

20<sup>th</sup> March 2025

**To Cllrs: David Harman, Roger Hunneman, Stephen Masters, Sarah Slack, Meg Thomas & Martha Vickers**

**And: Nikki Coome** (Lay member)

You are summoned to attend a meeting of the **Climate Emergency Sub Committee** to be held in the Council Chamber, Town Hall, Market Place, Newbury RG14 5AA, on **Wednesday 26th March 2025 at 7.30pm**. This meeting is open to the Press and Public and will be streamed and recorded via Zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/83946872187?pwd=CkhYeDUsgUAChYxmRljngxZxafYYdq.1>

Meeting ID: 839 4687 2187    Passcode: 126453

**Martin Kavanagh**  
**Services Delivery Manager**

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## **AGENDA**

- 1. Apologies**  
*POSS*
  
- 2. Declarations of Interest and Dispensations**  
**To receive** any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.  
*POSS*
  
- 3. Minutes (Appendix 1)**  
**To Approve** the meeting minutes for the previously Climate Emergency Working Group of 4<sup>th</sup> December 2024.  
*Chair*
  
- 4. Questions and Petitions from Members of the Public**  
Questions, in writing, must be with the Parks and Open Spaces Supervisor by 2pm Tuesday 25<sup>th</sup> March 2025.  
*POSS*
  
- 5. Members' Questions and Petitions**  
Questions, in writing, must be with the Parks and Open Spaces Supervisor by 2pm Tuesday 25<sup>th</sup> March 2025.  
*POSS*

**6. Environmental Grant Applications (Appendix 2)**

**To Consider** grant applications received, update on previous approved grants and this years grants (£) total and FY 25/26 Budget available.

*Chair & POSS*

**7. Carbon Footprint reduction update (Appendix 3)**

**To note** Current targets, monitoring performance - update including Hall roof PVs & VP Lime Street Lighting, Grounds Maintenance Contract waste and recycling rates - update New PV potential sites update. Annual external audit will be instructed by SDM.

*POSS*

**8. Forward Work Programme (Appendix 4)**

**To review** the forward work programme.

*POSS*

**10 Next Meeting date**

The next meeting date is Wednesday 21<sup>st</sup> May 2025 at 7:30 pm.

If you would like a paper copy or large print copy of this agenda, please request this from the Reception Desk at Newbury Town Hall.

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 NewburyTC

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all be proud of

**MINUTES OF THE CLIMATE EMERGENCY SUB COMMITTEE (CESC)  
ON TUESDAY 4th DECEMBER 2024**

**PRESENT**

**Councillors:** David Harman (Chair), Roger Hunneman, Sarah Slack, Meg Thomas, Martha Vickers (by Zoom) and Graham Storey (sub)

**Officers:** Martin Kavanagh, Services Delivery Manager (SDM)

**Attending:** Lay member Nikki Coombe

**1. APOLOGIES FOR ABSENCE**

Cllr: Steve Masters – sub provided

**2. ELECTION OF CHAIRPERSON**

Cllr Harman was elected to the position of Chairperson

**Proposed:** Cllr Hunneman

**Seconded:** Cllr Slack

**3. ELECTION OF VICE CHAIRPERSON**

Cllr Slack was elected to the position of Vice Chairperson

**Proposed:** Cllr Harman

**Seconded:** Cllr Hunneman

**4. DECLARATIONS OF INTEREST AND DISPENSATIONS**

The Services Delivery Manager declared that Councillor Martha Vickers is also a Member 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.

**5. APPROVAL OF PREVIOUS MEETING MINUTES**

Minutes of the CEWG held on 10<sup>th</sup> Sept 2024 were approved and signed by the Chairperson.

**6. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC**

One question received regarding the use of single use plastics and their recycling rates / destruction by the large retailer's unit across the town. SDM to write to the retailers requesting the data and report to next scheduled CESC Meeting.

**7. MEMBERS QUESTIONS AND PETITIONS**

Cllr Slack agreed to take this question on water safety forward to the next CS Committee meeting as an agenda item.

**8. ELECTION OF SUB COMMITTEE LAY MEMBERSHIP**

Ms Nikki Coome was elected to the sub committee with her nominated substitute being Sarah Kirby. The SDM to contact Chris Foster and establish his appetite to continue in a lay capacity supporting this sub committee.

