

**Minutes of a meeting of the Civic Pride, Arts, & Culture Committee held in the
Council Chamber on Monday 1 July 2024 at 7.30pm**

Present:

Councillors Vera Barnett, Jo Day, Billy Drummond; Nigel Foot; David Harman;
Chris Hood; Andy Moore; and Graham Storey

Officers present:

Elisa Mullen (Civic Manager), Amy Xing (Corporate Support Officer)

1. Election of a Chair and Vice-Chair for the municipal year 2024/25

Proposed: Billy Drummond

Seconded: Andy Moore

Resolved: Councillor Jo Day was duly elected as Chair of Civic Pride, Arts and Culture Committee for the municipal year 2024/2025.

Proposed: Jo Day

Seconded: David Harman

Resolved: Councillor Billy Drummond was duly elected as Vice-Chair of Civic Pride, Arts and Culture Committee for the municipal year 2024/2025.

2. Apologies for absence

Apologies: Councillors Phil Barnett and Gary Norman

3. Declarations of interest and dispensations

The Civic Manager declared that Councillors Billy Drummond and Nigel Foot are also members of West Berkshire Council, which is declared as a general interest on their behalf, and a dispensation is in place to allow them to partake in discussions relating to West Berkshire Council business.

4. Minutes

Proposed: Billy Drummond

Seconded: Vera Barnett

Resolved: The minutes of the meeting of the Civic Pride, Arts and Culture Committee held on 19th February 2024 were approved.

Actions from the previous meeting were all fulfilled, with items to be discussed as part of this meeting's agenda.

5. Questions and petitions from members of the public

There were none.

6. Members' questions and petitions

There were none.

7. **Update from Local Democracy Working Group**

It was noted that the Primary School sessions for Local Democracy Week will be taking place in the Council Chamber between 7th – 18th October 2024. All Councillors are encouraged to participate in this year's programme.

Proposed: Nigel Foot

Seconded: Andy Moore

Resolved: The Terms of Reference for the Local Democracy Working Group were approved by the Committee.

Proposed: Jo Day

Seconded: David Harman

Resolved: Councillor Andy Moore is to be added as a member of the Local Democracy Working Group, and should be invited to future meetings going forward.

8. **D Day 80th Anniversary Working Group**

The Committee received a report from the Chair on the D Day Anniversary event which took place on 6th June 2024 at Greenham Control Tower, which highlighted the work that the Working Group did and the fundraising to help make the event a success.

The Chairperson thanked all those who participated and called the Working Group to a close as the objectives have now been fulfilled.

The Civic Manager will send the wording of the poem delivered by Kennet School during the Service to NWN and publish it on the Town Council website.

9. **VE Day 80th Anniversary – 8th May 2024**

Proposed: Jo Day

Seconded: Vera Barnett

Resolved: That a Working Group should be formed to discuss plans to commemorate VE Day 80th Anniversary in 2025.

Councillors Vera Barnett, Graham Storey, Jo Day and Andy Moore all volunteered to be a part of the Working Group. It was also encouraged that invitations are extended to Councillor Phil Bernet, Newbury Town Council's CEO, and the Royal British Legion to involve them in sharing ideas and working cohesively.

The first meeting will be arranged to take place in November, once Remembrance Sunday has taken place.

10. **Mayor's Benevolent Fund**

A report was presented by the Civic Manager outlining the changes that will be made the Mayor's Benevolent Fund following the meeting of Full Council on 24th June where it was agreed that the charity would now be repurposed to solely focus on supporting the Mayor's chosen charity for the municipal year.

It was requested that the Civic Manager explores if there is an opportunity for the charity to receive Gift Aid to help increase funds.

11. Newbury Town Trails

Proposed: Andy Moore

Seconded: Vera Barnett

Resolved: The Newbury Town Trails Family Scavenger Hunt map will be printed and distributed ready for the start of the school summer holidays.

It has been actioned for the Civic Manager to get this printed as soon as possible.

12. Freedom of the Town and Honorary Aldermen

Proposed: Jo Day

Seconded: Billy Drummond

Resolved: The process for granting Freedom of the Town and appointing Honorary Aldermen of Newbury was approved.

The process nominating Freedom and Honorary Aldermen will be circulated to all Councillors and should be included on the next agenda for Full Council to consider nominations to apply for the honour.

13. Newbury Town Flag Display

Proposed: Vera Barnett

Seconded: Graham Storey

Resolved: The draft display showcasing the Newbury Town Flag in the Town Hall, in memory of Rod Thomason, was approved.

The Civic Manager will arrange for an unveiling of the display to take place on 17th October 2024, on the 1st anniversary of when Rod passed away.

