

Present: Councillor Sarah Miller (Chair)
Councillor Paula Isaac (Vice Chair)
Councillor Ken Arlett (Mayor)
Councillor Dave Eggleton (Deputy Mayor)
Councillor Will Hamilton
Councillor Lorraine Hillier
Councillor John Hooper
Councillor Glen Lambert
Councillor Ian Reissmann
Councillor Michelle Thomas

In attendance: Sheridan Jacklin-Edward – Town Clerk
Helen Barnett – Town & Community Manager
Nicci Taylor – Minute Taker
Councillor Donna Crook
3 Members of the Public
1 Member of the Press

29. APOLOGIES FOR ABSENCE

None received.

30. DECLARATIONS OF INTEREST

Councillor Lorraine Hillier declared an interest in Agenda Item 9 – A Boards as a business owner in the town who has an A Board on Friday Street.

31. PUBLIC PARTICIPATION SESSION

Councillor Donna Crook – Abrahams Road stated the following:

- A Boards should be strictly limited to only 1 board per business as make the pavements cluttered and hard to navigate for the blind and wheel chair users.
- Businesses / Commercial ventures that are not based in Henley should not be allowed to put up posters promote events. Policy should be kept as is and permission only granted to Henley based organisations.
- The Town toilets are disgusting and need cleaning and air fresheners.
- The public need to be made aware that Chewing Gum is toxic to dogs.

Valerie Alacia – Makins Road advised that the Henley Society report stated that A Board use in Henley is prolific. There were 76 boards in the town at last count with some businesses having 3. A Boards are a hazard for both push chair and wheel chair users.

Mike Phelan – Deanfield Road questioned if paragraph A on the Policy for the display of signs, boards and posters in Henley prevented business putting up posters as it stated local charity use.

Councillor Will Hamilton – Greys Road requested that the Town Clerk send a letter to the Police thanking them for their dealings with the body in the river and the Stonor air crash.

IT WAS RESOLVED TO RECOMMEND

that a letter be sent to the Police from the Town Clerk expressing Henley Town Councils gratitude for their work with the body in the river and the Stonor air crash.

32. MINUTES

The Minutes of the meeting of the Town and Community Committee held on 25 June 2019 were received, approved and signed by the Chairman as a true record.

33. BUDGET

Members received the Management Accounts to 31 July 2019.

IT WAS RESOLVED

that the Management Accounts be noted.

34. SODC DEEP CLEANSE

Members considered which areas this Council would like SODC to prioritise when it carries out the deep cleanse (sweep and weed) in October.

It was agreed that the requested areas of Luker Avenue and Clements Road be added to the list, as well as Bell Street, West Street, St Marks Road, St Andrews Road, Greys Road by Makins Recreation Ground and Station Road (by the Imperial Hotel which is thought to be covered in Pidgeon Droppings).

**35. EVENTS
CHRISTMAS**

Members discussed increasing the budget for the Christmas Festival as it has remained the same for several years.

IT WAS RESOLVED TO RECOMMEND

that the budget for this year's Festival be increased by £1000 to allow for more performers.

MAY FAYRE

Members discussed the May Fayre and it was agreed that as the event has been running in its current location for several years now, Henley Town Council would adopt it as a Henley Town Council event.

IT WAS RESOLVED TO RECOMMEND

that the event be adopted and become a Henley Town Council event and an initial budget of £2000 be made available (this may be increased if necessary).

36. RESILIENCE PLANNING

Members received and considered a request from SSE regarding Resilience Planning.

IT WAS RESOLVED

that the Town Clerk and Town & Community Manager work together on a plan and bring it back to this Committee for consideration / approval.

37. **A BOARDS**

Members had an in-depth discussion on the most suitable way for businesses to promote themselves in Henley, which is a medieval town with narrow streets. Swing signs and Finger Signage were the most favoured ideas, especially as businesses on side streets relied on the extra business that A Boards could provide.

