

**MINUTES OF A MEETING OF NEWBURY TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, TOWN HALL, MARKET PLACE, NEWBURY
ON MONDAY 27 JUNE 2016 AT 7.30PM.**

PRESENT

Councillors Howard Bairstow; Jeff Beck; Jeanette Clifford; Jo Day; Lynne Doherty; Adrian Edwards; David Fenn; John Gardner; Dave Goff; Sarah Greenall; Arthur Johnson; Elizabeth O'Keeffe; Margo Payne; Anthony Pick; Kuldip Singh Kang; Andrew Steel; Julian Swift-Hook (Town Mayor); Martha Vickers.

7. APOLOGIES FOR ABSENCE

Councillors Miles Evans, David Fish, James Fredrickson and Tony Stretton.

ABSENT: Councillor Mike Johnston

8. DECLARATIONS OF INTEREST

The Chief Executive Officer declared that Councillors Howard Bairstow, Jeff Beck, Jeanette Clifford, Lynne Doherty, Adrian Edwards, Dave Goff, Mike Johnston and Anthony Pick 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.

9. MINUTES

PROPOSED: Councillor Margo Payne

SECONDED: Councillor Anthony Pick

RESOLVED: That the minutes of a meeting of Newbury Town Council held on Wednesday 11 May 2016 be approved as a correct record and signed by the Town Mayor.

PROPOSED: Councillor Margo Payne

SECONDED: Councillor Anthony Pick

RESOLVED: That the minutes of the Annual Meeting of Newbury Town Council held on Sunday 15 May 2016 be approved as a correct record and signed by the Town Mayor.

10. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC

There were no questions or petitions

11. MEMBERS' QUESTIONS AND PETITIONS

Councillor Elizabeth O'Keeffe asked the following question:

“Following the motion concerning the re-sighting of the bus station that was agreed at Planning and Highways on June 1st 2016 that was that NTC resolved to send the matter to WBC Planning Department for consideration.

Is this council any nearer to knowing that there is a plan to resolve the matter? My concern which I believe is shared by all members, is what will happen to the visiting coaches and market traders if they do not have a centrally located parking facility? Our town may well lose much needed trade.”

The Town Mayor’s response was:

“Thank you for your question. I do share your concern about the risk to trade in the town, as I’m sure do all members.

The District Council is aware of the Town Council’s concerns, and WBC Officers are working with the Town Council to explore options to resolve both questions. I do believe that between the two Councils, solutions will be found.

Meanwhile I will ask Mr Peacocke to keep Members updated on progress.”

12. END OF YEAR STATUTORY ACCOUNTS 2015/2016

The Annual Return (subject to external audit) for the financial year 2015/2016 was received.

The Council has responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements.

To satisfy this responsibility the Council approved each individual paragraph (1-9) of the Annual Governance Statement, which are as follows:

That this Council has:

- 1 prepared its accounting statements in accordance with the Accounts and Audit Regulations.
- 2 made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
- 3 only done what it has the legal power to do and has complied with proper practices in doing so.
- 4 during the year given all persons interested the opportunity to inspect and ask questions about this authority’s accounts.
- 5 considered the financial and other risks it faces and has dealt with them properly.
- 6 arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
- 7 responded to matters brought to its attention by internal and external audit.
- 8 disclosed everything it should have about its business activity during the year including events taking place after the year-end if relevant.

9 met all of its responsibilities where it is a sole managing trustee of a local trust or trusts.

PROPOSED: Councillor David Fenn

SECONDED: Councillor David Goff

RESOLVED: That this Council approves each individual paragraph (1-9) of the Annual Governance Statement and that we confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2016, that we have complied fully with all of these requirements.

PROPOSED: Councillor David Fenn

SECONDED: Councillor David Goff

RESOLVED: that this Council adopt the accounts, as amended, and **authorises** the signing of the Annual Return (subject to external audit) by The Town Mayor in line with the regulatory requirement to sign the accounts by 30 June 2016.

It was noted that the external audit is planned to be undertaken by Mazars and that the date for the exercise of electors' rights has been set as 10 August 2016. The appropriate legal notice with regard to public inspection will be displayed following approval of the Annual return. The external audit may generate further amendments. The final Annual Return, including the Auditor's Certificate, is due for publication by 30 September 2016.

