

**Present:** The Mayor, Councillor Mrs E Hodgkin (Chairman)  
Councillor A Follett  
Mrs G Follett  
Mrs M Taylor  
Mr G Bartle (in attendance)  
Mr K Bishop (in attendance)

**Also Present:** Miss J Smith - Minute Taker / Committee Administrator

It was noted that the meeting was not quorate.

**572. TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies received from Deputy Mayor Councillor Mrs J Wood, Councillors Mrs G Dodds and Mrs R Myer, Mrs Caroline Langler, Mrs T Palmer and Mr R Reed.

**573. DECLARATION OF INTEREST**

None received.

**574. MINUTES**

The Minutes of the Henley in Bloom / Civic Pride Meeting (including the Notes from the Festival of Flowers Meeting) both held on 25 March 2010 could not be approved and signed by the Chairman, Mayor, Councillor Mrs Hodgkin as a true record. These are to be brought forward for approval at the next meeting.

**575. PUBLIC PARTICIPATION**

There were no members of the public present at the meeting.

**576. PROGRESS**

A Progress Report was noted and tabled at the meeting.

*Garden with disabled access at Mill Meadows – Minute Nos: 411, 431, 490, 508, 538, 564*

The Mayor, Councillor Mrs E Hodgkin, confirmed that there had been no further progress.

*Northend/Sydney House – Minute 475, 564*

As reported from the Full Council meeting held on the 26 January 2010, findings from OCC's report will be available at the end of February and will be reported at Finance Strategy & Management Committee on 27 April 2010. Councillor A Follett reported that it was likely that the area would be classed as belonging to Highways and if this was the case then OCC could be approached about getting the corner cleared and tidied up.

*Station Park Sculpture – Minute Nos: 490, 508, 520, 539 and 564*

The Mayor, Councillor Mrs E Hodgkin suggested that whilst decisions were being made regarding the sculpture it would be nice to have something on Station Park green, i.e. like a fountain. She confirmed that Linden Homes had been approached for a sponsorship donation especially as some damage had occurred to the grass from contractors carrying on work on the new housing development. A holding letter had been received from Linden Homes and the Mayor, Councillor Mrs E Hodgkin advised that she would contact them and put forward some suggestions on how they could sponsor this area.

Battle of Britain 70<sup>th</sup> Flowerbed Display – Minute No 52, 539 and 564

Mr Sheldrake, Toad Hall still to provide costs for plants for the flowerbed display. Costs for producing signs explaining the history of the Battle of Britain to be sought. One option discussed was to purchase a Notice board which could then be removed and reused later in the year.

*Action: Committee Administrator to ask Toad Hall for plant costs and obtain quotes for sign/notice board.*

Floral display at the Northfield entrance of the town/Greys Road shops – Minute No 527, 539 and 564

No sponsorship received. Ideas were discussed to possibly put barrels down on the raised piece of the island, but it was agreed not to progress at this time. Item to be removed from the Progress Report.

Two barrels to replace existing ones outside Town Hall

Quotes were being sought to replace the existing two barrel planters outside the Town Hall. Members agreed that these needed replacing as they had deteriorated and agreed that an order should be placed in readiness for summer planting.

*Action: Committee Administrator to place order for two new planters.*

YMCA Project – Minute 546, 564

The Mayor, Councillor Mrs E Hodgkin, confirmed that Phase 1 completed. Phase 2 – seating area. Design awaiting results of an appeal. Phase 3 – building of a BBQ. This project is ongoing and Phase 2 would start in the summer.

Hi-Q Tyres on Reading Road – Minute 552

Manager of Jet Garage had been in touch and agreed to sponsor tubs on forecourt. The Mayor, Councillor Mrs E Hodgkin agreed that she would visit both the Jet Garage and Hi-Q Tyres to discuss a joint opportunity to put planters on this area.

**577. BUDGET UPDATE**

An update of the Henley-in-Bloom budget as at 18 March 2010 was noted at the meeting.

**578. GARDENING BUDDIES**

Mayor, Councillor Mrs E Hodgkin confirmed that the last meet had gone well and the Wishing Well flowerbed was looking lovely, however, gravel was needed for the path and some fresh bark for the flowerbeds. Councillor A Follett advised that he would approach The Lions to ask them to provide gravel and bark.

**579. SPONSORSHIP**

An updated list of 2010/11 Sponsors and potential sponsors were noted.

The Mayor, Councillor Mrs E Hodgkin suggested that letters are written to Higgs Group and ManningUK to confirm the sponsorships in 2010. It was agreed to ask the Higgs Group to increase sponsorship for the Reading Road roundabout to £1000 per annum.

*Action: Committee Administrator to write to Higgs Group and ManningUK.*

Hanging basket forms had been kindly distributed to businesses by Delegate Services, but to date there had been a low response. Councillor A Follett and Mrs G Follett agreed to do another mail shot drop focussing on the businesses that had purchased baskets in previous years.

Mrs M Taylor suggested approaching Mrs Fiona Blair from The Veterinary Centre, Reading Round for sponsorship.

*Action: Committee Administrator to write to Mrs Blair asking for sponsorship.*

**580. HENLEY FESTIVAL OF FLOWERS – WEEK OF 16 MAY 2010**

Mayor, Councillor Mrs E Hodgkin, advised that the Henley Festival Flowers (HFF) of meeting which had taken place prior to this meeting had gone very well and that notes from the meeting would be circulated with these Minutes (attached). She advised that tickets for the Special Flower Arranging sessions and Gardeners Question Time were available from the Henley Information Centre, but that they were also going to be holding a HFF promotional stall at the May Day Fair, Mill Meadows on the 3 May.

