

Present: Chairman, Councillor Mrs J Wood
Vice Chairman, Councillor D Clenshaw
The Mayor, Councillor Mrs P A Phillips
The Deputy Mayor, Councillor Mrs E Hodgkin
Councillor Miss S Evans
Councillor S Gawrysiak
Councillor Miss K L Gehrman
Councillor D Silvester

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

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

56. APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Mrs J Bland. An apology for lateness was received from Councillor Mrs E Hodgkin.

57. DECLARATIONS OF INTEREST

Councillor Miss K Gehrman declared a personal interest in minute number 70 i – Red Lion Lawn as her partner is a former employee of one of the contractors.

58. PUBLIC PARTICIPATION SESSION

Mr C Baker – Lauds Close – relayed a comment from the Captain of the Mens 1st X1 with regard to the new Rhino-Turf pitch being an excellent surface even at -8° C

59. MINUTES

- i. The minutes of the Recreation and Amenities Committee meeting held on on 15 November 2011 were approved and then signed by the Chairman, Councillor Mrs J Wood as a true record.
- ii. The Committee received and considered the minutes of the Mill Meadows and River Sub Committee held on 12 January 2012.

The Committee **RESOLVED**

that the minutes of the Mill Meadows and River Sub Committee held on 12 January 2012 be received, approved and adopted.

- iii. The Committee received and considered the minutes of the Henley in Bloom Committee held on 19 January 2012.

The Committee **RESOLVED**

that the minutes of the Henley in Bloom Committee held on 19 January 2012 be received, approved and adopted.

- iv. The Committee received and considered the minutes of the Christmas Evens and Decorations Sub Committee held on 23 January 2012.

The Committee **RESOLVED**

that the minutes of the Christmas Evens and Decorations Sub Committee held on 23 January 2012 be received, approved and adopted

- v. The Committee received and considered the notes of the Jubilee Park User Group meeting held on 14 December 2012.

The Committee **RESOLVED**

that the notes of the Sports Centre User Group held on 14 December 2011 be received, approved and noted.

60. BUDGET

The Committee received, considered and noted the outturn of the budget report to January 2012.

The Committee noted that the income from the Mill Meadows Car Park had increased for the sixth consecutive month, compared to the previous year, and it was felt this was largely due to the vigilance of the Parks Services and they should be congratulated.

61. PROGRESS REPORT

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

Mill Meadows – Maze – The Chairman of the Mill Meadows Sub Committee, Councillor S Gawrysiak confirmed that a site visit had taken place on 12 January 2012 (minute 48 refers) in order to view the two sites identified as possible locations for the maze eg the putting green area and the site of the old iron road. Councillor Gawrysiak confirmed he would be investigating external funding for this project and would bring a report back to this Committee in due course.

Jubilee Bench – following a query raised at the Finance Strategy and Management Committee, the Town Clerk confirmed the estimates received for the Jubilee Bench project are circa £2,000 for the bench and £1,000 for hard landscaping (this information had been added as a Clerk's post meeting note to the Finance Strategy

and Management minutes). It was also highlighted that the inscription as recommended by the Mill Meadows Sub Committee is to read "Queen Elizabeth II Diamond Jubilee 1952 – 2012"

Jubilee Park – Hockey Goals – as a solution has been found the Committee **RESOLVED** this item now be removed from the progress report.

62. GRASS CUTTING – PARKS SERVICES EQUIPMENT

The Committee received an update on the progress being made on the procurement of equipment for grass cutting to be used by the Parks Services from 1 March 2012 and noted that very competitive quotes had been obtained and the equipment had been purchased for £11,000 less than the amount set aside in the capital budget.

The Committee also noted the extensive amount of snow clearing and gritting the Parks Services had undertaken during the recent spell of cold weather, particularly before the start of their normal working day.

The Committee **RESOLVED TO RECOMMEND**

that the progress being made regarding the purchase of the mowing equipment required for the undertaking of the grass cutting function from March 2012 be noted.

that Mr G Bartle, Parks Services Manager, be thanked for organising the purchase of this equipment particularly as the cost is £11,000 under budget.

that thanks be extended to the Parks Services for their hard work and dedication in clearing snow and gritting the roads of Henley during the recent spell of freezing weather.

63. HERBICIDE APPLICATION 2012

The Committee received a report and considered whether to pay for herbicide application on the pavements in Henley and if so whether the work should be undertaken by an outside contractor (3 quotes were presented) or by the Town Council's Parks Services.