13. NOTICE OF MOTION RECEIVED FROM COUNCILLOR MARTHA VICKERS

That the Council funds the cost of 4 Cherry Trees to be planted in Craven Road, following a petition from residents to the land owner Sovereign Housing to replace lost trees.

PROPOSED: Councillor Martha Vickers

SECONDED: Councillor Jo Day

Amendment proposed to match fund Sovereign Housing with donation of £120

PROPOSED: David Goff

SECONDED: Kuldeep Singh Kang

The amendment was not carried

RESOLVED: That the Council donates £240 towards the cost of planting 4 Cherry Trees in Craven Road, to be planted by Sovereign Housing

14. TOWN MAYOR'S REPORT

The Town Mayor gave his periodic report, a copy of which is attached to these minutes as Appendix 1.

15. LEADER'S REPORT

The Leader gave his periodic report, a copy of which is attached to these minutes as Appendix 2.

16. CHIEF EXECUTIVE OFFICER'S REPORT

The Chief Executive Officer presented his report, a copy of which is attached to the agenda.

17. COMMITTEES

The Minutes of the following meetings were received:

Planning & Highways	18 April 2016
Policy & Resources	25 April 2016
Planning & Highways	09 May 2016
Community Services	23 May 2016
Planning & Highways	01 June 2016
Civic Pride, Arts & Leisure (Draft)	13 June 2016

18. COUNCILLOR SURGERY ROTA

The information regarding the time table for the Councillor Surgery rota for the municipal year 2016/2017 was received and noted by the Council.

19. THE RENEWAL OF NEWBURY BUSINESS IMPROVEMENT DISTRICT

PROPOSED: Councillor Anthony Pick
SECONDED: Councillor Martha Vickers

RESOLVED: That the Town Council supports the renewal of the Newbury BID in principle subject to a vote to be taken at Full Council on 31 October before the official ballot for the renewal of Newbury BID on 5 November 2016

20. APPLICATIONS FOR GRANTS FROM NEWBURY TOWN COUNCIL

PROPOSED: Councillor David Fenn
SECONDED: Councillor Kuldip Singh Kang

RESOLVED: That the Grants Committee will review live applications created on the Find Me A Grant website between Newbury Town Council's last grants application deadline of 23/10/15 and this round's deadline of 20/05/16.

PROPOSED: Councillor David Fenn
SECONDED: Councillor Kuldip Singh Kang

RESOLVED: That future grant meetings shall consider live applications between the last application deadline and the new application deadline.

Councillor Arthur Johnson abstained

21. REVIEW OF STANDING ORDERS

PROPOSED: Councillor Arthur Johnson

SECONDED: Councillor David Goff

RESOLVED: That the wording in item 1.2 "... subject to deference to the District Chairman where appropriate" be deleted

PROPOSED: Councillor David Goff

SECONDED: Councillor Anthony Pick

RESOLVED: Item 6.4 be amended to remove 'ex officio'
item 6.6 be amended to read 'a committee' instead of 'the committee'

PROPOSED: Councillor Julian Swift-Hook

SECONDED: Councillor David Goff

RESOLVED: Item 7.2 (b) add 'smoking (*including electronic cigarettes*)'

PROPOSED: Councillor Julian Swift-Hook

SECONDED: Councillor Martha Vickers

RESOLVED: Item 9.2 add '*subject to statutory notice provisions*'

PROPOSED: Councillor Julian Swift-Hook

SECONDED: Councillor Jeff Beck

RESOLVED: Item 11.1 be subdivided into two sections, with item 11.2 commencing with 'Any Member...' The final sentence be deleted

PROPOSED: Councillor Jeff Beck

SECONDED: Councillor Anthony Pick

RESOLVED: Item 12.3 (a) to be amended to read 'To receive apologies for absence'

PROPOSED: Elizabeth O'Keefe

SECONDED: Margo Payne

RESOLVED: to defer the rest of the standing orders to a future meeting.

22. SECTION 106 MONIES

PROPOSED: Councillor Adrian Edwards

SECONDED: Councillor Jeff Beck

RESOLVED: To allocate available Section 106 monies to enable preparation and installation of 9 replacement park benches and concrete bases and a further 5 new style litter bins and concrete bases throughout Victoria Park. Additionally the removal of 11 redundant concrete bases and making good and re-turfing where necessary at a total cost, based on competitive quotations for the Works, of £8,000 be approved.

