

22 June 2026

To: Councillors Phil Barnett, Vera Barnett, Jo Day, Billy Drummond, Nigel Foot, David Harman, Chris Hood, Andy Moore, Gary Norman and Graham Storey.

Substitutes: All the remaining members of the Council.

Also to: All members of the Council for information.

Dear Councillor,

You are summoned to attend a meeting of the **Civic Pride, Arts & Culture Committee** to be held in the Council Chamber, Town Hall, Market Place, Newbury on **Monday 29th June 2026** at 7.30pm. The meeting is open to the press and public and will be streamed via Zoom:

<https://us02web.zoom.us/j/83897958720?pwd=aMiGtLcyDtxowvDmSv7DtCRaN92iRh.1>

Meeting ID: 838 9795 8720 Passcode: 117988

Yours sincerely,

Joanna Aylott
Civic Services Manager

AGENDA

1. Apologies

2. Declarations of Interest and Dispensations

To receive any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.

3. Minutes

To approve the minutes of a meeting of the Civic Pride, Arts & Culture Committee held on 16th February 2026 (Appendix 1).

To report on the actions from previous minutes (Appendix 2).

4. Questions and Petitions from Members of the Public


Questions, in writing, must be with the Civic Services Manager by 2pm on Friday 26th June 2026.

5. Members' Questions and Petitions

Questions, in writing, must be with the Civic Services Manager by 2pm on Friday 26th June 2026.

Town Hall, Market Place, Newbury, RG14 5AA

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- 6. Local Democracy Working Group**
To receive an update on the actions from the Local Democracy Working Group.
To approve the Working Group Terms of Reference (Appendix 3).
- 7. NTC 30th Anniversary Working Group**
To approve the draft Terms of Reference (Appendix 4) and nominate Councillor membership to the Working Group.
- 8. Flag Flying Requests**
To consider a request from Newbury Pride to fly the Inclusive Progressive Pride Flag on 11th July 2026 (Appendix 5a).
To consider a request from Newbury Pride to fly the Transgender Pride Flag on 20th November 2026 (Appendix 5b).
- 9. Future Strategic Options for Newbury Town Hall (Appendix 6)**
To consider the options offered in the report and discuss general preferences at this stage.
 1. Vision and Conservation
 2. Business as Usual
 3. Divestment and RelocationIf there is general agreement, make a **recommendation** whether to follow option 1, 2 or 3.
To consider forming a working group to discuss further if needed to make a recommendation.
- 10. Civic Services Manager's Reports**
To note the following reports:
-Raising the Profile of the Council in the Community (Appendix 7).
- 11. Civic Events (Appendix 8)**
 - 15.1 **To review** civic events since the last meeting of the Committee.
 - 15.2 **To note** the programme of civic events until the next meeting.
 - 15.3 **To receive** ideas for potential future events or activities.
- 12. Forward Work Programme 2026/27**
To note and agree any other items that Members resolve to add to the Forward Work Programme (Appendix 9).

Minutes of a meeting of the Civic Pride, Arts, & Culture Committee held in the Council Chamber on Monday 16 February 2026 at 7.30pm

Present: Councillors Phil Barnett, Vera Barnett, Jo Day, Billy Drummond, David Harman, Ian Jee (sub), Andy Moore, Gary Norman and Graham Storey.

Officer Present: Joanna Aylott (Civic Services Manager) and Amy Xing (Civic Officer).

57. Apologies

Councillors Nigel Foot (substitute Ian Jee), and Chris Hood.

58. Declarations of Interest and Dispensations

It was noted that Councillors Phil Barnett and Billy Drummond are also Members of West Berkshire Council. This is recorded as a standing general interest, and a dispensation is in place permitting them to participate in discussions relating to West Berkshire Council business.

It was further noted that Councillors Vera Barnett, Phil Barnett and David Harman are members of the Newbury Twin Town Association.

59. Minutes

Proposed: Cllr Billy Drummond

Seconded: Cllr Gary Norman

Resolved: The minutes of the meeting of the Civic Pride, Arts & Culture Committee held on 1 December 2025 were approved as a true and accurate record.

60. Questions and Petitions from Members of the Public

There were none.

61. Members' Questions and Petitions

There were none.

62. Discretionary Events Grant Funding Applications

Members considered a grant funding application from Watership Brass, with additional information from the applicant.

Proposed: Cllr Billy Drummond

Seconded: Cllr Gary Norman

Resolved: That a grant of £500 be awarded to Watership Brass towards the event.

Members considered the implications of the cancellation of a previously funded event.

Proposed: Cllr Gary Norman

Seconded: Cllr Andy Moore

Resolved: That the grant be returned, as it was awarded for a specific event. Should the event be held in 2027, the Council will hold the funding for that year, and no further application will be required.

It was further resolved that, should a similar situation arise in future, the Council would request the return of funds but may agree to ring-fence the amount for the rescheduled event, subject to an agreed timeframe.

63. Update from Local Democracy Working Group

Cllr Jo Day updated the Committee on recent actions from the Local Democracy Working Group, including the launch of the refreshed 'Meet your Town Councillor' duties on Saturdays, and visits from local youth groups. Cllrs Ian Jee, Billy Drummond and Gary Norman offered to support with the upcoming visit from Wash Common Scouts.

64. Twin Towns Visual Recognition in Town

Members noted that no budget allocation had been made for 2026/27 and agreed to defer the project pending funding. Cllr Billy Drummond will explore funding opportunities with the Greenham Trust, and Officers will investigate potential sponsorship from local sign makers.

65. Local Visitor Economy Partnership Update

The Committee received a verbal update from Cllr Andy Moore on progress from the group. The next meeting is due to take place on 25th February, which Cllr Moore will attend.

66. UK Town of Culture Competition 2028

Members noted the report on the UK Town of Culture Competition and were supportive of NTC's involvement in the application.

67. Pride Bench in Victoria Park

The Committee considered a request from Newbury Pride to adopt an existing bench in Victoria Park.

Proposed: Cllr Gary Norman

Seconded: Cllr Graham Storey

Resolved: That approval be granted for Newbury Pride to adopt the existing bench outlined in Victoria Park, subject to Officer approval of the design and maintenance arrangements.

68. Civic Services Manager's Reports

The Committee noted the following report: Raising the Profile of the Council in the Community. Letters sent by the Mayor's Office were noted to be highly valued by recipients. Thanks were extended to the Civic Officer for their efforts in this regard.

69. Civic Events

Information regarding the Mayor's Festive Afternoon Tea (12 December 2025), Civic Carol Service (21 December 2025), Civic Awards (20 March 2026) and Mayor Making (10 May 2026) was received.

Members queried whether appropriate regalia could be worn by Councillors standing in for the Mayor. The Civic Officer agreed to investigate whether the Deputy Mayor's pendant may be worn by other Councillors when deputising.

70. Forward Work Programme 2026/27

Members reviewed and noted items for inclusion in the Forward Work Programme for 2026/27. It was agreed that a report on the Town Hall renovation plans be submitted to the Committee in June 2026.

There being no further business, the Chairperson declared the meeting closed at 20:21pm.