The Town Clerk advised County Councillor Nimmo Smith had raised the possibility of the funding of the capital costs (upgrade of Parks Services herbicide application equipment - £400 and quad bike spray attachment £450) and the cost of the herbicide be taken from the Oxfordshire County Council Locality budget for 2012/2013. The Town Clerk also advised that the staffing costs for the Parks Services to undertake two applications would be approximately £800.

A member suggested a watching brief is kept and feedback be sought from Mr G Bartle regarding the herbicide application bearing in mind the Parks Services are also undertaking grass cutting in March 2012. A member also queried the type of herbicide to be used.

After discussion the Committee **RESOLVED TO RECOMMEND**

that the Parks Services undertake two applications of herbicide on the pavements in Henley-on-Thames in 2012 including the town centre area (suggested April and September) on the understanding that the £850 capital costs (to include £400 to upgrade existing application equipment and the purchase of a quad bike attachment) and £650 for the first year's herbicide will be funded from the Oxfordshire County Council locality budget. The additional £870 for staff training will be funded from the health and safety budget.

that a review be undertaken of herbicide application in the autumn of 2012 and the necessary money be allocated in the budget for 2013/2014 if appropriate.

Clerk's Post Meeting note – The Parks Service Manager has confirmed that the herbicide to be used conforms to current EU best practice and that many types of herbicide have been banned over the past twenty years purely for environmental protection.

64. VISION SPLAY - WATERMANS ALLOTMENTS

The Committee received and considered a report regarding the removal of tree stumps on the vision splay by the entrance to Watermans Allotments in order to increase visibility and improve safety of cars exiting the allotments.

Three quotes were received for the removal of the stumps which includes closing part of the road whilst the work is undertaken. The Committee noted that the funding for this project could be taken from the Allotment general maintenance and the Facilities operations maintenance budgets 2011/2012.

The Committee recognised the potential danger at this exit and felt this work should be undertaken on safety grounds and **RESOLVED TO RECOMMEND**

that Butler and Proctor Ltd be appointed to remove the stumps from the vision splay area at a cost of £4650 (not including vat) as soon as possible.

65. HENLEY HOCKEY CLUB

The Committee received a request from the Henley Hockey Club regarding alterations to their clubhouse as the building is leased from the Town Council as follows:-

- the installation of a second window in the back of the building to allow more light into what is a dark corner of the Clubhouse.
- the installation of new doors into the new bar store area.
- to build a brick storage outbuilding on the Reading Road end of the building

The Committee ascertained and confirmed that the cost of these alterations would be borne by the Henley Hockey Club and after discussion **RESOLVED TO RECOMMEND**

that permission be given to the HHC to make the following alterations (as shown on their plan) to the Clubhouse subject to planning permission and amendments to the lease – the cost to be met by the Henley Hockey Club:-

- **the installation of a second window to the back of the Clubhouse**
- **the installation into the proposed bar store**
- **a brick outbuilding on the Reading Road side of the Clubhouse to be used for storage.**

66. DRY LEAS – HENLEY RUGBY FOOTBALL CLUB

- i. **Telecommunications Mast** - The Committee received and considered a request from the Henley Rugby Football Club seeking permission to enter into negotiations with a telecommunications company to erect a mast at the Dry Leas site as the terms of their lease require the Town Council's permission.

The Committee recognised that this project could result in significant income for the Henley Rugby Football Club and welcomed the proposal on condition that the Town Council's interests are protected.

After further discussion the Committee **RESOLVED TO RECOMMEND**

that permission be granted to the Henley Rugby Football Club to enter into negotiations with a telecommunications company to erect a mast at the Dry Lease site with the proviso the following three points listed below are accepted by the Club and the Town Clerk maintains a watching brief to ensure the Council's interests are protected:-

- i. **The term of any sub-let could not be longer than the outstanding term of the Henley Rugby Football Club lease (currently 42 years).**

- ii. **Any sub-tenancy must be excluded from the Landlord and Tenant Act.**
 - iii. **The Town Council must have sight of all draft documentation associated with the venture to ensure its interests are adequately covered. Any resulting legal fees incurred by the Council would be met by Henley Rugby Football Club. The Club should make provision for circa £3000 in this respect.**
- ii. **Proposed Car Wash** - The Committee received and considered a request to establish a car wash business in the car park of the Henley Rugby Football Club site at Dry Leas. The Town Council is the land owner of Dry Leas and under the terms of the lease with Henley Rugby Football Club permission needs to be sought for any use of the land other than a private rugby football club.

A member expressed concern regarding allowing a separate commercial business to operate on Town Council land which is leased to another party.