14. Flying the Town Flag from the Town Hall

The Civic Manager presented an updated Flag Flying policy which included an application process for anyone who wishes to request the flying of a particular flag from the Town Hall building.

The consensus among the Councillors was that there needed to be further clarification in the report that:

- The default flag for the town is the Newbury Flag;
- There should be a limit of flying alternative flag requests to be 1 day as default, but can be requests for it to be flown for up to a maximum of 1 week;
- In exceptional circumstances a flag can be flown for a maximum of 3 months with express permission from the Civic Pride, Arts and Culture Committee

The Committee felt there needed time to reflect further refining of the policy before a vote could be taken for approval. The Civic Manager will work on this policy and bring to review at the next meeting of this Committee.

15. Retiring the Ukrainian Flag

Proposed: Andy Moore

Seconded: Nigel Foot

Resolved: The Newbury Town Flag continues to be flown from the Town Hall as our default flag following Newbury Pride (13th July 2024).

Following consultation with the Ukrainian Community, the Civic Manager relayed feedback that it would be more appropriate for us to quietly retire the Ukrainian Flag and then to fly it on Ukraine Day each year, which is the 24th August.

Proposed: Jo Day

Seconded: Vera Barnett

Resolved: The Ukraine Flag is flown on Ukraine Day, 24th August, each year from the Town Hall building.

The Committee felt that any consultations on flying the Ukrainian Flag from the Town Hall on other occasions should be considered favourably.

16. Newbury Town Band

The agreement between Newbury Town Council and Watership Brass was presented to Newbury Town Council. The Civic Manager outlined that we pay an annual retainer to Watership Brass for them to have the title of the Newbury Town Band and for their ongoing support to provide for Remembrance Sunday, and that there was no obligation for them to play at our Mayor Making ceremonies. It was made explicit that if this arrangement were to cease then it would be incredibly difficult to source another band to support the Town Council for our Remembrance Sunday parade and service and that our retainer fee was guarantee that they will be able to support the Town Council on Remembrance Sunday.

The Committee actioned the Civic Manager to liaise with Watership Brass in ensuring that the agreement is kept up to date moving forward, and the updated version to be brought to the next meeting.

17. Twin Town Signage

The Civic Manager invited the Committee to discuss new ideas for ways in which we can feature and highlight Newbury's Twin Towns within the Parish, bringing a presence and visibility of them to the public.

Councillor Jo Day agreed to speak with her contact regarding the feasibility of a sun dial in Victoria Park.

The Civic Manager agreed to do a feasibility study on installing physical plaques about each Twin Town in Victoria Park and creating a Town Trail Map with further information about each town. Councillor David Harman suggested that there could be a link to this with our new Community Café.

It was also suggested that we collaborate with NTTA on potential funding or sponsorship opportunities for this project, and for replacing our Parish welcome signs.

18. Heritage Open Day

It was noted that this year's Heritage Open Day event will take place on Saturday 14th September, with the National theme of Routes, Networks and Connections.

Councillor Nigel Foot suggested we contact the Kennet Valley Guild of Spinners, Weavers and Dyers to see if they would like to be involved in this year's event.

A call out for volunteers will be sent to Councillors in due course, as the success of this event is only viable if we have a strong number of volunteers.

19. Civic Manager's Reports

The Civic Manager presented reports on the following key Civic Events which have taken place since the last meeting:

- Civic Awards
- Mayor Making
- Mayoral Fundraising
- Raising the Profile of the Council in the Community

The Civic Manager also highlighted that we've had a very successful Civic Team recruitment campaign, hiring 3 new Macebearers and a new Town Crier. We are currently waiting for the Town Crier's new uniform to arrive and then a PR Campaign introducing the new Civic Team to the Town will be created and published.

20. Civic Events

- The information regarding 10 Civic Events held since the last meeting of this committee was received and noted.
- Information relating to future Civic Events was noted including 60th Anniversary of Twinning with Braunfels, Art on the Park and a date TBC for the Annual Bowls Match
- The Mayor, Cllr Andy Moore, expressed his interest in reprising the Fundraising Concert as one of his fundraising events during his mayoral year for his chosen charity.

21. Forward Work Programme for Civic Pride, Arts & Culture Committee meetings 2024/25

Noted. Councillors requested to add the following to the Forward Work Programme

- Flag Flying Policy Review
- VE Day Working Group
- Twin Town Commemorations
- Watership Brass Agreement Review

There being no further business, the Chairperson declared the meeting closed at 8:55pm.

The Councillors offered their thanks to Civic Manager, Elisa Mullen, for all her support to the Committee as she moves on from Newbury Town Council to relocate to the North East.

Chairperson:

Date: