

**MINUTES OF A MEETING OF THE COMMUNITY SERVICES COMMITTEE HELD IN THE  
COUNCIL CHAMBER, TOWN HALL, MARKET PLACE, NEWBURY  
ON MONDAY 12 DECEMBER 2016 AT 7:30PM**

**PRESENT**

Councillors Howard Bairstow (Chairperson); Jo Day (named substitute) David Fenn; David Fish; James Frederickson; John Gardner; Sarah Greenall; Martha Vickers.

**39. APOLOGIES FOR ABSENCE**

Councillors Dave Goff; Arthur Johnson; Anthony Pick; Tony Stretton

**Absent:** Cllr Mike Johnston

**40. DECLARATIONS OF INTEREST AND DISPENSATIONS**

The Community Services Manager declared that Councillors Howard Bairstow, James Fredrickson 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.

**41. MINUTES**

An amendment to the minutes at item 19, 'Declarations of Interest and Dispensations' which should remove Cllr David Fish and include Cllr James Fredrickson was noted.

**PROPOSED:** Councillor Sarah Greenall

**SECONDED:** Councillor James Fredrickson

**RESOLVED:** That the minutes of the meeting of the Community Services Committee held on 26 September 2016, be approved as a correct record and signed by the Chairperson to include the amendment as above.

**42. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC****Agenda Item 4****Public Question from Mr Allan Mercado.**

"Please can the Town Council explain why no action has yet been taken by the Environmental Health Department to remove the health hazard of a Veolia type green bin full of stale fish from the Black Boys Bridge pavement?  
It has remained there for 5 weeks and is a public health hazard."

**Chairperson's response**

"Thank you for your question. Officers have referred your complaint to the Environmental Health Department at West Berkshire District Council. They have confirmed they are aware of this and are dealing with the complaint".

Supplementary Question:

"I have informed the West Berkshire Council Environmental Health Department some two weeks ago. They have contacted me but still nothing has been done. When it is warm or hot a bin full of stinking fish is dreadful and there should be no excuse for it to be left".

**Chairperson's response:**

"This is not good enough, please be assured that we have reported the issue to the Environmental Health Department."

#### 43. MEMBERS' QUESTIONS AND PETITIONS

##### **Members Question from Cllr Elizabeth O'Keeffe.**

My question relates to Market traders proposed parking.  
I support the traders parking in Northcroft Lane unmade up car park.

I would like to know if the following matters have been carefully considered:

**Question 1** "Will all vehicles be able to pass through the route from entering Camps car park and under the arch making the tight left turn to cross the bridge?"

**Chairperson's response,** "The lorries (one on Thursday, two on Saturday), will not be able to do this and will have to make their own arrangements."

**Question 2,** "Will the traffic lights be switched off? Currently they are on all the time if the traders obey the lights a jam of traffic may occur blocking the pavement."

**Chairperson's response,** "This issue was considered during our discussions with the Highways Authority. As the street will be closed to traffic at the time of this arrangement, there will be no need to have regard to the traffic lights at that time and traders will be advised of this. The entire operation will be supervised."

**Question 3,** "The vehicles will be approaching the pavement blind. It is very busy on Thursday and Saturday. Adjacent to the opening is the towpath crossing. Pedestrians are used to moving in this area free of traffic."

**Chairperson's response,** "The entire process will be supervised by the market managers, one of whom will be on duty, in a hi-vis jacket, at the point where the traffic will cross the pavement."

**Question 4,** "If not already considered perhaps a traffic warden on duty to ensure free flow of the trader's vehicles and pedestrian safety would be a sensible precaution. Temporary signage on the pavement might also help."

**Chairperson's response,** "Agreed; temporary signage on the pavement might also help and will be considered".

**44. MARKET MANAGEMENT**

A presentation was made to Steve Brind on his retirement as Newbury Town Council Market Manager.

It was noted that new joint Market Managers have been appointed and officially started on 26 November 2016.

**45. MARKET WORKING PARTY**

The minutes of the Market Working party meetings held on 17 October 2016 and 5 December 2016 were noted.

**46. MARKET TRADERS PARKING REQUIREMENT**

It was noted that the Town Council has been exploring further options for replacement trader parking with West Berkshire District Council. West Berkshire District Council has offered parking at Northcroft Lane as an alternative. The Market traders have been consulted and there have been no objections.

**47. VICTORIA PARK**

A verbal update was received from Cllr David Fish relating to Victoria Park, which included the ongoing repairs to the Parkway footpath and wall, the new surface on the Bowls Club, the completion of the football pitch, the refurbishment of the tennis courts and the café project.

It was suggested that the Victoria Park Friends Group could be re-launched and new members sought. Cllr David Fish noted that members of the public are welcome to apply to join the Victoria Park Working Group and two members of the public had attended the last meeting.

It was agreed that there was a distinct difference between the Friends Group, with them being more 'hands on'.

**48. VICTORIA PARK WORKING GROUP MINUTES**

The minutes of the Victoria Park Working Group held on 29 November 2016 were noted.

