

6 March 2018

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 12 March 2018 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. Victoria Park (Appendix 2a, 2b, 2c & 2d)

Chairperson

6.1 To note the minutes of the Victoria Park Working Group Meeting held on 8 January 2018 as attached at Appendix 2a.

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

6.3 To approve funding for 6 new pedalos for Victoria Park (Appendix 2b)

6.4 To approve funding for 2 'portaloos' in Victoria Park for 12 weeks during the summer of 2018 (Appendix 2c)

6.5 To note provisional designs have been created for a "Sensory Garden" (Appendix 2d) to be constructed within the area between the tennis courts and Victoria and Her Lions. Detailed costings are currently being sought and a fully costed submission will be presented to the 4 June Community Services Committee for consideration.

7. Community Services Managers Report (Appendix 3)

Community Services Manager

To receive a verbal update from the Community Services Managers on "to note items" as attached at Appendix 3.

8. Market Working Party Minutes (Appendix 4a, 4b & 4c)

Chairperson

To note the minutes of the Market Working Party held on 25 September, 27 November 2017 and 27 February 2018 as attached at Appendices 4a & 4b & 4c.

9. 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.

10. Allotment Stewards Meeting (Appendix 6)

Chairperson

10.1 To note the minutes of the Allotment Stewards meeting of 2 November 2017 as attached at Appendix 6.

10.2 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.

10.3 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.”

11. Newbury in Bloom (Appendix 7a, 7b, 7c, 7d & 7e)

Chairperson

11.1 To note the minutes of the Newbury in Bloom Working Group of 12 October, 8 November 2017, 7 December 2017, 11 January 2018 & 15 February 2018 as attached at Appendix 7a, 7b, 7c, 7d & 7e.

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

12. Key Performance Indicators (Appendix 8)

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 8).

13. Library Service Agreement with West Berkshire Council’s Library Service (Appendix 9a and 9b)

Chairperson

To approve an agreement for quarterly payments to West Berkshire Council’s Library Service, subject to reasonable progress on matters set out in the objectives of the annual Action Plan.

14. Exclusion of the Press and Public

Chairperson

To move: 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.

15. Temporary lease of part of Council Lands at Hutton Close

Chairperson

To consider a request for a temporary lease of part of the Council’s lands at Hutton Close.

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