

Present: Mayor, Councillor Miss L M Hillier
Deputy Mayor, Councillor J Brookes
Councillor S Evans
Councillor D Eggleton
Councillor S Gawrysiak
Councillor Miss Kellie Hinton
Councillor Will Hamilton
Councillor Sarah Miller
Councillor D Nimmo Smith
Councillor I Reissmann
Councillor S Smith
Councillor Jane Smewing

In Attendance: L Jones - Acting Finance Officer
P Price-Davies - Committee Administrator

11 members of the public
1 member of the media

69. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S Gawrysiak, M Akehurst, D Thomas and H Chandler-Wilde.

70. DECLARATIONS OF INTEREST

There were no declarations of interest.

71. MINUTES

The minutes of the Full Council meeting held on **5 January 2016** were approved and signed by the Chairman as a true record.

72. PUBLIC PARTICIPATION

Mr K Arlett, Elizabeth Road

Referring to the Code of Conduct item on the agenda of the Town and Community meeting held on 24 November 2015, Mr Arlett requested confirmation that Members had undertaken the Code of Conduct training within the required six month period of the Acceptance of Office. The Mayor confirmed that she would provide a list of the Members that had undertaken this training.

Mr D Dickie, St.Katherine's Road

Mr Dickie enquired as to the legal standing of the Transport Strategy, requesting confirmation on its status in comparison to the Neighbourhood Plan. A Member confirmed that he would make a formal written response.

Mrs G Dodds, Greys Road

Mrs Dodds enquired as to when the Wootton Manor Car Park wall at Greys Road was due to be repaired as the necessary work had not been undertaken to date. A Member confirmed that they would investigate when this work was scheduled to be undertaken.

Mr K Arlett, Elizabeth Road

Mr Arlett questioned the consideration of the Planning application Ref No: P16/S0077/O (pertaining to Highlands Farm, Highlands Lane, Rotherfield Greys) at the Planning Committee held on 2 February 2016. He sought clarification on the declaration of interest that the Members attending this meeting were required to express; he was informed that members were only required to declare any pecuniary interests.

Mr D Dickie, St.Katherine's Road

Mr Dickie sought exact definition of the term and usage 'Mixed Housing' within the Housing policy contained within the Neighbourhood Plan. He raised concern over the inclusion of affordable housing within the Neighbourhood Plan and sought clarification on the price range.

73. VARIATION TO THE ORDER OF BUSINESS

It was **RESOLVED**

that having regard to the importance of this item and the Members of the public in attendance, the order of business be varied in accordance with SO 5a(vi) to take Agenda Item 8 ii, Report of the Town and Community Committee -Townlands Hospital, before Agenda Item 5.

**74. TOWNLANDS STEERING GROUP
- UPDATE ON THE TOWNLANDS HOSPITAL DEVELOPMENT**

Members had before them a press release from the Townlands Steering Group (TSG), it confirmed that the Practical Completion date had taken place on 15th Feb 2016 and that the transfer of existing services was due to start immediately and scheduled for completion within four weeks. It was noted that there was no proposed date for the opening of the Rapid Access Care Unit (RACU) and that it was likely that it would not open before May 2016.

The Chairman of the TSG updated Council on the situation and aired concern over the lack of delivery of other aspects within the development and the intention of the TSG to propose a vote of no confidence in the Clinical Commissioning Group (CCG) at the upcoming meeting due to the failure of the CCG to communicate effectively and engage adequately with the community about the Townlands Development. He outlined the proposals and intentions of TSG to ensure that this situation was adequately monitored and that the interests of the local community were the focus of their campaign.

75. DISTRICT COUNCIL REPORTS

Members had before them reports from District Councillors S Gawrysiak, J Bland and Miss L Hillier. It was **RESOLVED**

that the reports be received and noted.

Matters arising from the reports

In addition to her written report, Councillor Bland highlighted the fact that SODC's new Capital Grant Award Scheme was now open, encouraging the submission of applications; she reassured Members that SODC would be fully supportive of applications from Henley Town Council.

In addition to her written report, Councillor Hillier highlighted the issue of Air Quality within the Henley area, recognising that it was an important issue that needed addressing. There were suggestions that consultation with other county border towns may be helpful in seeking solutions along with the lobbying of central government but individuals also needed to adapt their lifestyles accordingly.

A Member requested that the starting point should be the actual monitoring of the air quality levels which had not yet been adequately undertaken. A Member highlighted the fact that Henley in Bloom had already been actively seeking to address this issue of Air Quality through various initiatives and campaigns.

The issue of HGV's within the town centre was discussed as being one of the key factors affecting the Air Quality level. A Member pointed out that HGV's role in servicing and supplying the town was essential, and that it was the policing of the loading bays that needed to be addressed.

Members were encouraged to submit ideas on Air Quality solutions to local resident, Mr Dickie who was currently compiling a report on the subject.

COUNTY COUNCILLOR REPORT

Members had before them a report from County Councillor Nimmo Smith. It was **RESOLVED**

that the report be received and noted.

Matters arising from the report:

Councillor Nimmo Smith reported that although OCC had made budget cuts they had allocated £1.5 million to day centres to ensure the needs of older people was met, along with a £1million one-off allocation to supporting Children's Centres throughout the County.

He spoke on the Highway Maintenance Programme, confirming that works were scheduled to be undertaken which included the resurfacing of Vicarage Road. He informed Members that the Reading Third Bridge Study was also being carried out.

A Member questioned residents return for their 4% increase in their Council Tax and complained about the condition of the roads and footpaths as well as the provision of Street Lighting at Mountview. Councillor Nimmo Smith responded, agreeing to inspect this area and report back to Council.