IT WAS RESOLVED

that an item be put on the agenda of the Signage Review Working Group to discuss further,

that the Town and Community Manager discusses the matter with retailers at the Retailer meeting on 18 September,

that a letter be sent to all retailers requesting that they only put out 1 A Board,

that a check be made with both SODC and OCC if HTC have the authority to remove A Boards if they are contrary to the Criminal Offence 1835 Transport Act.

that the matter be discussed further at Full Council

Post Meeting Note: The Town Clerk has checked and a copy of document giving HTC the right to remove A Boards on behalf of OCC is located in the Legal Files.

38. **POSTERS**

Members discussed the Policy for the Display of Signs, Boards and Posters Policy and noted that they were unable to make any decisions on the Policy as it had last been discussed less than 6 months ago. The following were discussed:

- A maximum poster size of A2 should be enforced and that any posters erected that were bigger than A2 be removed immediately.
- Henley should not close its borders but should work with surrounding villages which bring business to Henley.
- When 2 similar events are happening at the same time, any event taking place in Henley should always take precedence over an event taking place outside of Henley.
- Paragraph A of the Policy states that events / organisations allowed are Charity events, Festivals, Markets and Council events, but the Literary Festival makes money and is a business, Markets make money, Exhibitions make money.
- The amount of events / posters for each event need to be limited so that the town is not flooded with posters. A maximum of 10 posters per event was suggested. Organisations who host multiple events should produce posters which promote several events at a time.
- Digital Bill Boards were suggested on bus stops etc. which would reduce the need for any posters to be put up around the town.
- Paragraph could be changed to read 'Henley connected organisations' rather than Henley based organisations.
- Paragraph N could be changed so that it reads 'The Town Clerk is given delegated powers to grant permission for posters for those events that do not automatically fall within the acceptable criteria if he thinks they are suitable'.

IT WAS RESOLVED

that an item be placed on the Full Council Agenda to fully debate posters, and that Digital Bill Boards that could promote events be discussed at the upcoming Signage Review Working Group meeting.

39. TOWN TOILETS

Councillor Arlett advised Members that the refurbishment of the District Council toilets was timetabled for 2 years ago. Unfortunately, it was felt at the time that it would be better to encourage the public to use toilets in coffee shops / pubs etc. and completely remove public toilets and as such the funding was spent elsewhere.

Councillor Gawrysiak it was noted is pursuing this matter with SODC.

IT WAS RESOLVED

that the Town Clerk should send a letter to SODC requesting that the public toilets in Henley be replaced, as previously agreed.

40. MEMORIAL PLAQUES

Members received and considered a request from a resident to place a memorial Plaque on one of the benches around the town. As there is no Policy in place, **IT WAS RESOLVED**

that a Policy should be drawn up and brought back to the next meeting.

Councillor Will Hamilton left the meeting at 9.00pm.

41. LIGHTING SCHEME

Members received and considered a report on updating / replacing the existing Festive lighting around the town.

IT WAS RESOLVED TO RECOMMEND

that approval is given to re-install the lights on Borama Way, adding lights to both the new tree at Northfield End Green and the Holly tree on Bell Street Triangle, Solar Powered up-lighting to the tree on Northfield End Green (if considered appropriate by the contractor) and replacing the Festoon Lighting along the riverside with warm white LED's, and

that the budget for the above works be made available.

42. TOWN AND COMMUNITY MANAGER UPDATE

Members received an update from the Town and Community Manager and noted the information.

Councillor Isaac requested that if funding became available a Defibrillator be positioned near Makins due to the amount of people that now use the area.

It was noted that anyone else wished to join the Market Working Group they should inform the Town & Community Manager as soon as possible.

IT WAS RESOLVED

that the report be noted.

43. PROGRESS

Members had before them a report on progress and after the following observations noted the information contained therein:

Repair Café – Looking for volunteers to run the Café.

Pavement Cleaning - Some of the businesses in areas such as Bell Street do very well over the Regatta and should be asked to either clean out side of their properties or contribute towards the cost of having the pavements cleaned. The Regatta should also be asked to contribute towards the cost of cleaning.

The Town & Community Manager requested an increase in the budget for Pavement Cleaning as the current budget is proving to be very restrictive.

IT WAS RESOLVED

that a request be made to the next FSM meeting for an increase in the Street Cleaning budget and be a report be made to Full Council.

The meeting closed at 9.20pm