**Proposed:** Cllr Harman

**Seconded:** Cllr Slack

**9. COMMITTEE SUBSTITUTE MEMBERS**

**Resolved:** as any other Councillors

**10. TERMS OF REFERENCE (Appendix 2)**

**Resolved:** the Climate Emergency Sub Committee terms of reference were adopted.

**11. ENVIRONMENTAL GRANT APPLICATIONS (Appendix 3)**

**Resolved:** Nature Corridor of £412.59, and Greenfest/Green Exchange of £2000 were approved, however the Newbury Flood Forum was unsuccessful. The earlier application for Eco Friends of £1610 was also approved by the Sub Committee.

**12. CARBON FOOTPRINT REDUCTION UPDATE (Appendix 4)**

**Noted:** the Service Delivery Managers report with SDM requested to update the progress graphs and undertake a costing exercise for a replacement of the existing (at end of useful lifecycle) PV Solar with the existing planned and budgeted additional PV Panels.

**13. ENVIRONMENTAL ISSUES**

**Noted:** the recent WBC & EA Meridian 6pm news broadcast regarding flood risks and mitigations must now extend to the individual property occupiers/owner and to not wholly rely on WBC & EA.

**14. PRESENTATION OF EVENTS CHARTER (Appendix 5 & 6)**

**Resolved:** the NTC edition of the Events Charter was approved and will now be distributed to our event partners as a voluntary code of practice.

**15. PR**

**Concern:** was expressed once again regarding the accessibility and navigation to the Grants application page. Further promotions required across all our marketing channels but in particular, Kennet radio, NWN, niche social media channels and our website, with a further request to implement reciprocal links with key stakeholders.

**16. MEETING FREQUENCY & NEXT MEETING**

**Resolved:** meetings to be planned on a three-month frequency until further notice. The next meeting date is Wednesday 26th March 2025 starting at 7:30pm

THERE BEING NO OTHER BUSINESS THE CHAIR THANKED THE GROUP FOR THEIR CONTRIBUTION TO THE MEETING AND CLOSED THE MEETING AT 21.30 HRS.

### Environmental Grant Applications

We have the following grant application(s) to consider:

- |               |                                      |                         |
|---------------|--------------------------------------|-------------------------|
| From          | Project and Total Cost               | Grant value requested £ |
| • Hazel Inman | Newbury Tennis Club Lighting £23,844 | £6,344                  |

Please see below for the detailed information relating to the grant request.

An A3 copy will be available for the meeting for your consideration.

Consent for storing submitted data	Do you confirm that the criteria for grant aid has been read.	Point of Contact: The name of the main contact for the person/organisation/body seeking the grant.	Address: The address of the main contact.	Telephone (Home): The home contact number of the main contact.	Telephone (Work): The work contact number of the main contact.	Email: The email address of the main contact.	Where does the organisation meet:	Please give details of the purpose for which the grant is required how carbon reduction/benefit will be achieved by this investment and how this relates to the Town Council Climate Change Agenda.	How will success be measured and how will this be fed back to the Council's Climate Change Working Group?	Total cost of scheme/project/activity for which grant aid is required: (Rounded to the greater pound)	Amount of grant applied for: (Rounded to the greater pound)	What other sources of funding have been approached, or are available for this scheme?	Have you received a Newbury Town Council Grant before?	When and what was the amount?	Please give further information in support of your application:	Required Action... Please email a balance sheet giving a breakdown of the organisation's income/expenditure in the previous year, including details of all balances held.	I confirm the information provided to be true.	Please insert your name to digitally sign this document.	Member State	Created	Updated	Entry Id	Page Name
True	Yes	Hazel Inman	Flat 6, Ichester Court, Link Road, Newbury RG24 7LN	0795 381756	0795 381756	hazel.inman@gmail.com	Newbury Tennis Club, Poplar Place, RG24 7NA	To convert aged halogen, inefficient, floodlights to LED, efficient, floodlights. This will reduce our carbon footprint, in turn contributing to the Town Council's support for the Climate and Ecology Bill, and the Town Council's Carbon Neutral target by or before 2030. LED's will also reduce the light pollution into the surrounding natural habitat.	By immediate and ongoing reduced power consumption which can be evidenced by lower energy bills. Feedback can be provided to the Council's Climate Change Working Group by whatever means the Working Group requires.	£23,844	£6,344	Newbury Tennis Club Csk, NTA Coaching Partners Csk - matched by Csk to be activated with The Good Exchange, Greenham Trust grant £2.5k. We are also looking at other options for sources for possible funding i.e. Berkshire Community Foundation.	No		Our halogen floodlights are in need of renewal as they are failing and replacement lamps are no longer available. Conversion to LED lamps will have a positive impact on the environment, with LED lasting for years and years with significantly reduced energy consumption. Planning permission has been granted by WBC for this project. We are committed to sustainability and have accumulated reserves in our accounts/budgets for court resurfacing in the next couple of years. Our budget doesn't stretch beyond our accumulated Csk input for this project. Newbury Tennis Club is partnered with Victoria Park Tennis Courts, a Newbury Town Council venture, meaning the local community also benefits from the Floodlit 4.0e courts at Newbury Tennis Club. Our proposed LED installation at Newbury Tennis Club is based on the Victoria Park LED Floodlight installation, as carried out by Newbury Town Council. Several quotes were obtained and the best value for our court lighting specification requirement is the same supplier/installer as Victoria Park/Newbury Town Council courts, being Highlights Floodlighting Ltd. Additional information to be found in my email which it is to follow.	True	Hazel Inman	Approved	13/01/2025 17:13	13/01/2025 17:13	5713	2269	Climate Emergency - Grant Aid Application Form

