

Present: Councillor Mrs E Hodgkin, Chairman
Councillor C W Gibson, Vice Chairman
The Mayor, Councillor Mrs J Wood
Councillor Mrs J Bland
Councillor Mrs G Dodds
Councillor Dr P Skolar

In attendance: Mr A Brown, River and Rowing Museum
Mr M Kennedy, Town Clerk
Mr G Bartle, Parks Service Supervisor
Mrs C Robb, Moorings Administrator
Mrs B Walker, Committee Administrator/Minute Taker

16. COMMITTEE MEMBERSHIP

The Committee noted the resignation of Councillor Dr B G Wood from the Mill Meadows and River Sub Committee and the Chairman, Councillor Mrs E Hodgkin asked that an item be placed on the next Recreation and Amenities Committee to consider appointing a new member to join the Sub Committee.

17. APOLOGIES FOR ABSENCE

Councillor C W Gibson advised that he would need to leave by 9.50 am.

18. DECLARATIONS OF INTEREST

Councillor Dr P Skolar declared an interest in any discussions on moorings as a boat owner.

Councillor Mrs E Hodgkin declared an interest in any discussion of the Environment Agency.

19. PUBLIC PARTICIPATION SESSION

None.

The Chairman, Councillor Mrs E Hodgkin read out an email correspondence from Mrs Yeates raising concerns regarding the possible location of a Youth Shelter at Mill Meadows.

20. MINUTES

The Minutes of the Mill Meadows and River Sub Committee held on 25 June 2010 were approved, adopted and signed by the Chairman, Councillor Mrs E Hodgkin.

21. PROGRESS REPORT

The Committee received and considered the Progress Report and made the following comments:-

Entrance to Mill Meadows – the Town Clerk advised that the work will take place at the beginning of November and it was noted this is a suitable time being after the half term break and hopefully before the winter weather.

Youth Shelter – The Mayor, Councillor Mrs J Wood queried progress on this project. It was noted that a site visit to a nearby Youth Shelter by members of the Youth Council had not yet taken place and that this should be included on the next agenda of the new Youth Council, however that the Youth Council should also be updated re Town Council funding of this project once the budgets for 2011/2012 have been set.

Moorings – meeting with Environmental Agency - Mrs C Robb reported that considerable interest had been expressed by local riverside parishes and the Environment Agency in attending a meeting to discuss riverside matters. Mrs Robb informed the Sub Committee that a provisional date of 6 October 2010 had been set for the first meeting to be held at the Town Hall, Henley and to be minuted by Mrs Robb.

The Committee discussed possible agenda items and suggested the following:-

- a brief introduction by each parish representative including a description of their river frontage/moorings etc.
- the purpose of holding the meetings
- moorings – including charges, costs and enforcement

Use of Mill/Marsh Meadows – the Sub Committee noted that the existing policy for the use of Mill/Marsh Meadows is very thorough and protects the Meadows from large, commercial events whilst allowing a certain number of large, community events such as the May Fair. However the Sub Committee acknowledged that some smaller, occasional, commercial events may be appropriate for the Meadows and was of the opinion that the Town Clerk could, using his discretion, decide whether permission should be given for such events or, if clarification was required, the matter could come before Committee.

After discussion the Sub Committee **RESOVLED TO RECOMMEND**

that the Town Clerk be given delegated powers to give permission for occasional, smaller, commercial events on Mill Marsh Meadows taking into account the guidelines included in the existing policy for the use of Mill/Marsh Meadows.

22. PLAYGROUND EQUIPMENT

The Sub Committee discussed a future use for the nest swing, which was removed from the Adventure Playground due to the threat of a noise abatement order being served on the Council. It was noted that Freemans Meadow and Makins Recreation Ground already have similar pieces of equipment.

After discussion the Sub Committee suggested the following possibilities:-

- the basket of the nest swing be kept and used as a replacement for the nest swing at Makins once it becomes worn as it is the same piece of equipment.
- that the nest swing be sold although it was noted the cost of relocating the frame was considerable. Possible buyers could include local councils and special needs schools.
- Possible buyers could be sought through the Local Playing Fields Association and the Oxfordshire Association of Local Councils.

The Sub Committee discussed the type of equipment, which could replace the nest swing at the Adventure Playground and noted that any pieces of high activity equipment could create noise and therefore could run the risk of a noise abatement order being served. A safer option was considered to be a low activity piece of equipment such as those involving balancing. It was noted the cost of such pieces of

equipment ranged from £2,000 - £4,000 including installation. The Committee hoped any replacement equipment would be DDA compliant.

The Sub Committee **RESOLVED TO RECOMMEND**

that a request be put to the next Recreation and Amenities Committee for £4,000 to be placed in the Capital Expenditure programme for 2010/11 for the purchase of a replacement piece of play equipment at the Mill Meadows Adventure Playground and that best endeavours be made for this piece of equipment to be DDA compliant.

23. MOORINGS AND CAR PARKING – ACCOUNTS/BUDGET

- i) The Committee received and noted the management accounts up to July 2010 for Mill Meadows including moorings and car parking income reports.

The Chairman, Councillor Mrs E Hodgkin highlighted the increase in income from car parking and moorings and complimented the Parks Services for their excellent work in collecting this money.

Mr G Bartle explained that although the new parking meters issue mooring tickets, it is still necessary for the Parks Services to inspect and collect mooring fees to ensure all moorers pay.

Councillor P Skolar raised the question of charging for parking at Mill Lane. Councillor Mrs G Dodds felt this had been investigated previously and dismissed.

- ii) The Committee received and considered a report on proposed car parking and mooring fees at Mill Meadows during Henley Regatta and Festival and also charges for 2011.

