

**COUNCILLORS ARE HEREBY SUMMONED TO A MEETING OF
THE RECREATION AND AMENITIES COMMITTEE**

to be held on

**TUESDAY 15 NOVEMBER 2011
AT APPROXIMATELY 7.30 PM
FOLLOWING THE PRECEDING PLANNING MEETING
(WHICH COMMENCES AT 7:00PM)**

in

**THE COUNCIL CHAMBER, TOWN HALL
HENLEY-ON-THAMES**

Mr M Kennedy
Town Clerk
9 November 2011

MEMBERSHIP: The Chairman – Councillor Mrs J Wood
The Vice-Chairman - Councillor D Clenshaw
The Mayor – Councillor Mrs P Phillips
The Deputy Mayor – Councillor Mrs E Hodgkin
Councillor Miss K L Gehrman
Councillor S Gawrysiak
Councillor Miss S Evans
Councillor D Silvester
Councillor Mrs J Bland

Members are reminded to sign the attendance book.

AGENDA

1. APOLOGIES FOR ABSENCE

TO RECEIVE apologies for absence.

2. TO RECEIVE DECLARATIONS OF INTEREST

Members are hereby reminded that, under the provisions of Part 2 of the Local Government Act 2000 (The Code of Conduct), a member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest. A member with a prejudicial interest in any matter must withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he has obtained a dispensation from the standards committee of the responsible authority; and not seek improperly to influence a decision about that matter. You do, however, have the same right as a member of the public to make representations, give evidence and answer questions about the matter during Public Participation and may remain in the room to enable you to exercise that right and then leave immediately. You must not seek to improperly influence a decision on the matter.

3. PUBLIC PARTICIPATION SESSION

TO RECEIVE questions or statements from members of the public. The following rules shall apply:

1. You may ask questions or make a statement on any item included on the agenda. The session, which is also open to Councillors who may have a personal and prejudicial interest on any item included on the agenda, will last for a period of up to 10 minutes (but capable of being extended at the Chairman's discretion).
2. Questions from the town's residents will take priority, followed by property owners, businesses and then non-residents.
3. All speeches shall last for no more than 2 to 3 minutes.
4. If there are no statements or questions, or if all statements have been made or questions asked before the period of time allotted, the meeting will start to consider the remainder of its business. No further public questions or statements will be entertained at that meeting.
5. If an answer to a question cannot be given at the meeting the Chairman may, at his/her discretion, arrange for a written answer to be given.
6. The Chairman of the meeting will have complete discretion as to the order in which questions are taken and statements made. Supplementary questions may be asked at the Chairman's discretion.
7. The Chairman of the meeting may rule that any public remarks are not appropriate and will not be accepted; for example if they are defamatory, frivolous or offensive. In such an instance the Chairman may disallow a question or statement or cut short a statement or discussion, or disqualify any member of the public from continuing to speak.
8. Questions which require the disclosure of exempt or confidential information will not be answered.
9. The Chairman of the meeting's interpretation of this procedure shall not be questioned and his/her ruling on any questions relating to this procedure shall be final.

4. MILL MEADOWS – HENLEY FILM FESTIVAL

TO RECEIVE AND CONSIDER a verbal presentation from Mr R Truter of the Henley Film Festival requesting permission to hold the Film Festival at Mill Meadows on 27, 28 and 29 April 2012 (see attached).

5. MINUTES

- i. **TO APPROVE** the minutes of the meeting held on 4 October 2011 (previously circulated).
- ii. **TO RECEIVE AND CONSIDER** the minutes of the Christmas Events and Decorations Sub Committee held on 20 October 2011 (see attached).
- iii. **TO RECEIVE AND CONSIDER** the notes of the Christmas Events and Decorations Sub Committee held on 7 November 2011 (see attached).
- iv. **TO RECEIVE AND CONSIDER** the minutes of the Henley in Bloom Sub Committee held on 29 September 2011 (see attached).

- v. **TO RECEIVE AND CONSIDER** the notes of the Sports Centre User Group held on 21 October 2011 (see attached).
6. **RED LION LAWN**
TO RECEIVE AND CONSIDER a report regarding Red Lion Lawn and an associated report prepared by Oxfordshire County Council and Atkins (Engineering and Design Consultants) - see attached.
7. **MILL MEADOWS – MAZE TO CELEBRATE THE JUBILEE AND 2012 OLYMPICS**
TO RECEIVE AND CONSIDER a report regarding the installation of a maze at Mill Meadows and a verbal update from Councillor S Gawrysiak (see attached).
8. **MILL MEADOWS – JUBILEE BENCH**
TO CONSIDER placing a sum in the capital budget for 2012/2013 for the purchase of a commemorative Jubilee Bench to be placed at Mill Meadows (see attached).
9. **MAKINS PROJECT GROUP**
TO RECEIVE a verbal update from Councillor Ms K Gehrman regarding the progress of the Makins Project Group.
10. **BUDGET**
TO RECEIVE AND NOTE THE OUTTURN of the budget report to September 2011 (see attached).
11. **ESTIMATES 2012/13**
TO RECEIVE AND CONSIDER the draft Revenue Estimates for 2012/13 (report attached).
12. **PROGRESS REPORT**
TO CONSIDER the progress report (see attached).
13. **BENCHES – MILL AND MARSH MEADOWS**
i. **TO RECEIVE AND CONSIDER** a report regarding a missing bench at Mill Meadows (see attached).
ii. **TO RECEIVE AND CONSIDER** adopting a bench policy for memorial and commemorative benches to be placed at Mill and Marsh Meadows (see attached).
14. **MILL LANE CAR PARK**
TO RECEIVE AND CONSIDER a request from Councillor D Silvester regarding reserving car parking spaces at the Mill Lane Car Park for the Henley Town Football Club on match days (see attached).
15. **MILL MEADOWS CAR PARK – REQUEST TO DISPLAY VISA OLYMPIC COMPETITION STICKERS ON CAR PARK MACHINES**
TO RECEIVE AND CONSIDER a request from Six Card Solutions to display stickers on the car park machines at Mill Meadows informing Visa card holders that if they use their Visa card to pay for their car parking/mooring they will be entered into a draw to win tickets to the 2012 Olympics and Paralympics (see attached).

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