### Environmental Grant Applications Budget Review

Budget allocated FY24/25

We will by the end of march have allocated a total value of £4022.59 not including the latest application for review from Newbury Tennis Club if there is a grant approved , it will come from this years budget.

## **CARBON FOOTPRINT REDUCTION AND BIODIVERSITY UPDATE**

### **CARBON REDUCTION**

**OBJECTIVE is to be carbon neutral by 2030 by achieving an average saving of 7 tonnes of carbon each year.**

#### **This FY reduction projects**

- NTH Solar PV renewal – damaged roof has delayed this C/f to FY 25/26
- Tree planting policy count, two for everyone we remove - **ongoing**
- (New) Change to green energy for electricity for all our assets, starting with the Town Hall -**done**
- (New) Investigate power supply source for our street / footway lighting and encourage a switch to green energy if possible
- (New) Quantify the carbon reduction from the last three years lighting upgrades made
- Identify new solar PV sites on NTC Assets - **done**
- (New) Consider and report the opportunity to remove energy from gas from the Town hall

#### **These activities will carry over into FY 25/26**

- Environmental grants – ongoing process
- (New) Instruct annual external audit and report of our progress
- Identify sites and cost estimates for new solar PV on NTC Assets
- Investigate more efficient heating system in the Town Hall and then extend across other NTC assets where feasible
- (New) Consider and report the opportunity to replace gas to electricity at the Town hall
- (New) Quantify the carbon reduction from the last three years lighting upgrades made
- (New) Investigate power supply source for our street / footway lighting and encourage a switch to green energy if possible

**Where we are we today on our carbon reduction journey? We will have an accurate update following the annual external auditors report.**

### **BIODIVERSITY**

- Sadly, this is harder to quantify but just as important. We did not survey our assets 10yrs ago so it is difficult quantify exactly how far we have come.
- We can however start to track all the projects we either have been or are currently directly involved with (Tree planting policy for example) and where we have supported local external environmental projects such as through our grants

system and build up an evidenced statement of our commitment from there.  
This will require addition officer time to collate this data, but I fell we need to do this. Do I have your support for this?

## Forward Work Programme for FY's 25/26

### Quarterly Climate Emergency Sub Committee Meetings

## Forward Work Programme for FY's 25/26

### 26<sup>th</sup> March 2025 Meeting, Suggested Forward Plan

Environmental grants – ongoing process  
 (New) Instruct annual external audit and report of our progress  
 Identify sites and cost estimates for new solar PV on NTC Assets  
 (New) Investigate more efficient heating system in the Town Hall and then extend across other NTC assets where feasible.

**Recommendation: To note and agree** any other items that Members resolve to add to the Forward Work Programme

### 25<sup>th</sup> May 2025 Meeting, Suggested Forward Plan

Newbury in Bloom update  
 Thames & Chiltern In Bloom update  
 GM Contract update  
 Green Fest update  
 Hutton Close, next steps following flower beds and tree planting Biodiversity listing and carbon reduction calc  
 (New) Consider and report the opportunity to replace gas to electricity at the Town hall  
 (New) Quantify the carbon reduction from the last three years lighting upgrades made  
 (New) Investigate power supply source for our street / footway lighting and encourage a switch to green energy if possible



**Recommendation: To note and agree** any other items that Members resolve to add to the Forward Work Programme

**6<sup>th</sup> October 2025 Meeting, Suggested Forward Plan**

**Consider what projects you would like included in the budget year 26/27 and forward to RFO for inclusion in the budget formulation process (agenda item for this meeting).**

**Recommendation: To note and agree** any other items that Members resolve to add to the Forward

**07 January 2026 Meeting, Suggested Forward Plan**

**TBA**

**Recommendation: To note and agree** any other items that Members resolve to add to the Forward Work Programme