Chairperson:

Date:

Civic Pride, Arts & Culture Committee

Date: 16 02 2026

ACTION SHEET

Item	Resolved	Actions	Who	When
Agenda Item 1 – Apologies	Apologies – Cllrs Nigel Foot and Chris Hood.	Write up attendance register.	CC	As soon as possible
Agenda Item 3 – Minutes	Approved and signed.	Send signed minutes to CC.	CSM	As soon as possible
Agenda Item 6 – Event Grant Funding Application	That a grant of £500 be awarded to Watership Brass towards the event.	Inform the applicant.	CSM	As soon as possible
Agenda Item 6 – Event Grant Funding Application	That the grant previously awarded for a cancelled event be returned, as it was awarded for a specific event. Should the event be held in 2027, the Council will hold the funding for that year, and no further application will be required.	Inform the applicant.	CSM	As soon as possible
Agenda Item 8 – Twin Towns Recognition in Town	Members noted that no budget allocation had been made for 2026/27 and agreed to defer the project pending funding.	Cllr Billy Drummond to explore funding opportunities with the Greenham Trust. Officers to investigate potential sponsorship from local sign makers.	BD CSM	June 2026 June 2026
Agenda Item 11 – Pride Bench in Victoria Park	That approval be granted for Newbury Pride to adopt the existing bench outlined in Victoria Park, subject to Officer approval of the design and maintenance arrangements.	Inform Newbury Pride.	CSM	As soon as possible
Agenda Item 13 – Civic Events	Members queried whether appropriate regalia could be worn by Councillors standing in for the Mayor.	The Civic Officer to investigate whether the Deputy Mayor’s pendant may be worn by other Councillors when deputising.	CO	As soon as possible
Agenda Item 18 – Forward Work Programme	Add the following: - Report on the Town Hall renovation plans.	Add for June meeting.	CSM/CEO	June 2026

CC = Committee Clerk

CSM = Civic Services Manager

CO = Civic Officer

Local Democracy Working Group (LDWG)

Terms of Reference

Membership: Cllr Phil Barnett, Cllr Vera Barnett, Cllr Jo Day, Cllr Billy Drummond, Cllr Andy Moore, Cllr Gary Norman, Cllr Meg Thomas and Cllr Martha Vickers.

Members can be added/removed as agreed at any meeting.

Support (agendas, minutes, circulation of information) is provided by Newbury Town Council's Civic Services Manager.

Quorum of 3 Members at each meeting for decision making, including the Chair.

Members of other organisations may be invited to be co-opted at meetings when appropriate.

Goals

- 1. To promote the work of Newbury Town Council by engaging with young people through various youth channels.**
 - Work closely with schools and other youth organisations and clubs.

- 2. To promote local democracy and the fundamentals of the Town Council to local primary schools.**
 - Successful contact with local Newbury schools, inviting them to learn about Newbury Town Council.
 - To successfully deliver interactive 'Meet The Town Council' sessions with primary school groups in the Town Hall.

- 3. To inform and engage local secondary schools and other educational establishments in the democratic processes and the working of their local councils.**
 - Deliver quality and engaging sessions to secondary school students, facilitating their interest in local issues.
 - Encourage secondary school students to participate in sharing their views on local issues with the Town Council.

- 4. To encourage people of all backgrounds to engage in activities and events which are centred around topics of local interest, encouraging healthy and informative discussions.**
 - Engage with the public through Saturday 'Meet your Town Councillor' sessions.
 - Facilitate the organisation of activities which local people can take part in to have their say on local matters which they have raised, to seek out topics of interest in Newbury.

Deliverables

The Working Group is tasked with delivering to the parent Committee (Civic Pride, Arts and Culture):

- A detailed plan, with clear responsibilities to implement sessions as part of 'Meet The Town Council' sessions, targeted at Primary and Secondary schools to take place in the Autumn Term.
- Detailed plans and responsibilities to implement activities to engage local people in discussion events on topics of local interest which they have raised, and to consult Full Council when necessary.
- The implementation of the recommendations and actions approved by the parent committee, and Full Council when necessary.

Scope/Jurisdiction

To primarily work with organisations that have a direct impact on the Newbury civic parish, but to be inclusive of neighbouring parishes, and those who travel to Newbury for work and education purposes.

The Civic Services Manager may take the findings from sessions and events to other Officers to see what can be supported in further delivery in line with the Council Strategy, where resource allows.

Guidance from the Council

Reports to the Civic Pride, Arts and Culture Committee.

To advise Full Council of the 'Meet the Town Council' sessions, secondary schools visits and other offerings to encourage Member participation.

Resources and Budget

Supported by the Civic Services Manager in meetings, and the Civic Officer in updating resources.

Relies on the participation of Councillors in addition to members of the Working Group to deliver sessions.

Use of Town Council meeting rooms, administration resources and officer time as approved by CPA&C.

The Local Democracy Working Group has separate budget lines defined within the Annual Budget for the delivery of their activities.

Governance

The Working Group will discuss proposals proposed by members and decide through majority vote, with the Chair's casting vote if necessary.

Additional Notes

Activities for 'Meet The Town Council' events usually take place in the school's Autumn term, in October. The Civic Office will send invitations to the primary schools in the Summer term, with follow ups at the start of the Autumn term. If sessions are unable to take place, alternative arrangements may be considered. The participation of the Mayor and the Civic

Staff play an important part of the primary school visits. The Civic Services Manager will coordinate member and staff availability.

Councillors will lead the delivery of presentations for all age groups.

A report of proceedings for Meet The Town Council, and other events, is promoted at Full Council in June to encourage member participation. There is a progress and feedback reports at subsequent Civic Pride, Arts and Culture Committee meetings.

The Working Group will communicate through email and at meetings.

Relevant electronic documentation is stored on the Town Council IT data store.

The group will meet at least 3 times a year, or as required.

These Terms of Reference may be reviewed and changed as necessary by the parent committee.

NTC 30th Anniversary Working Group

Draft Terms of Reference

Background: At the Civic Pride, Arts & Culture Committee meeting of Newbury Town Council on 1 December 2025, it was recommended that a Working Group be formed to consider how Newbury Town Council's 30th anniversary should be marked and celebrated in April 2027.

Membership: To be determined. Expressions of interest are currently being sought from Councillors wishing to join the group; it is recommended that the membership includes the Mayor of Newbury.

Administrative Support: Provided by the Civic Services Manager (or designated Officer).

Quorum: 3 Members and 1 Officer.

Goal: To ensure that the 30th anniversary of Newbury Town Council is appropriately acknowledged and celebrated.

Deliverables: The Working Group is tasked with delivering to the parent Committee (Civic Pride, Arts & Culture) a costed action plan with clear responsibilities and timelines.

Guidance from the Council: The Working Group will provide regular progress reports back to the Civic Pride, Arts & Culture Committee.

Resources and Budget: The group is authorized to use Town Council meeting rooms, administration resources, and officer time as reasonably required. Operational expenditure is limited to the £1,000 budget allocated for the 2026/27 financial year (adopted by Full Council on 26 January 2026). Any expenditure exceeding this amount requires prior authorisation from the parent Committee.

Governance: Decisions will be agreed by consensus. Where necessary, a majority vote of those present will apply, with the Chairperson holding a casting vote if required. The Chairperson must be an elected Town Councillor.

Additional Notes:

- Methods of work (e.g., consultations, press releases, surveys, progress reports) are to be decided by the Working Group and must follow the Council's agreed procedures and policies.
- Communications between members will generally be informal and conducted via email.
- Relevant documentation will be stored on the Town Council IT data store.
- The group will meet at regular intervals to ensure satisfactory progress as required.
- Sub-groups (including other nominated community members) can be created as necessary to progress specific projects or events.

Appendix 4

- The Chairperson will occasionally report back on progress to the Civic Pride, Arts and Culture Committee or Full Council, particularly when seeking additional authority for actions.
- The Working Group's work is complete when it has achieved all deliverables to the satisfaction of the parent Committee. After which the group will be dissolved.

These Terms of Reference may be reviewed and amended as necessary by the Working Group in light of additional information. Any significant changes will require formal authorisation by the parent Committee.



Flag Flying Request Form

This form is to be used to request the flying of a flag from Newbury Town Hall's flagpole on the balcony of the Town Hall.

This form must be completed and submitted to mayor@newbury.gov.uk or by post no later than 3 weeks before the date of the flag flying date.

Once the form has been submitted, Councillors will discuss the application at their next available meeting. We endeavour to notify you which meeting this may be, though this may not always be possible.

Please note that this form will be used as an accompanying Appendix item to be discussed at Town Council meetings, and will be in the public domain.

The flag you have requested to fly will be flown for one day. Requests for flying for longer can be considered with express permission from the Civic Pride, Arts and Culture Committee.

Once a decision has been made, we will contact you to confirm the outcome and further arrangements as required.

The Council reserves the right to refuse request for flag flying requests on the grounds that:

- The Union Flag will be flying on the same day.
- The request falls outside the government guidelines.
- The flag flying would be disruptive to the Council.
- The flag flying would affect community cohesion or relations.

Please give as much information as possible about your plans as this will support your request. Failure to provide such sufficient information may result in your request being denied.

Section 1: About You	
Name	[REDACTED]
Address	[REDACTED]
Email	[REDACTED]
Telephone	[REDACTED]
Organisation	Newbury Pride

Section 2: About Your Flag Flying	
What nationality, community or group is being celebrated?	LGBTQIA+ Community

What flag do you wish to fly?	Inclusive Progressive Pride Flag	
What date would you like to fly this flag?	11 th July 2026	
Do you already have a flag to provide?	Yes	No
Please confirm that you would be able to provide the flag the day before the date you wish to fly the flag. This is to ensure our staff can safely prepare the flag in advance of it being raised.	The council is already in possession of this flag, if necessary I can provide one to be flown	
This form is completed on the basis that the flag will be flown for 1 day.		

Section 3: Additional Information		
Will you require any rooms inside the Town Hall?	Yes	No
If 'yes' a room booking form will be required to be completed. We cannot guarantee that we will be able to meet your request if the room has already been booked by another party.		
Do you plan to host a flag raising ceremony on our Town Hall Steps? If so, please outline full details regarding speeches, VIP guests and dignitaries in attendance, programme timings, speeches etc.	Yes	No
Please provide any further information that you may feel is relevant for Council consideration to support your application.	11 th July 2026 is the day that Newbury Pride will be celebrating the LGBTQIA+ community in Victoria Park	

Name:

Date:

Please return this form to mayor@newbury.gov.uk

Newbury Town Council, Newbury Town Hall, Market Place, Newbury, RG14 2FG



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- The Union Flag will be flying on the same day.
- The request falls outside the government guidelines.
- The flag flying would be disruptive to the Council.
- The flag flying would affect community cohesion or relations.

Please give as much information as possible about your plans as this will support your request. Failure to provide such sufficient information may result in your request being denied.

Section 1: About You	
Name	[REDACTED]
Address	[REDACTED]
Email	[REDACTED]
Telephone	[REDACTED]
Organisation	Newbury Pride & Proud To Be Trans In West Berkshire

Section 2: About Your Flag Flying	
What nationality, community or group is being celebrated?	LGBTQIA+ Community, specifically the trans, non-binary and intersex section of that community

What flag do you wish to fly?	Transgender Pride Flag	
What date would you like to fly this flag?	20 th November 2026	
Do you already have a flag to provide?	Yes	No
Please confirm that you would be able to provide the flag the day before the date you wish to fly the flag. This is to ensure our staff can safely prepare the flag in advance of it being raised.	The council is already in possession of this flag, if necessary I can provide one to be flown	
This form is completed on the basis that the flag will be flown for 1 day.		

Section 3: Additional Information		
Will you require any rooms inside the Town Hall?	Yes	No
If 'yes' a room booking form will be required to be completed. We cannot guarantee that we will be able to meet your request if the room has already been booked by another party.		
Do you plan to host a flag raising ceremony on our Town Hall Steps? If so, please outline full details regarding speeches, VIP guests and dignitaries in attendance, programme timings, speeches etc.	Yes	No
Please provide any further information that you may feel is relevant for Council consideration to support your application.	20 th November 2026 is Trans Day of Remembrance, this is a solemn day set aside internationally to come together to remember those transgender people that have been lost over the last twelve months due to violence, suicide or hatred.	

Name:

Date:

Please return this form to mayor@newbury.gov.uk

Newbury Town Council, Newbury Town Hall, Market Place, Newbury, RG14 2FG

Public Report to Civic Pride, Arts and Culture Committee

29 June 2026

Agenda Item 9: Future Strategic Options for Newbury Town Hall

Summary

This report reviews the future strategic options for Newbury Town Hall, a Grade II listed civic building. It considers a standstill/business-as-usual position, a vision and conservation-led option, and divestment with relocation.

Current Position

The Town Hall is an ageing Grade II listed building with identified repair liabilities of approximately £220,000 over the next ten years (Appendix 6a) and an overall prudent planning allowance of £500,000–£600,000 when preventative maintenance and contingencies are included.

Option 1: Vision and Conservation

Develop a formal conservation management plan, establish a clear civic vision, improve public accessibility, modernise infrastructure, improve energy efficiency, review internal layouts, and create a long-term asset strategy.

Potential measures include opening more of the building to the public, improving accessibility, upgrading heating and electrical systems, improving digital infrastructure, rationalising office accommodation, and enhancing income-generating spaces (Appendix 6b).

At this early concept stage, and subject to measured survey, structural investigation, detailed design, listed building consent and quantity surveyor review, the proposed new vision works are likely to require a capital budget in the region of £4.0m–£6.5m inclusive of construction works, professional fees, contingency and VAT allowance. This should be treated as an order-of-cost estimate only.

Option 2: Business as Usual

Continue current use with reactive and planned repairs only. Advantages include no major capital commitment and minimal disruption. Risks include continued deterioration, increasing repair costs, declining facilities, reduced income potential, and lack of a coherent long-term strategy.

Option 3: Divestment and Relocation

Dispose of the Town Hall and relocate Council operations to alternative accommodation. Advantages include a capital receipt and removal of long-term maintenance liabilities. Disadvantages include loss of a key civic asset, relocation costs, and reputational considerations.

Indicative Property Considerations

Recent commercial property listings in Newbury suggest alternative office accommodation exists within the town centre and business parks. Examples include Clarendon House (c.5,813 sq ft, marketed at £650,000) and other office buildings in Newbury Business Park.

Based on location, civic prominence, listed status, and repair liabilities, a broad strategic estimate for the Town Hall is approximately £1.5m–£2.5m, subject to a formal RICS Red Book valuation.

Supplementary Report: Newbury Town Hall 10 Year Maintenance Cost Summary

Grade II Listed Building Asset Maintenance Forecast

Prepared from the Easton Bevins Building Survey (2024) and subsequent maintenance planning.

Summary

The survey identified approximately £220,000 in repair liabilities over the next ten years. When combined with a planned preventative maintenance programme appropriate for a Grade II Listed civic building, the overall asset management requirement is estimated at between £500,000 and £600,000 over a ten-year period.

Identified Repair Liabilities

Category	Timescale	Estimated Cost
Immediate Repairs	0-12 months	£70,000
Short-Term Repairs	1-3 years	£100,000
Long-Term Repairs	4-10 years	£50,000

Total Identified Repair Liability: £220,000

Planned Preventative Maintenance (PPM)

Maintenance Activity	Annual Budget
Gutter cleaning and roof inspections	£2,500
Bird control and cleaning	£1,500
Minor roofing repairs	£2,500
Window decoration reserve	£3,000
Masonry and pointing reserve	£3,000
Fire safety and compliance works	£2,000
General listed building contingency	£5,500

Recommended Annual PPM Budget: £20,000

10-Year PPM Requirement: £200,000

Potential Additional Liabilities

Risk Item	Potential Cost Range
Full replacement of lead roofs	£80,000–£150,000

Tower masonry repairs	£30,000–£75,000
Crittall window overhaul programme	£25,000–£60,000
Fire compartmentation upgrades	£20,000–£80,000
Professional fees and listed building consents	10–15% of project costs
Major scaffold access works	£15,000–£40,000 per project

Recommended Budget Strategy

Immediate Capital Allocation (2026/27): £70,000

Target Building Maintenance Reserve: £250,000–£300,000

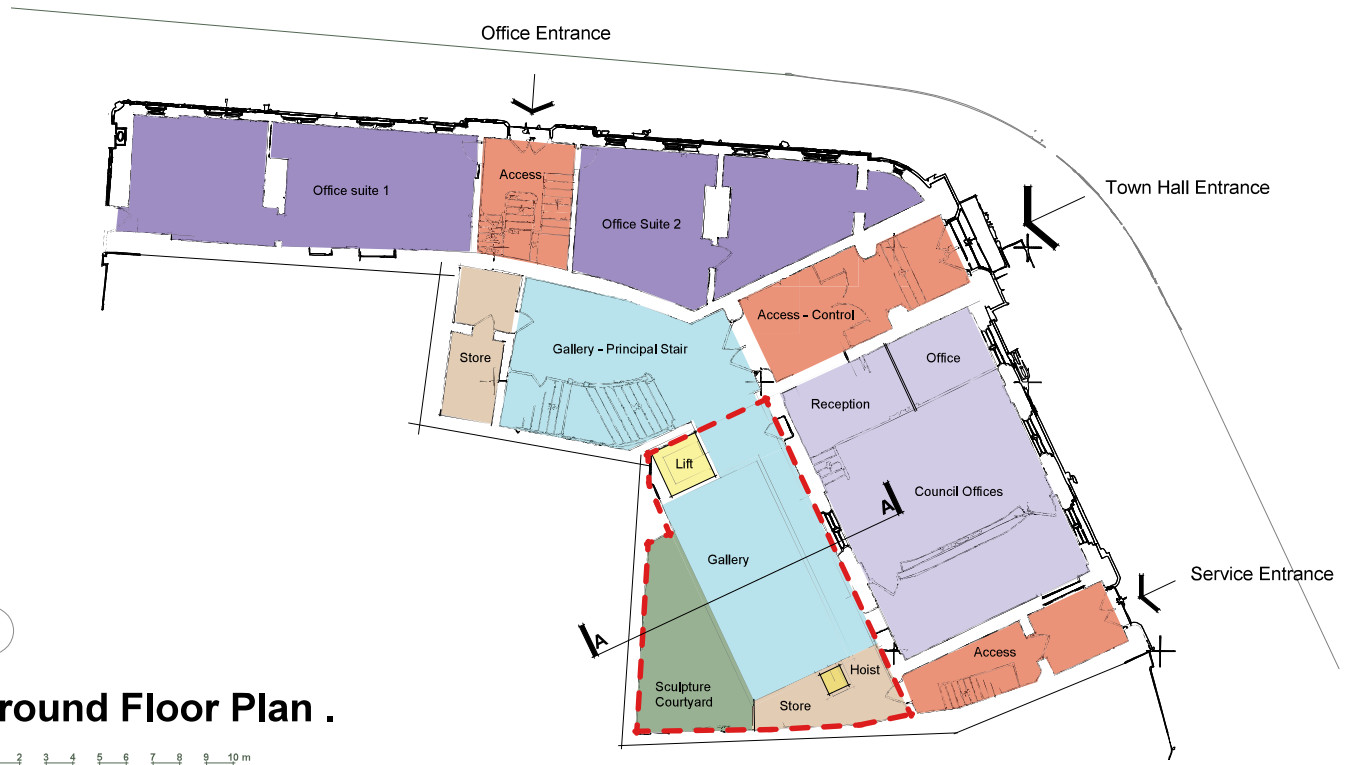
Annual Revenue Maintenance Budget: £20,000–£25,000

10-Year Capital Programme: £220,000 identified repairs plus contingency.

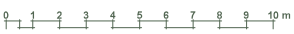
Prudent 10-Year Planning Allowance: £500,000–£600,000.



First Floor Plan .

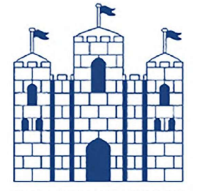


Ground Floor Plan .



