the Town Hall kitchen. Several Members spoke on the urgent need for the improvement of this catering facility. It was **RESOLVED**

**that the Town Clerk be given delegated powers to authorise and progress the refurbishment of the Town Hall kitchen.**

**225. TO CONSIDER POSSIBLE SITES TO REGISTER AS ASSETS OF COMMUNITY VALUE**

Members discussed the need and the procedures in place for the registration of various sites as Assets of Community Value and the need for this to be undertaken. It was **RESOLVED**

**that the registering of Henley sites as Assets of Community Value be referred to the Finance Strategy and Management Committee.**

**226. PROPOSAL FROM COUNCILLOR GAWRYSIK**

Councillor S Gawrysiak highlighted the need for both Members and co-opted members on all Committees and Working Groups to sign and be bound by the Code of Conduct and the Data Protection Act. Members discussed the principles of this proposal and the issues of enforcing it. It was **RESOLVED**

**that all co-opted members of Council Committees; Working Groups; Steering Groups and Advisory Groups sign and be bound by the Code of Conduct.**

**227. SECOND PROPOSAL FROM COUNCILLOR GAWRYSIAK**

It was **RESOLVED**

**that the Town Clerk investigates the circumstances surrounding the passing of a resident's email to third parties and to detail the threats of legal action against Henley Town Council staff.**

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

**229. AWARD OF THE TOWN MEDAL**

Members had before them eight nominations for the Town Medal Award. The individual merit of each nomination was discussed and considered in the context of the criteria for the Award. It was **RESOLVED**

**that Ian Forster and Leander Club be awarded Town Medals.**

The meeting closed at 10.02 pm

*jw*

*Mayor*