

**COUNCILLORS ARE HEREBY SUMMONED TO ATTEND
A MEETING OF
THE TOWN AND COMMUNITY COMMITTEE**

To be held on

TUESDAY 13 DECEMBER 2011 AT 7.30PM

In

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

Mr M Kennedy
Town Clerk
7 December 2011

MEMBERSHIP: Councillor Mrs E Hodgkin (Chair)
Councillor Ms K Gehrman (Vice Chair)
Councillor Mrs J Bland
Councillor W Hamilton
Councillor D Hinke
Councillor D Nimmo-Smith
Councillor I Reissmann
Councillor Mrs J Wood
Councillor Ms L Meachin (Substitute for Councillor
Mrs P Phillips)

Members are reminded to sign the attendance book.

AGENDA

1. **TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies received from Councillor Mrs P Phillips

2. **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**

The Council will set aside a period at the commencement of each meeting when members of the public can ask questions or make statements. The following rules shall apply:

- 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).
- Questions from the town's residents will take priority, followed by property owners, businesses and then non-residents.
- All speeches shall last for no more than 2 to 3 minutes.
- 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.
- 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.
- 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.
- 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.
- Questions which require the disclosure of exempt or confidential information will not be answered.
- 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. **MINUTES**
TO APPROVE the Minutes of the meeting of the Town and Community Committee held on 1 November 2011 (previously circulated).
5. **POLICE**
TO RECEIVE a verbal report from Sgt Pink and PC Simms
6. **CCTV**
TO RECEIVE AND NOTE the Quarter Two 2011-2012 CCTV quarterly report for Didcot, Henley, Thame and Wallingford (report attached)
7. **PROGRESS**
TO RECEIVE AND CONSIDER a report on progress (report attached).
8. **BUDGET**
TO RECEIVE AND CONSIDER the budget report to 31 October 2011 (report attached).
9. **REVIEW OF SUBSIDISED BUS SERVICES – HENLEY & WALLINGFORD AREA - JUNE 2012**
TO RECEIVE AND CONSIDER a letter from Oxfordshire County Council requesting comments in respect to bus service subsidy contracts that are being reviewed.
10. **ELECTIONS**
TO RECEIVE AND CONSIDER a copy of a letter from David Buckle regarding a meeting to discuss future elections (paper attached).
11. **HENLEY FESTIVAL 2012 TOWPATH CLOSURE**
TO RECEIVE AND CONSIDER a request as in previous years, from the Henley Festival for a short diversion of the tow path for the stage build from Monday 2 July – Wednesday 4 July. Full diversion on show nights Wednesday 4 July – Sunday 8 July 2012 and short diversion for stage de-rig from Monday 9 July – Tuesday 10 July.
12. **PLANNING FOR THE OLYMPICS**
TO RECEIVE, CONSIDER AND NOTE the notes of the planning for the Olympics meeting held at the River & Rowing museum on Tuesday 8 November 2011 (papers attached).
13. **OLD FIRE STATION GALLERY WORKING GROUP**
TO RECEIVE, CONSIDER AND NOTE the notes of the Old Fire Station Gallery Working Group meeting held on Wednesday 23 November 2011 (papers attached).
14. **TOURISM SIGNS FOR PHYLLIS COURT**
TO RECEIVE AND CONSIDER a letter from Oxfordshire County Council requesting any comments that this Council may have in reference to an application from Phyllis Court to erect tourism signs at the entrance to their facility (papers attached).
15. **PARKING AT THE REAR OF THE TOWN HALL**
TO RECEIVE AND CONSIDER a report on the use of car parking spaces in Upper Market Place (report attached).

16. **BUS SHELTER ON THE READING ROAD**

TO CONSIDER carrying out a Public Consultation for the new bus shelter that is due to be installed at the existing bus stop on Reading Road, close to the roundabout. At the time the bus stop was chosen as a suitable location for a shelter the land behind was a building plot. Flats have now been built on the site and it is considered wise to hold a consultation following the issues with the installation of the shelter in Hart Street.

17. **TOWN CENTRE MANAGEMENT**

TO RECEIVE AND CONSIDER a report from the Town Clerk (copy attached).

18. **EXCLUSION OF THE PUBLIC AND THE PRESS**

It is proposed by the Chairman

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 will be discussed are considered to be confidential.

19. **CONFIDENTIAL**
CCTV

TO RECEIVE AND NOTE the notes of the CCTV Management Group held on Thursday 10 November 2011 (papers attached).