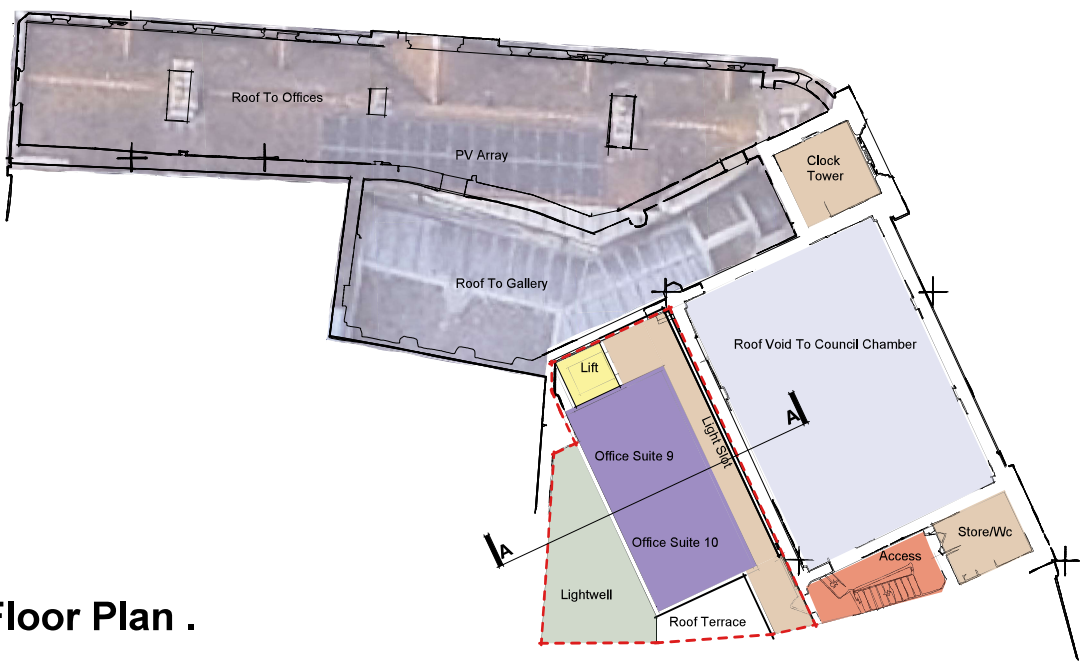
Key

- Access, Primary Circulation
- Office Space - Council
- Office Space - Commercial
- Gallery Space
- Council Chamber
- Access, Primary Circulation
- Ancillary
- Lift
- Sculpture Courtyard
- Courtyard Lightwell
- Mayor's Parlour
- Demolish and Rebuild



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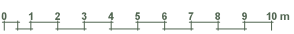
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Third Floor Plan .

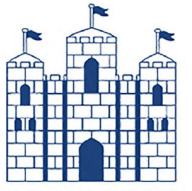


Second Floor Plan .



Key

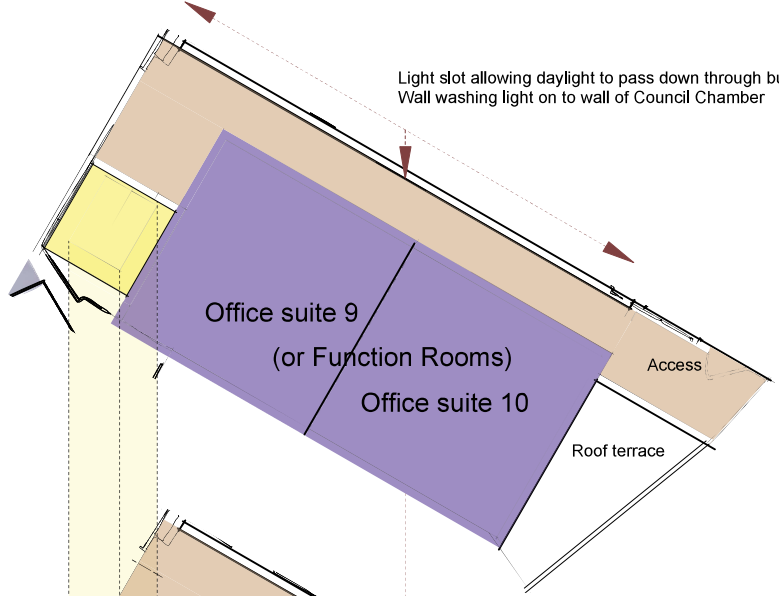
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|---|-----------------------------|---|---------------------|
|  | Access, Primary Circulation |  | Ancillary |
|  | Office Space - Council |  | Lift |
|  | Office Space - Commercial |  | Sculpture Courtyard |
|  | Gallery Space |  | Courtyard Lightwell |
|  | Council Chamber |  | Mayor's Parlour |
|  | Demolish and Rebuild | | |



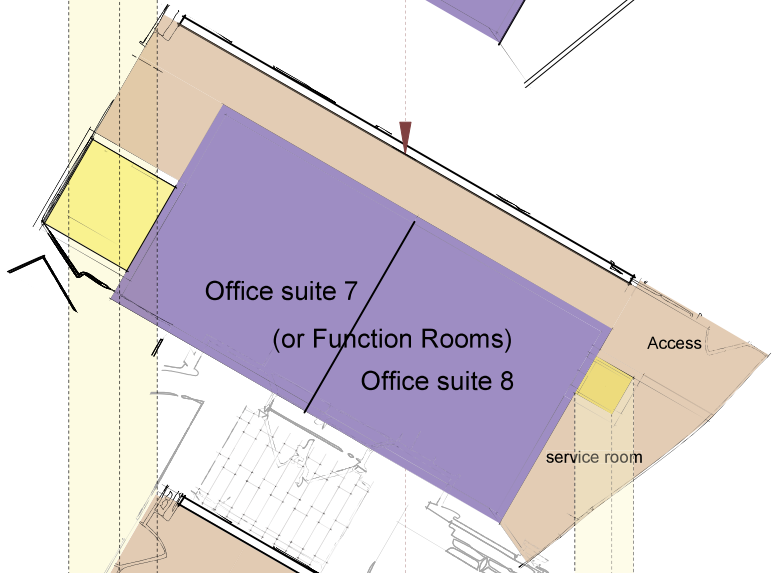
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Town Council