76. FEEDBACK FROM REPRESENTATIVES ON OUTSIDE BODIES

Councillor Miss K Hinton announced that due to time constraints she was having difficulty attending the Twinning Associations meetings and requested that any other Members willing to represent the Council on these Outside Bodies should contact her.

77. MAYOR'S CIVIC ENGAGEMENTS

Members had before them the list of Mayoral Civic engagements from the Mayor for the period **24 December 2014 – 9 February 2015**. It was **RESOLVED**

that the list of Mayoral civic engagements be received and noted.

Matters arising from the Mayoral Civic Engagements

The Mayor requested that both Members and Officers attend the upcoming Bowls Match that was scheduled to be held at the Henley Bowling Club on Wednesday 4 May, starting at 6pm for the 'Tony Lane' Cup.

She also urged Members to support and promote the upcoming Visit Henley 2016 Day and Henley Design Day events on Saturday 5 March and reminded Council that the Neighbourhood Plan Referendum was taking place on Thursday 10 March and it was important to ensure that the electorate used their vote.

78. REPORTS OF COMMITTEES

- (i) The Minutes of the meetings of the Planning Committee held on the 12 January and 2 February 2016 were before the Council. It was **RESOLVED**

that the Minutes of the meetings of the Planning Committee held on 12 January and 2 February 2016 and the recommendations therein be received, approved and adopted.

- (ii) The Minutes of the meeting of the Town and Community Committee, held on 12 January 2016 were before the Council. It was **RESOLVED**

that the Minutes of the meeting of the Town and Community Committee held on 12 January 2016 and the recommendations therein be received, approved and adopted.

Arising from the report:

Minute No.98 Progress – Town Team

Following the recent sale of Market Place Mews, a Member requested that the Council engage with the new owner on this town centre development. She was informed that Members were in discussion with the company in question along with the Economic Development Officer from SODC.

- (iii) The Minutes of the meeting of the Recreation and Amenities Committee held on **19 January 2016** were before the Council. It was **RESOLVED**

that the Minutes of the meeting of the Recreation and Amenities Committee held on 19 January 2016 and the recommendations therein be received, approved and adopted.

- (iv) The Minutes of the meeting of the Finance Strategy and Management Committee held on 26 January 2016 were before the Council. It was **RESOLVED**

that the Minutes of the meeting of the Finance Strategy and Management Committee held on 26 January 2016 and the

recommendations therein be received, approved and adopted.

Arising from the Minutes

Minute 98 - Progress Report – Parish Boundary Review

A Member enquired as to whether the Town Clerk had written to David Buckle regarding the various aspects of the Parish Boundary Review in relation to the Neighbourhood Plan. They were informed that the letter had been sent but no reply had been received to date.

Members aired concern over the clarity on the level of the Community Infrastructure Levy (CIL) available. It was **RESOLVED**

that a Cabinet Member from SODC should be invited to attend a Question and Answer session on the proposed CIL monies as a result of the adoption of the Neighbourhood Plan.

Minute 101 – Grant Progress

Members discussed the guidelines for awarding grants and loans as outlined in the report before them which was drawn up in response to the Corporate Plan to develop funding criteria. The level of budget constraints and the terms of the grant or loan was raised in relation to Major Infrastructure Awards. The following changes to the Guidelines for Awarding Grants/Loans were proposed and seconded:

- the deletion within the Loan section (5) of the *wording ‘ These terms to be brought back to FS&M for final approval’.*
- the reduction of the maximum figure for Grant/Loan or combination Awards from £200k to £25k to be reflected within the wording of the Proposal section (4.1) to *‘An application can be awarded either as a grant or a loan or combination of the two within budget constraints up to a maximum of £25k’.* It was **RESOLVED**

that the attached Guidelines for Awarding Grants/Loans as amended be received, approved and adopted.

79. TOWN AND COMMUNITY COMMITTEE

Members discussed the appointment of a Councillor to fill the perceived current vacancy on the Town and Community Committee membership. It was **RESOLVED**

that no new Member would be appointed to this Committee, instead a Chair would be elected at each of the two remaining meetings if the Vice-Chair was not in attendance.

80. SAFEGUARDING POLICY AND DECLARATION

Members received a safeguarding policy document which they considered. It was **RESOLVED**

that the policy be adopted and that the new Town Clerk, Mrs Janet Wheeler appoints a Safeguarding Officer once she is in post.

81. TOWN CLERK INTERIM PERIOD

Members had before them the decision of the panel (with delegated powers) to appoint and amend working hours for staff during the interim period following the Town Clerk's retirement on the 12 February 2016 up to the appointment of the new Town Clerk on the 4 April 2016. It was **RESOLVED**

that Nicci Taylor would become acting Proper Officer, Liz Jones acting Responsible Finance Officer and that Cath Adams would be paid an additional four hours per week during the interim period following the Town Clerk's retirement on the 12 February 2016 up to the appointment of the new Town Clerk on the 4 April 2016.

82. EXCLUSION OF THE PUBLIC AND THE PRESS

It was moved by the Chairman and **RESOLVED**

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 publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

MINUTES OF THE CONFIDENTIAL SESSION OF THE FULL COUNCIL MEETING HELD ON 16 FEBRUARY 2016

83. TOWN MEDAL AWARD

Members discussed the nominations and award process of the Town Medal. It was **RESOLVED**

that a Special Full Council Meeting to discuss the nominations for the Town Medal would be held prior to the next Full Council meeting scheduled to be held on Tuesday 29 March 2016.

The meeting closed at 9.15pm.

ppd

Mayor