**49. DETAILED SERVICE PLANS**

**PROPOSED:** Councillor David Fish

**SECONDED:** Councillor Sarah Greenall

**RESOLVED:** That the Service Plans are accepted and published as a new starting point on the Town Council website, with the following amendment:

**Remove** 'Market Service Plan: item MM70 – Monitor Footfall' as this is no longer actioned.

NRC 230 - There was discussion regarding the Newtown Road Cemetery toilet provision as the Friends of Newtown Road Cemetery have raised a considerable amount of money towards the project. It was agreed that this would be discussed in more detail with the Community Services Manager at a later date.

#### 50. SERVICES REVENUES FOR 2017/18

*It was noted that there was an error on this Agenda item. The proposed football pitch charges for 2017/18 should read, "from £60 to £61.50".*

**PROPOSED:** Councillor Sarah Greenall

**SECONDED:** Councillor David Fish

**RESOLVED:** That there would be a 2.6% increase in Cemetery Charges for 2017/18 financial year.

**PROPOSED:** Councillor Sarah Greenall

**SECONDED:** Councillor David Fish

**RESOLVED:** That there would be a 2.6% increase in Market Charges for 2017/18 financial year.

**PROPOSED:** Councillor Sarah Greenall

**SECONDED:** Councillor David Fish

**RESOLVED:** That there would be a raise from £60 to £61.50 (2.6%) for senior pitches and continue with no charge for junior pitches for 2016/17 financial year.

**PROPOSED:** Councillor Sarah Greenall

**SECONDED:** Councillor David Fish

**RESOLVED:** That for the 2018/19 financial year for Newbury Parish Residents there would be an increase from 33p per sq. metre to 33.4p per sq. metre (equivalent to £8.35 per pole) (2.5%), in line with projected inflation for 2018/19 giving tenants one year's notice of the increase as agreed in the Council's Full Council Meeting of 10 February 2014.

**RESOLVED:** That for the 2018/19 financial year for Non-Residents of Newbury there would be an increase from 99p per sq. metre to £1.015p per sq. metre (equivalent to £25.37 per pole) (2.5%), in line with projected inflation for 2018/19 giving tenants one year's notice of the increase as agreed in the Council's Full Council Meeting of 10 February 2014.

#### 51. REVIEW OF COMMUNITY SERVICES 2017/18 BUDGETS

**PROPOSED:** Councillor James Fredrickson

**SECONDED:** Councillor Sarah Greenall

**RESOLVED:** That the proposed draft Community Services budget is submitted to Policy & Resources as set down in Appendix 7a & 7b of the Agenda.

Cllrs Jo Day, John Gardner and Martha Vickers abstained from the vote.

**52. ALLOTMENT STEWARDS MEETING**

The minutes of the Allotment Stewards meeting held on 6 October 2016 were noted.

**53. ALLOTMENT RULE CHANGE**

**PROPOSED:** Councillor David Fenn

**SECONDED:** Councillor Sarah Greenall

**RESOLVED:** An allotment rule change as follows:

**2. The Tenant will:**

(I) Before erecting any structure (including polytunnels), obtain written consent from the Council. Sheds should be no larger than 50 sq. ft. in area/footprint with a height no more than 8ft. Polytunnels and greenhouses can be of various sizes (to be agreed with the Council) and no structures must cause an obstruction of light issue.(Consideration will be given to the erection of more than one structure).

**54. NEWBURY IN BLOOM**

It was noted that the 2016 Newbury in Bloom competition was an outstanding success. Expressions of interest from Councillors to participate in the initiative in 2017 should be forwarded for consideration to the Chairperson of Civic Pride Arts & Leisure, Councillor Margo Payne.

**55. CONTRACT TO MAINTAIN THE PUBLIC TOILETS AT THE WHARF, NEWBURY**

The officer's recommendation for the provision to maintain the Wharf Toilets was considered.

**PROPOSED:** Councillor Sarah Greenall

**SECONDED:** Councillor Martha Vickers

**RESOLVED:** To award the contract for opening, closing and cleaning the toilets at The Wharf to Healthmatic Ltd in accordance with their tender received 16 November 2016.

A presentation was received by Healthmatic Ltd stating the pros and cons of charging for the use of the toilets. It was agreed that the decision as to whether to charge for the use of the toilets would be considered by officers and a recommendation would be made to the January 2017 Policy & Resources Committee when setting the budget for 2017/18.

**56. VISITOR INFORMATION SERVICE**

**PROPOSED:** Councillor James Fredrickson

**SECONDED:** Councillor Sarah Greenall

**RESOLVED:** To grant a licence to Soulstice Ltd. to provide Newbury Visitor Information Services from Suite 1, Town Hall, Newbury, in accordance with the terms and conditions of this report and the attached licence.

**THERE BEING NO OTHER BUSINESS THE CHAIRPERSON THANKED ALL THOSE IN ATTENDANCE AND DECLARED THE MEETING CLOSED AT 9:03pm.**

**CHAIRPERSON**

**DRAFT**