MASKER ARCHITECTS

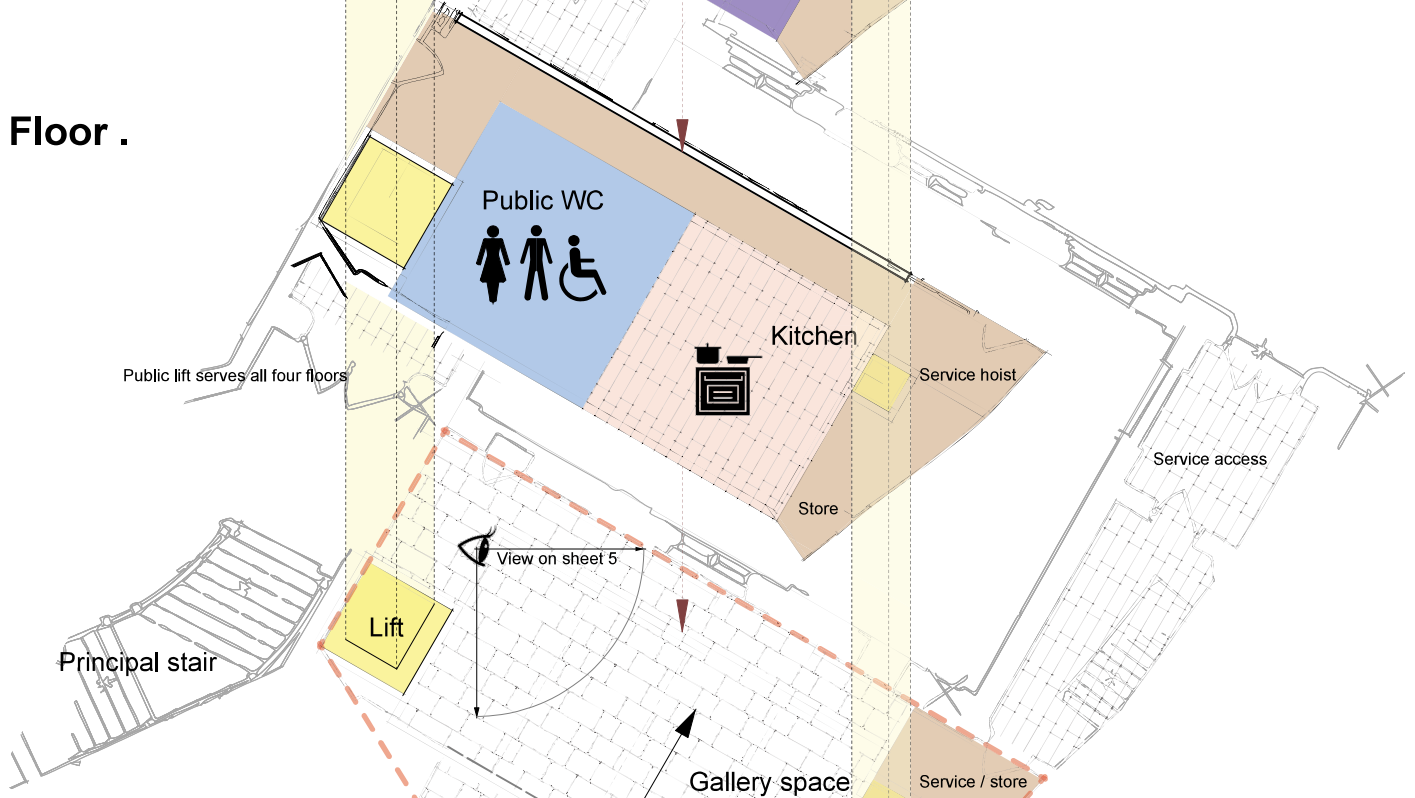
Third Floor .



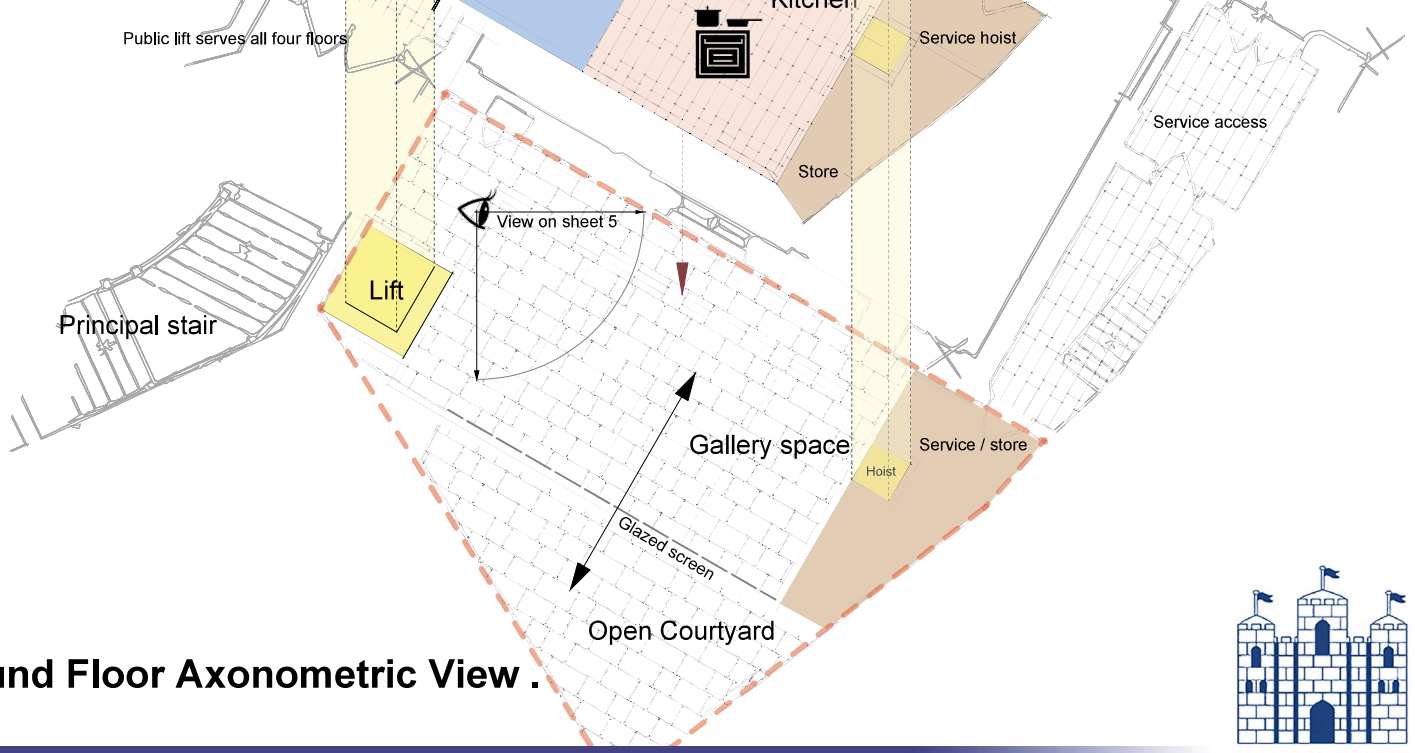
Second Floor .

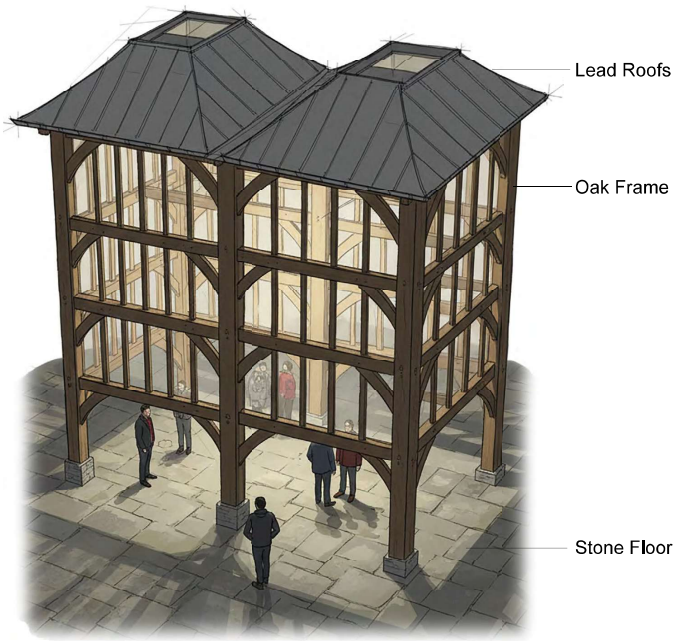


First Floor .