Councillor P Skolar declared an interest and did not take part in the discussions.

The Sub Committee noted and discussed the charges and made the following comments:

- the car parking and mooring fees should only be increased for Henley Regatta (Wednesday – Sunday for car parking and Monday to Sunday for mooring) and not be increased for Henley Festival week
- advertising of parking at Mill Meadows during Regatta on the Reading Road could be considered in future years
- the mooring fees should not be increased for 2011
- the Bank Holiday charges should be the same as the weekend charges
- the car parking and temporary mooring fees to increase in future from January rather than April each year
- it was noted that some people find the car parking charges confusing however the Sub Committee felt it was important to keep the different time periods as they all served a purpose.

After discussion the Committee **RESOLVED TO RECOMMEND**

that the following proposed charges for car parking and moorings 2011 be considered by the Recreation and Amenities Committee.

that car parking and mooring fees are not increased for Henley Festival week.

Proposed Car Parking Fees 2011 from January			
Monday – Friday		Saturday, Sunday and Bank Holidays *	
Up to 1 hour	£1.20	Up to 1 hour	£1.50
Up to 2 hours	£2.40	Up to 2 hours	£3.00
Up to 4 hours	£5.00	Up to 4 hours	£6.00
Over 4 hours	£6.00	Over 4 hours	£8.00
* Free of charge Christmas Day, Boxing Day and New Year's Day			
Henley Royal Regatta (29 June – 3 July 2011)			
Wednesday and Thursday		£13.00	
Friday – Sunday		£15.00	

Proposed Temporary Mooring Fees 2011 from January	
Overnight	£9.00
Weekly Rate	£52.50
Henley Royal Regatta Week (27 June – 3 July 2011)	
Regatta Monday – Thursday	£40.00 per night
Regatta Friday – Sunday	£50.00 per night
Weekly rate	£275.00

Permanent Moorings Fees 2011 from April 2011	
Mill Meadows (12 moorings) per metre	£29.00
River Terrace (4 moorings) fixed fee**	£2,800
White Hart	£2,800
** River Terrace has 10 moorings in total, 6 of which have been granted a 10 year free licence by the Court.	

- iii) The Sub Committee considered items for inclusion in the capital expenditure programme for 2011/2012.

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

that the following items be considered for inclusion in the capital expenditure programme for 2011/2012:-

- £4,000 to purchase a replacement piece of equipment for the nest swing at the Mill Meadows Adventure Playground (see minute 22 above) and that best endeavours should be made for this piece of equipment to be DDA compliant.
- £10,000 for the provision of a Youth Shelter at Mill Meadows. It was noted that this amount had been included in the capital expenditure programme for 2010/2011 however that it was unlikely to be spent in this financial year and therefore a request be put forward for the £10,000 to be included in the 2011/2012 allocation.

24. SECURITY AT REGATTA DURING MILL MEADOWS

The Sub Committee received and noted an update on the security at Mill Meadows during Regatta this year and the overall impression was that all had gone well and there had been no major incidents.

The Chairman, Councillor Mrs E Hodgkin advised that there would be a Regatta Wash-up meeting for all interested parties on 24 September 2010.

25. BANDSTAND

The Sub Committee received and noted a report on the procedures with regard to bookings of the bandstand at Mill Meadows.

The Sub Committee acknowledged that there is no longer a budget to pay for bands/performers to play on the bandstand and there has been some difficulty in filling the summer calendar therefore a pre-season advert inviting performers to use the bandstand may help. Also that the proprietor of the Kiosk may like to sponsor performances as it may increase trade at the Kiosk.

The Sub Committee suggested the times of performances should be included on the advertising posters.

The Sub Committee queried whether performers are able to make collections from the public when they perform.

Action: Committee Administrator to clarify with South Oxfordshire District Council whether performers are able to make collections from the public when they perform.

After discussion the Committee **RESOLVED AND RECOMMEND**

that a maximum of 5 parking permits be issued by the Henley Information Centre (depending on number of performers) to allow free parking for the day at Mill Meadows – spaces to be available on a first come first served basis.

that one pre-season advert be placed in the local press to invite and encourage performances on the bandstand on weekends during the summer – up to a maximum cost of £100 and a new cost centre to be created within Recreation and Amenities entitled Bandstand Activity Costs for this amount.

that the Parks Services continue to set up and clear away chairs for the performers and turn electricity on/off on the day of the performance.

that Councillors be asked to help recruit bands or choirs through any contacts they have.

26. EXCESS CHARGE NOTICES

The Sub Committee received and noted the report regarding excess charge notices. The Sub Committee queried whether there were many repeat offenders.

Post meeting note: Mrs L Hastings has confirmed that there are only occasional repeat offenders. Mrs Hasting also advised that the main reason for ECNs being issued is due to confusion over the tariffs and that a fee is charged on a Sunday, whereas in town it is free.

The Sub Committee extended their thanks to Mrs L Hastings for her hard work and perseverance in processing the ECNs.

27. DATE AND VENUE OF NEXT MEETING

It was agreed the next meeting would be held at 9.30 am at the Town Hall on Thursday 18 November 2010.

Councillor P Skolar advised he would be unable to attend this meeting and offered his apologies.

28. EXCLUSION OF THE PUBLIC AND THE PRESS

It was moved by the Chairman, Councillor Mrs G Dodds and **RESOLVED**

that the public and the press be excluded from the remainder of the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960 as matters which were about to be discussed are considered to be confidential.

29. TEMPORARY MOORINGS

The Sub Committee received an update from Mrs C Robb regarding the two boats moored at Mill Meadows.

The meeting closed at 10.45 pm.

bw

Chairman