**581. 20010/11 EVENTS**

- ***Big Tidy Up Campaign:*** 1 May 2010. Councillor A Follett advised that some response had been received from local organisations offering volunteers. The Cleanest School Competition would be run as a separate event during this week. He confirmed that a *Big Tidy Up* promotion (using Keep Britain Tidy posters, etc) was also being organised to take place in the Market Place on the 6 May over lunch time to raise awareness with Henley students who congregate here during this time.
- ***Front and Back Gardens Competition:*** It was confirmed that judging would take place during the week beginning 5 July 2010. Judging would include vegetables this year, in terms of sustainability, water, composting, and use of insecticides. Mrs Langler had confirmed by email that leaflets had been distributed. Mayor, Councillor Mrs E Hodgkin confirmed that Mr M Jex and Mrs S Gale would also be asked to be judges.
- ***Pubs and Restaurant Competition:*** date and details to be confirmed.

**582. DATE OF THE NEXT MEETING**

The following date and times were proposed for the next meetings:

Henley Festival of Flowers Working Group – 7 May, 9:30am in the Town Hall

Henley in Bloom/Civic Pride Sub Committee – Wednesday, 26 May 2010 at 11:00am in the Town Hall.

The meeting closed at 11:35am

js

Chairman

**NOTES OF A MEETING OF  
HENLEY FESTIVAL OF FLOWERS COMMITTEE  
THURSDAY 22 APRIL 2010 @ 9.30**

**Present:** The Mayor, Cllr Mrs E Hodgkin (Chairman)  
Cllr A Follett (Vice Chairman)  
Ms Carolyn Molyneux (Delegate Services)  
Mrs G Follett (Henley in Bloom)  
Mrs M Taylor (Henley Photographic Club)  
Mrs Jane Rowton-Lee (Henley Flower Club)  
Varina Clark (URC)

**Apologies** Mrs R Cassidy  
Mr R Reed  
Cllr G Dodds

	<b>Action</b>
<b>1. Flower Arranging Demonstrations (Monday 17<sup>th</sup> May 2.15/7.00)</b>	
• Spotlights & Sound system working	EH
• Do H Standard PR on demonstrator	ALL
• FLYERS NEED CIRCULATING	EH / JRL
• Opening address / welcome by EH/JRL	JRL
• HFC will do a sales stall	EH/JRL
• A board on outside of Town Hall	EH
• Windowflowers invoice for £200 needed	
• Cake – supplied by Confetti & Spice “55 years of HF Arr Club”	CM
• Flower theme CM to contact C&S	MT
• Photo of cake cutting	
• C & S to hand out leaflets etc	EH
• H Standard to do programme	EH
• Repeat 1000 print of compliments slip	
• Flower displays - White garden to do pedestal on first floor landing	CM
• HFC to do 4 displays - budget max. £300	JRL
• TICKET SALES NEEDED URGENTLY	ALL
<b>2. Shop Window Competition (throughout the week)</b>	
• Info all sent out = Check “Kidstastic” Reading Rd has received details	CM
• 4 entrants so far - posters are up and will follow up	CM
<b>3. Photographic Competition (16-22 May @ Christ Church Centre)</b>	
• Set up Sun 17/5 Open – Mon – Fri 10 – 4. Sat 10-12 at CCC	EH / VC
• Prize giving at following Camera club mtg	MT
• Judging - Charlotte Snowden on 19/5 to be arranged	EH
• Prizes arranged Framing & certificates (CM to do) to be done	MT /CM
• Need H Standard to cover judging	EH
<b>4. Art Competition (17-20 May @ River &amp; Rowing Museum)</b>	
• Entries from Peppard & Stepping Stones	
• Chase all schools	EH /AF
• Display in RRM Education wing - chase details	AF

- Judging on 18/5 ?5.30pm AF
  - Do PR for H Standard AF
  - All entries in by 10/5 AF/ EH
5. **Gardeners Question Time (20<sup>th</sup> May @ 7.00 @ Town Hall)**
- All to sell tickets ALL
  - Panel will be A Hawkins, D Richards, M Sheldrake EH
  - To confirm guest speaker EH
  - Allotments Assoc all OK EH
  - Need PR with H Standard – contact RR EH
6. **Plants on the Move (22<sup>nd</sup> May from 10.00 – Market Place)**
- Launch of the idea and the Festival took place on Saturday 10<sup>th</sup> April in the Market Place (GF/RC/AF/MT) - very good day
  - Examples of what can be done on display
  - 1 entrant who paid £5 - ? exchange for a GQT or F Arr. ticket? EH
  - Agreed Vegpods could display. It was felt that this could compliment the other events - ? sponsorship CM
  - Band arranged for 22/5 EH
  - Needs more publicity - H Standard to do again AF
7. **Floral Displays in St Mary's & Christ Church (all week)**
- Lions Club (Ruth Forster) in St Mary's - OK -Set up 16/5 am / pm? EH
  - URC arranging in CCC VC
8. **Plant Swap/Sale (22<sup>nd</sup> May @ 10.00 in Market Place)**
- In conjunction with the Allotment Association – lots of help will be needed on the day ALL
  - It is intended that the sale runs the whole day. GF/AF/EH
  - The Plants on the Move will be taking place at the same time
  - Need volunteer (? x2) for Mr Toad - arrange loan from RRM AF
9. **Advertising**
- Higgs to do 1000 programmes & 200 POTM flyers EH
  - Table at May Fair 3/5 - contact Round Table AF
  - Arrange the Table ay May fair GF/EH/ MT
10. **And, finally**
- Please volunteer if you can help at any of the events.
  - Lots of Ticket sales needed !!!!
  - Date of next meeting will be **FRIDAY 7 MAY @ 9.30**

AF 26/4/10