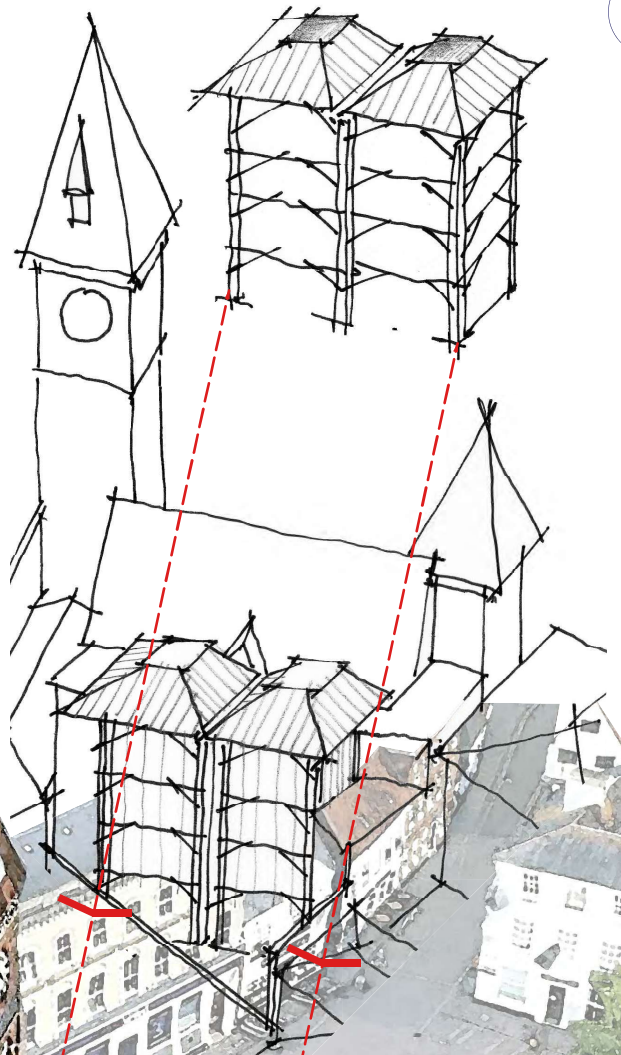


Ground Floor Axonometric View .





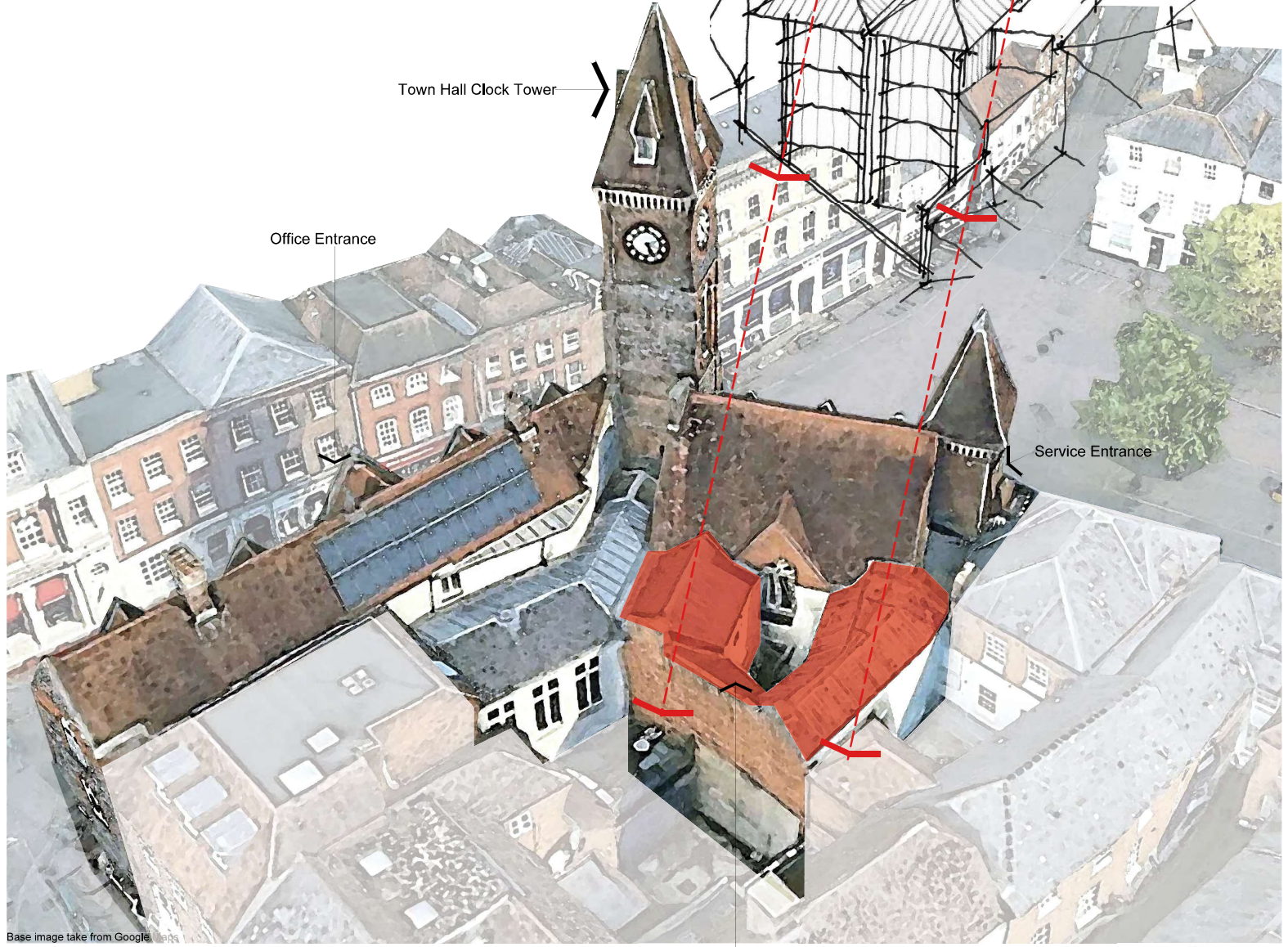
New Framed Insertion .