23. EXCLUSION OF THE PRESS AND PUBLIC

PROPOSED: Councillor Adrian Edwards

SECONDED: Councillor David Goff

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 item of business because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, that is, the financial affairs of Newbury Bowls Club.

24. NEWBURY BOWLS CLUB

PROPOSED: Councillor Anthony Pick

SECONDED: Councillor David Goff

RESOLVED: That financial arrangements with Newbury Bowls Club as recommended be approved.

PROPOSED: Councillor Anthony Pick

SECONDED: Councillor David Goff

RESOLVED: That the contract for the repairs to the Bowling Green and the Football pitch in Victoria Park be awarded to Avonmore Associates

THERE BEING NO FURTHER BUSINESS, THE TOWN MAYOR DECLARED THE MEETING CLOSED AT 10.05PM

TOWN MAYOR

**Newbury Town Council
Mayor's Report for Full Council Meeting on 27th June 2016**

Fellow councillors, ladies and gentlemen...

In the six weeks since the last Full Council meeting on 15 May 2016 (which was Mayor Making) my Mayoress and I have attended a total of 29 events on your behalf:

17/05/2016 - Unveiling of wheelchair swing in Victoria Park for NTC
18/05/2016 - NTTA meeting
19/05/2016 - Volunteer centre Befriending Scheme launch
21/05/2016 – Newbury Spring Festival closing concert at St Nicolas Church
22/05/2016 - Opening of Newbury Emporium
24/05/2016 - St Nics C.E. Junior School - NACE Award and talk by Ed (34 marathons)
27/05/2016 - Opening of Splash Park in Victoria Park
27/05/2016 - Press launch of Truckfest South
28/05/2016 - Opened Truckfest South
29/05/2016 - Gave out Awards at Truckfest South
29/05/2016 - Bayer 10k (started races, gave out medals and awards)
02/06/2016 - High Sheriff Summer Reception
03/06/2016 - Reception for Sir Peter Michael (unveiling of Newbury Coat picture)
04/06/2016 - Coffee Morning in aid of Eight Bells for Mental Health
07/06/2016 - West Berks Hospital QE90 Garden Party
10/06/2016 - WBC Schools Cake Competition at Newbury College
11/06/2016 - National Federation of Cemetery Friends AGM @ Phoenix Centre
12/06/2016 - Picnic in the Park for Her Majesty's 90th birthday.
15/06/2016 - Time to Talk AGM
17/06/2016 - Received Lord Lieutenant James Puxley at Kennet Radio
18/06/2016 - Coffee morning in aid of 2nd Newbury Scouts
18/06/2016 – Opened Priory Road Street party – (“a Space Jollity”).
19/06/2016 - WBC Duke of Edinburgh Awards at St Barts School
23/06/2016 - St Joseph's School 50th Anniversary buffet
23/06/2016 - Trinity School House Speaking Competition
24/06 2016 - Fairclose Day Centre Afternoon Tea to celebrate Her Majesty's 90th birthday.
25/06/2016 - AFC Newbury Boys and Girls Presentation Day
26/06/2016 - Armed Forces Day parade and Service
26/06/2016 - Lions Club of Newbury Charter Dinner

I won't list them all right now - not least because I don't want to send you all to sleep with a long list! - but there are a few highlights that I would like to mention.

Several of the events have involved students from primary and secondary schools, such as the Duke of Edinburgh awards and the National Association for Able Children in Education award to St Nicolas CE Junior School. It has been particularly inspiring for me to see first hand the amazing achievements of our next generations of Newbury citizens.

I'm delighted that Newbury Town Council has been able to augment the public facilities in Victoria Park with new play equipment, and it has been a particular pleasure to see the splash park being used.

Other highlights include opening TruckFest South by being driven around the showground arena on a monster truck, which was a lot of fun but slightly scary, too!

And the Armed Forces Day parade and service held last Sunday in the Market Place was a particularly dignified and moving ceremony – my thanks to all the councillors who supported the event.

Looking ahead, the mayor's diary for the next few weeks continues to be very full. One important event worthy of mention is next Thursday, 1st July, when we will be holding a 12 hour vigil to commemorate the start of the Battle of the Somme 100 years ago.

