

8th October 2019

To: The Leader and Deputy Leader; Cllrs; Roger Hunneman; Jon Gage, Jeff Beck; Nigel Foot; Chris Foster David Marsh; Sarah Slack; Martha Vickers (CS Committee Members) and remaining Council Members

Dear Councillors,

You are required to attend a meeting of the Victoria Park Sub Committee to be held in the Council Chamber, Town Hall, Market Place, Newbury, on 23rd October 2019 – **7pm**

Yours sincerely,

David Ingram
Community Services Manager

AGENDA

1. Apologies for absence

Chairperson

2. Declarations of interest and dispensations

Chairperson

To receive any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.

3. Minutes (Appendix 1)

Chairperson

To approve the minutes of a meeting of the Victoria Park sub Committee held on 17th September 2019 (previously circulated).

4. Questions and Petitions from members of the public

Chairperson

5. Members' questions and petitions

Chairperson

6. Exclusion of the Public

Chairperson

To move: That under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business (agenda item 6) because publicity would be prejudicial to the public interest by reason of the confidential commercial & financial nature of the business to be transacted.

7. Community Services Managers Report on Café (Appendix 2)

Community Services Manager

To consider an update from the Community Services Manager.

8. Date of next meeting

Chairperson

To agree a meeting date

**Notes OF A MEETING OF THE Victoria Park sub Committee of the COMMUNITY SERVICES COMMITTEE held in the Elsie Kimber Room, TOWN HALL, MARKET PLACE, NEWBURY
On Tuesday 17th September 2019 AT 7PM**

PRESENT

Councillors; Roger Hunneman, Billy Drummond;

In Attendance

David Ingram, Community Services Manager

- 1. Apologies:** Cllr Martha Vickers, Olivia Lewis, Chris Foster, David Marsh, Jon Gage Martin Colston, Nigel Foot; Jeff Beck, Sarah Slack

- 2. Quorum**

The Community Services Manager declared that due to the lack of members the Quorum would not be met under the Terms of Reference of the sub Committee Councillors Roger Hunneman & Billy Drummond, being in attendance although the Common Law requirement of 2 Members had done so.

All decisions will be made by a vote of the majority of the Sub-Committee members present. A minimum of 4 Members will be the required quorum for any meeting of the Sub-Committee.

It was agreed that the meeting would continue on a non binding basis to discuss the Agenda & written comments & feedback received from absent members to be able to forward these to the Community Services Committee meeting 23rd September 2019. There were no members of the Public in attendance

- 3. Mins of Meeting of 8th July 2019**

Mins of the meeting of 8th August 2019 were **discussed and agreed to be a true record**

- 4. Questions and Petitions from members of the Public,**

None submitted

5. Members Questions & petitions

Suggestions from Members are discussed in 6 below

6. COMMUNITY SERVICES MANAGERS REPORT

The Report was discussed and subject to the issues being raised in respect of the layout :

that the size Dry Goods storage be reconsidered as well as the Sports Changing area both appear to be undersized for the purposes intended.

the access arrangements to the “public facilities” Toilets & Changing space is to be reconsidered to achieve direct access not from the raised platform (subject to Environment Agency approval) the DDA Toilet to have lifting hoist.

that we should try and retain the overall Café footprint and not compromise by the changes made to the “public “areas.

Rearranged Dry Food / prep Store should have an additional washup sink

Direct access from the Café floor to the internal Toilets was acceptable in Regulation terms, the access door should be rehung to open into the floor to restrict vision.

The NTC storage area was intended to now be included in an external fenced compound with the Bin storage & possibly the air source heat pumps slightly away from the building itself. This is being considered in aesthetic & Planning terms.

7. It was agreed that the Recommendation going forward to Community Services Committee on 23rd September should be:

To note the Minutes from the Victoria Park subcommittee

To approve the final design, subject to minor internal only changes above & as might be directed by the Victoria Park subcommittee.

To agree to a full Planning Application to be prepared & submitted to West Berkshire Council for this facility by Michael Pagliaroli Architects as set out in their fee bid.

The Meeting closed at 20.10