During discussion the following comments were made:-

- A car wash business would be a complimentary operation sympathetic to the Henley Rugby Football Club's activities.
- It would be an additional source of income for the Rugby Club.
- It could be a benefit to the town and may encourage people to use this parking facility.
- It is essential to obtain all the necessary conditions from Thames Water and if necessary the planning authority.

The Committee **RESOLVED TO RECOMMEND**

that the Town Council gives approval, as landlord, to the Henley Rugby Football Club, for Mr B Preddy and partner, Mr A Mahmood, to operate a car wash in the car park of the Henley Rugby Football Club subject to:-

- **all necessary permissions being sought from eg Thames Water, the planning authority.**
- **the Henley Rugby Football Club be responsible for the protection of the Town Council's property and ensuring there is no damage.**
- **the term of any sub-let could not be longer than the outstanding term of the Henley Rugby Football Club lease (currently 42 years).**
- **any sub-tenancy must be excluded from the Landlord and Tenant Act.**
- **that the Town Council have sight of the draft legal documentation /contract between the Henley Rugby Football Club and the car wash operators.**

- **should legal documentation be required between the Town Council and the Henley Rugby Football Club it be at no cost to the Town Council.**

67. A SCULPTURE FOR HENLEY

The Committee received and considered a proposal from Councillor Miss S Evans regarding the possibility of locating a sculpture in Henley. Councillor Miss Evans outlined the proposal as follows:-

- The sculpture would be free of charge to the Town Council including the installation and the plinth.
- The sculptor is Amaryllis Bataile who is sponsored by the Noor Foundation to produce 20 sculptures to be positioned in places of beauty near the water in 20 locations around the world. The Foundation specified they would like a statue by the River Thames.
- After 3 – 5 years the statue may be sold and the Town Council are permitted to specify to which charity a third of the proceeds will be given, the remainder would be returned to the foundation. Once sold she may be replaced by another similar sculpture.
- The sculptures are life sized female figures made of fine bronze.
- A letter of intent from the sponsors will be presented to Full Council for information.

The Committee acknowledged that the location of the statue would be key to the project progressing and various locations were suggested including Red Lion Lawn, Singers Park and Station Park. The Committee agreed the Parks Services should be asked for their comment on suitable locations.

Following further discussion the Committee **RESOLVED TO RECOMMEND**

that the Town Council agree in principal to locating a sculpture in Henley providing a suitable location can be identified.

that Councillor Miss S Evans prepare a brief report for the next Recreation and Amenities Committee meeting.

68. MAKINS SKATE PARK INITIATIVE

The Committee received an update on progress being made by the Makins Skate Park Initiative provided by Councillor Miss K Gehrman and noted the following points:-

- A bank account has been opened with the help of the Thamesfield Youth Association (although they remain separate causes) and this will help when applying for funding.
- Waitrose have allocated one of their green token boxes to the Makins Skate Park Initiative this month and it appears to be doing very well
- The Makins Skate Park Initiative attended the Christmas Festival and raised over £100 selling gingerbread and popcorn

- They will take part in the Henley Youth Festival on 17 March with a display in the Market Place and with the Henley in Bloom HIT Litter on 3 March 2012.
- The Makins Skate Park Initiative has visited schools around the town.
- The Makins Skate Park Initiative intend to take part in the Jubilee celebrations.
- Funding is becoming a reality, designs are being progressed and awareness is being raised.

Councillor Miss K Gehrman added that this Committee would need to consider in time whether they wish to allow the Makins Skate Park Initiative to use the land.

It was **RESOLVED**

that the report be received and noted.

69. 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 matters which were about to be discussed were considered to be confidential.

MINUTES OF THE CONFIDENTIAL SESSION OF THE MEETING OF THE RECREATION AND AMENITIES COMMITTEE HELD ON 14 FEBRUARY 2012.

70. CONFIDENTIAL

Councillor Mrs E Hodgkin joined the meeting at 8.45 pm.

i. RED LION LAWN – RETAINING WALL

The Committee received additional information from Oxfordshire County Council/Atkins and three estimates/quotations with regard to the repairs at Red Lion Lawn. The Committee acknowledged that expert advice was required to appraise the information.

After further discussion the Committee **RESOLVED TO RECOMMEND**

that Councillor D Nimmo Smith be asked for his advice.

that investigation be made into the appointment of a project manager including costs.

that, subject to the advice of the above, more detailed information (eg a breakdown of the costs) be obtained from the three companies who provided quotes/estimates.

ii. **PERMANENT MOORINGS**

The Committee received a report regarding the monitoring of the Town Council's permanent moorings and **RESOLVED TO RECOMMEND**

that Mr Hooper is retained as monitor of the Town Council's permanent moorings.

The meeting closed at 9.01 pm.
bw

Chairman