If you are able to support the event by taking part in the vigil for an hour at some stage during the day, that would be very helpful and I'm sure Joyce would be pleased to hear from you.

Finally, looking ahead to the rest of this meeting and future full council meetings, let me assure you that I will of course be evenhanded in my chairing of our meetings but I will not let members speak out of turn or breach Standing Orders.

Standing Orders are very clear that each member may speak only once on any matter, and for a limited time. Generally speaking we have always been reasonably relaxed regarding that particular provision in our Standing Orders, and I see no reason to change that flexibility significantly, but I would like to see debates making progress rather than getting stuck on granular points.

So with this in mind, I would please ask you all to think about all of the points you want to make in each debate, make them all in your first speech. The Proposer of each motion does have a Right of Reply at the end of the debate and before the motion is put, but that Right of Reply does not extend to every member, and it is not a valid "point of order" to query or disagree with something that another member has just said.

Thank you very much, and I am of course happy to answer any questions.

Julian Swift-Hook

Mayor of Newbury

27th June 2016

Leader's Report to Council 27 June 2016

Mr Mayor, Councillors, ladies and gentlemen. This is my sixth report to Council. It has been but a short time since my last report in May but much has taken place in the intervening period.

EU Referendum

Whilst I do not wish to stray far from my remit as a leader of a Town Council I would like to say a few words on the outcome of the Referendum. Here, in West Berkshire, we voted to remain. However, as a whole, the United Kingdom has voted to leave. I can only call upon those soon to be charged with the responsibility of leading our great nation to take heed of the fact that whilst there has been a vote to leave, millions of our fellow citizens, and in particular our young people, have voted to remain. Our future relationship with our European neighbours should be based upon an arrangement that will appeal to both sides of our seemingly disunited Kingdom and secure our continued prosperity. We can then move on into the next chapter in our history.

Neighbourhood Wardens, CCTV, Toilets, Visitor Information Centre.

The current Wardens Scheme will close on the 30th June and we are very sad to see this happening. The Wardens have given invaluable service over many years to the people of Newbury. It is most likely that we will look to extend our Grounds Maintenance contract in the meantime to bridge some of the gap and we will thoroughly review and plan for the situation going forward when preparing the budget for 2017-18.

The CCTV proposal is progressing well. Thames Valley Police and the Town Council have committed to the scheme and the BID have placed the order with BT and are finalising details with West Berkshire Council.

We continue to monitor the usage of the Wharf toilets before making a decision on how to proceed.

The BID have found alternative funding for the Visit Newbury website. This means we still have £10,000 to put towards providing some kind of visitor information service for the town.

I expect to be able to update you further at the next Policy & Resources meeting on 18th July.

Newbury Coat

You may have noticed as you came in that we have a new painting on the wall. This is the painting of the story of the famous Newbury Coat by Luke Clint. It has been donated on a permanent loan to the Town Council by Sir Peter Michael CBE and we are very grateful to him.

Wheelchair friendly Swing

The swing was officially opened by the Mayor on the 17th May and received significant media coverage. It is an asset for Victoria Park and I expect children who use wheelchairs will be able to use it for many years to come.

Splash Park

The other opening that has taken place since my last report is that of the Splash Park. The grand opening by the Mayor occurred on the 27th May and was attended by children from Victoria Park Nursery and Speenhamland schools. The Splash Park has been very busy since it opened and the children are getting great enjoyment from it.

Queen Elizabeth's 90th Birthday celebration.

In addition to the information given in the CEO's report I would like, on behalf of the whole Council, to thank Cllr Margo Payne, the Civic Manager Joyce Lewis and their respective committee members, team members and volunteers for providing such a wonderful series of events.

Mayor Making

The final event I wish to cover is that of our recent Mayor Making ceremony. We now have a new Mayor, Cllr Julian Swift-Hook and I look forward to working with him over the coming year. Also to thank Cllrs Bairstow & Day for their roles as former Mayor and Mayoress.

During the Mayor Making, Cllr Swift-Hook mentioned that David Rendel, our former MP was seriously ill. Mr Rendel sadly passed away the following day. He was MP for Newbury for 12 years up until 2005. He was a Newbury District Councillor from 1987 to 1995 and was a Charter Trustee for the town during that time. We thank him for his work for the town of Newbury over his many years of public service.

Thank you, Mr Mayor. I'm happy to take any questions.
David Goff,
Leader