

5 December 2017

To: The Leader and Deputy Leader; Councillors Howard Bairstow; David Fish; David Fenn; James Fredrickson; John Gardner; Sarah Greenall; Arthur Johnson; Margo Payne; Tony Stretton; Martha Vickers.

Substitutes: Councillors Jeff Beck; Jo Day; Mike Johnston; Elizabeth O’Keeffe; Anthony Pick; Kuldip Singh Kang.

Also: All Members of the Council for information.

Dear Councillor,

You are required to attend a meeting of the Community Services Committee to be held in the Council Chamber, Town Hall, Market Place, Newbury, on **Monday 11 December 2017 at 7.30pm**. This meeting is open to the Press and Public.

Yours sincerely,

Granville Taylor
Community Services Manager

AGENDA

- 1. Apologies for Absence**
Community Services Manager
- 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 Community Services Committee held on Monday 25 September 2017, already circulated and as attached at Appendix 1.
- 4. Questions and Petitions from Members of the Public**
Chairperson
- 5. Members’ Questions and Petitions**
Chairperson

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6. Building Communities Together Presentation

Chairperson

To receive a presentation from Susan Powell, West Berkshire District Council Team Manager of Building Communities Together.

7. Victoria Park (Appendix 2)

Chairperson

7.1 To note the minutes of the Victoria Park Working Group Meeting held on 7 November 2017 as attached at Appendix 2.

7.2 To receive a verbal update relating to Victoria Park from Chairperson of the Victoria Park Working Group, Cllr David Fish.

8. Community Services Managers Report (Appendix 3)

Community Services Manager

To receive a verbal update from the Community Services Managers on “to note items” not contained in the body the Agenda and as attached at Appendix 3.

9. Market Working Party Minutes (Appendix 4a & 4b)

Chairperson

9.1 To note the minutes of the Market Working Party held on 25 September and 27 November 2017 as attached at Appendices 4a & 4b.

9.2 To consider the objective of the Strategy (extract as below) and the best way to proceed with it, either by this Committee or an external consultant, seeking advice from the BID as regards to the changing shopping patterns and requirements of the people of Newbury.

Policy Area 1: Delivering Services for the People of Newbury

9.1. O1.STP7 Prepare an action plan to further raise the profile and improve the appearance of the Council's markets, taking into account the changing shopping patterns and requirements of the people of Newbury.

12. Detailed Service Plans (Appendices 5a–5o)

Community Service Manager

A snapshot of the current live Service Plans is attached at Appendices 5a-5o. They are working documents which are changed on an adhoc basis as required by the Community Services Team. They are aspirational only and not in any way committing the Town Council to all actions within them within the defined timescales. Costs are all indicative.

5a – Town Hall

5b – Newtown Road Cemetery

5c – Shaw Cemetery

5d – Markets

5e – Allotments

5f – War Memorial

5g – Footway Lighting

5h – Clock House

5i – Infrastructure Assets

5j - Recreation Grounds

5k – Playground Equipment

5l – Victoria Park

5m – Open Spaces

5n – Floral Displays

5o – Newbury in Bloom

To consider any additions, amendments or deletions to the detailed Service Plans before they are published as a new starting point on the Town Council website.

13. Services Revenues for 2017/18 Financial Year (Appendix 6)

Community Services Manager

To consider proposals for Service Revenues for 2018/19 and allotment for 2019/20 as attached at Appendix 6.

14. Review of Community Services 2018/19 Budgets (Appendix 7)

Community Services Manager

To consider the Officers' proposal for the Community Services Budget for the 2018/19 financial year, as attached at Appendix 7 and in particular to consider any additions, amendments or deletions required, before inclusion in draft budget for Policy & Resources Committee consideration on 15 January 2018.

15. Allotment Stewards Meeting (Appendix 8)

Chairperson

15.1 To note the minutes of the Allotment Stewards meeting of 2 November 2017 as attached at Appendix 8.

15.2 Allotment Rule Change, at the allotment Stewards meeting of 2 November, it was agreed that the following rule change should be taken to the next Community Services Committee meeting for approval.

15.3 To approve the allotment rule change as below:

The Council will:

“Not allow a previously evicted tenant to apply for a new allotment within 2 years from the date of the termination of their tenancy and not accept allotment applications from a person who has had their tenancy terminated twice previously. The Council reserves the right to exclude requests to be added to the allotment waiting list and/or to refuse to enter into an allotment tenancy agreement.”

16. Newbury in Bloom (Appendix 9a & 9b)

Chairperson

16.1 To note the minutes of the Newbury in Bloom Working Group of 12 October and 8 November 2017 as attached at Appendix 9a and 9b.

16.2 To receive an update from the chair of Newbury in Bloom.

17. Key Performance Indicators (Appendix 10)

Chairperson

To consider any additional Key Performance Indicators (KPIs) or amendments to existing KPIs that are relevant to this Committee. See the current Council KPIs at (Appendix 10).

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