

**MINUTES OF A MEETING OF THE COMMUNITY SERVICES COMMITTEE HELD IN THE  
COUNCIL CHAMBER, TOWN HALL, MARKET PLACE, NEWBURY  
ON MONDAY 25 SEPTEMBER 2017 AT 7PM**

**PRESENT**

Councillors Howard Bairstow; Jo Day (named substitute); Adrian Edwards; Miles Evans; David Fenn; David Fish; James Fredrickson; John Gardner; Sarah Greenall; Margo Payne; Tony Stretton; Martha Vickers.

**23. APOLOGIES FOR ABSENCE**

Councillor Arthur Johnson.

**24. DECLARATIONS OF INTEREST AND DISPENSATIONS**

The Community Services Manager declared that Councillors Howard Bairstow, Adrian Edwards and 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.

**25. MINUTES**

**PROPOSED:** Councillor David Fenn

**SECONDED:** Councillor Adrian Edwards

**RESOLVED:** That the minutes of the meeting of the Community Services Committee held on 24 May 2017, be approved and signed by the Chairperson with an amendment to an error on item 7, which should be amended to state:

*“RESOLVED: That the Out of Parish Allotment rents are reduced to double the “In Parish rate”, to take effect immediately and overpayments be credited towards future charges. No other amendments to the Out of Parish charging scale are to be made until after April 2018.”*

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

There were none.

**27. MEMBERS' QUESTIONS AND PETITIONS**

There were none.

**28. ALLOTMENT AWARDS**

The 2017 allotment awards were presented.

**29. VICTORIA PARK**

**29.1** A verbal update relating to Victoria Park was given by Cllr David Fish which included an update on the bowling-green, tennis courts, sports changing rooms, proposed new café, CCTV, boat store, park lighting, trees and the future vision for the Park in 2017 and beyond.

This included a new sensory garden which had been passed to the Newbury in Bloom Working Group for discussion and planning.

**29.2** It was noted that detailed designs have been produced for submission in a revised detailed tender for the café construction.

**29.3** It was noted that there are 664 registered users to date on the Clubspark tennis court system which is double the number of registered users since June.

**29.4** It was noted that a planning application for the construction of a sports changing room facility in the Park has been approved. An application for Sport England capital match funding has been submitted and we are waiting for the results of this. Tenders have been issued and returned for the construction of the changing rooms.

It was noted that item 7.5 on the Agenda should read 'to consider' and not 'to note'.

*(Cllr Miles Evans left the room at 7:26pm)*

**29.5**

**PROPOSED:** Councillor Tony Stretton

**SECONDED:** Councillor James Fredrickson

**RESOLVED:** That the Victoria Park earmarked funds are approved for further improvements to the Park, as noted items in Appendix 3 of the agenda with the addition of floodlighting for the tennis courts and lighting for the St Marys Road/Park Way pathway.

**30. CITY REC CYCLE PATH**

It was noted that WBDC have provided funds for the construction of a cycle pathway through City Recreational Park and the works are programmed to start in early October 2017.

*(Cllr Miles Evans returned to the meeting at 7:28pm)*

**31. MARKET WORKING PARTY MINUTES**

The minutes of the Market Working Party held on 6 June 2017 were noted.

**32. TOWN HALL FLOORING**

It was noted that the Town Hall Chamber carpet has been replaced with Kardean oak flooring.

**33. TOWN HALL CHAMBER AND SUITE 2 MEETING TABLES/CHAIRS**

**PROPOSED:** Councillor James Fredrickson

**SECONDED:** Councillor Tony Stretton

**RESOLVED:**

i) That the Committee grant approval of the procurement of replacement meeting tables and chairs from appropriate funding streams and approve the allocation of funds from reserves to procure the replacement tables and chairs.

ii) It was agreed that the tables would be the folding top table option, with castors (Option B of Appendix 6b of the Agenda costing £6785.94) and the chairs would be the upholstered seat and back style (Option A of Appendix 6b of the Agenda costing £6142.50)

iii) The Committee **approved** the allocation of funds from reserves to procure replacement tables/chairs.

**34. TOWN HALL SPRINKLERS**

**34.1** It was noted that an investigation had been carried out some 4 years ago to ascertain if a sprinkler system could be installed at the Town Hall.

**34.2**     **PROPOSED:** Councillor Adrian Edwards  
          **SECONDED:** Councillor Miles Evans

**RESOLVED:** Not to have sprinklers installed at the Town Hall.

**35. MARKET POP-UP BUDGET**

**35.1** It was noted that the Market Place pop-ups have required some considerable maintenance this year and whilst there is a maintenance budget in place, this was insufficient to fund all the repairs.

**35.2**     **PROPOSED:** Councillor Cllr Margo Payne  
          **SECONDED:** Councillor Cllr Martha Vickers

**RESOLVED:** To approve an increase in the 2018/19 Market Place pop-up maintenance budget from £1,200 per annum to £3,800.

**36. VICTORIA PARK LIGHTING**

**36.1** It was noted that alternatives to high-level street lighting along the pathway between Park Way and St Mary's Road entrances to Victoria Park have been considered with two options.

**36.2**     **PROPOSED:** Councillor David Fish  
          **SECONDED:** Councillor James Fredrickson

**RESOLVED:** To approve the provision of low-level lighting from Park Way to the Nursery School in Victoria Park and install conventional lighting columns from the Nursery School to St Mary's Road entrance of the Park.

**37. NEWBURY IN BLOOM**

**37.1** The minutes of the Newbury in Bloom Working Group on 25 July and 23 August 2017 were noted.

**37.2** Cllr Sarah Greenall gave an update for the 2017 Awards evening and thanked everyone who was involved and who attended, including Councillors and Officers.

Cllr David Fenn thanked Cllr Sarah Greenall for chairing the Newbury in Bloom Working Group and to all the Councillors and Officers who were part of the event.

There was discussion regarding disability access onto the stage at the Corn Exchange for the presentation evening. It was agreed that this is an important issue which should be addressed at future Newbury in Bloom awards events.

### **38. VICTORIA PARK CCTV**

It was noted that CCTV has now been installed in the Park and is fully operational.

It was also noted that during a recent break-in at the Victoria Park Kiosk, the CCTV captured images of the robbery, which were handed to Police.

### **39. NEWBURY LIBRARY WORKING GROUP**

The notes of the meeting of the Library Working Group of 17 August 2017 were noted.

### **40. TOWN HALL LIGHTNING PROTECTION**

**PROPOSED:** Councillor James Fredrickson

**SECONDED:** Councillor Tony Stretton

**RESOLVED:** To increase the Town Hall R&M budget from reserves as a one off by £22,500 to procure a new lightning conductor system for the Town Hall.

### **41. REVIEW OF THE COUNCIL'S STRATEGY**

The Council's Strategy was reviewed and the following suggestions were made:

#### Short Term Projects.

Cllr Martha Vickers would like to add, 'Promote Newbury's Allotment sites to encourage new tenants.'

Cllr Sarah Greenall would like to add, 'Develop a Sensory Garden within Victoria Park and provide lighting in the Victoria Park tennis courts.'

#### Medium Term Projects.

Cllr Martha Vickers would like to add, 'Strive with our partners to make Newbury a dementia friendly town'

#### Policy Area 1

Cllr John Gardner would like to add, 'Provide more drinking fountains'.

Committee members were asked to email the Leader and Deputy Leader, together with the CEO with their recommendations for the Strategy.

**42. VISITOR INFORMATION**

**42.1** It was noted that in the Full Council meeting of 26 June it was agreed that a Working Group should be established to consider what options and resources are available and to consider how to sustain the Visitor Information service from September 2017 to March 2018. Also to consider the longer term provision of the service.

**42.2** It was agreed that the Library Working Group should take on this role and a new Working Group would not be created.

**PROPOSED:** Councillor Margo Payne

**SECONDED:** Councillor James Fredrickson

**RESOLVED:** That the Library Working Group should take on this role and a new Working Group would not be created.

**42.3** It was noted that in the interim period from September 2017 Newbury Town Council would host a Visitor Information Centre within the reception area of the Town Hall.

**43. EXCLUSION OF THE PRESS AND PUBLIC**

**PROPOSED:** Councillor Adrian Edwards

**SECONDED:** Councillor Miles Evans

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

**44. GROUNDS MAINTENANCE CONTRACT EVALUATION**

**PROPOSED:** Councillor James Fredrickson

**SECONDED:** Councillor Adrian Edwards

**RESOLVED:** To approve Officers recommendation to enter into a joint contract with WBDC for the provision of a grounds maintenance service commencing on 8 January 2018 for the following 5 years and with a further 5 years, year on year, subject to satisfactory performance and adherence to the contract.

Councillors wished for their thanks to be noted for all the hard work that the Community Services Manager put into the tender review for the new grounds maintenance contract.

**45. SUITES 5 & 6 TOWN HALL**

**PROPOSED:** Councillor Adrian Edwards

**SECONDED:** Councillor Tony Stretton

**RESOLVED:** That the Committee agree with Officers recommendations to:

1. Approve new three year leases be signed with the existing tenants of Suite 5 and 6.
2. Authorise Officers to negotiate the best possible terms with the tenants, having regard to the terms of the leases and the valuations received.
3. Approve the signing and sealing of the proposed leases.

THERE BEING NO OTHER BUSINESS THE CHAIRPERSON THANKED ALL THOSE IN ATTENDANCE AND DECLARED THE MEETING CLOSED AT 8.40PM.

CHAIRPERSON

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