Town Hall Clock Tower

Office Entrance

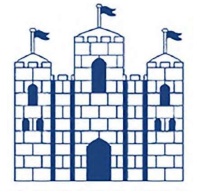
Service Entrance



Base image take from Google

Existing Infills Demolished

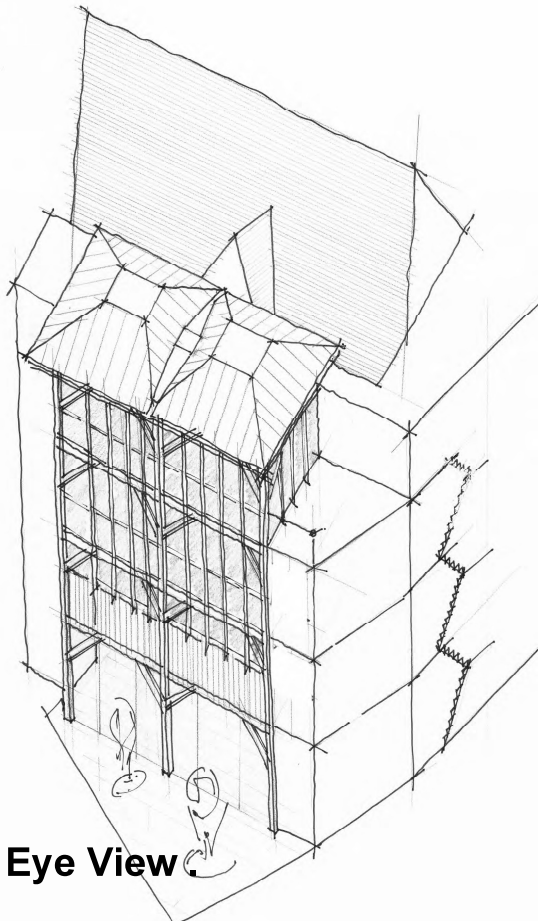
Bird's Eye View .



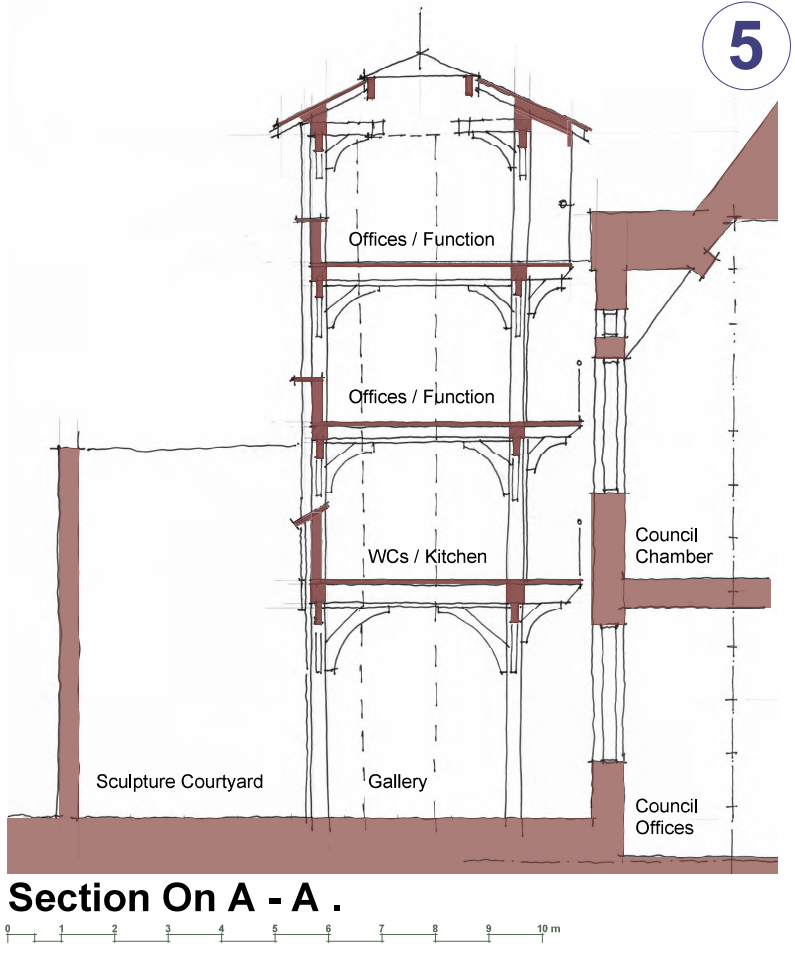
NEWBURY
Town Council

MASKER
ARCHITECTS

Newbury Town Hall - New Vision



Birds Eye View



Section On A - A .



Gallery Perspective .

Public Report to Civic Pride, Arts & Culture Committee

29 June 2026

Agenda Item 10: Civic Services Manager's Reports - Raising the Profile of the Council in the Community

In line with the objectives set out in the Newbury Town Council Strategy, the Mayor of Newbury's office issues letters of congratulations to celebrate and acknowledge individual and community achievements. This initiative helps to strengthen community engagement and enhance the Council's profile within the town.

Below is a list of letters sent since the last meeting of this committee (as of 22/06/2026):

- 2026 02 19 - Newbury Rotary Club for raising £1,400 in support of Berkshire Youth.
- 2026 02 19 - Tiny Town Cafe for successfully relocating to the Market Place.
- 2026 03 05 - Fair Close Coffee Pot Café opening.
- 2026 03 05 - Newbury and Thatcham Repair Café 2nd Anniversary.
- 2026 03 07 - Cornish Bakery Newbury opening.
- 2026 03 07 - Ofsted 'Outstanding' Rating for Castle Gate Children's Respite Home.
- 2026 03 16 - Newbury Fire Station charity car wash, raising Nearly £2,000 for The Fire Fighters Charity.
- 2026 03 19 - The Old Library opening by the Corn Exchange .
- 2026 03 26 - The Plough on the Green raised £6,000 for Dingley's Promise.
- 2026 04 23 - First anniversary of Berkshire Youth's Greenham Community Centre.
- 2026 04 25 - Mr Gavin Weir and Mr Ian Chapman, raising over £1,500 for Newbury Soup Kitchen.
- 2026 04 28 - Speen Community Café Manager stepping down from role after four years.
- 2026 04 28 - West Berkshire Homeless, for their support of a vulnerable resident.
- 2026 04 29 - Chakra Hair and Beauty Studio, for their successful reopening following a fire.
- 2026 05 02 - The Post Box Sports Bar opening.
- 2026 05 06 - The Willows Primary School, for its strong Ofsted report.
- 2026 05 20 - Sixth Form Students for receiving university offers.
- 2026 05 21 - Newbury Library, for its re-accreditation as a Library of Sanctuary.
- 2026 05 25 - Newbury 10k, who raised over £20,000 for local charities.
- 2026 05 28 - Trinity School, for winning the Regional Championship at the Magistrates' Court Mock Trial Competition.
- 2026 05 28 - John Smith, for his call-up to the England walking football squad at the age of 80.
- 2026 05 28 - Kennet Cassette, for its 50th anniversary.
- 2026 05 28 - Northcroft School, for achieving a strong Ofsted rating within two years of opening.
- 2026 05 28 - Agata Francuz, from Newbury Grove Care Home, for being named a finalist in the Berkshire Care Awards.
- 2026 05 28 - Aiden Gower, from Newbury Muay Thai, for being crowned British Champion at the Junior Sandee WTKA Intercontinental Open Championship.

2026 05 31 - Royal British Legion Newbury Women's Section 80th Anniversary.

2026 06 04 - Dr David Fitter, Headteacher of St Bartholomew's School, on receiving national awards for inspiring students.

2026 06 04 - Kairali UK West Berkshire, for a community service project with Friends of the Earth.

2026 06 15 - Jordan Povey, upon appointment as Officer-in-Charge of the Newbury Sea Cadet Unit.

Public Report to Civic Pride, Arts and Culture Committee

29 June 2026

Agenda Item 11: Civic Events

A. **To review** civic events since the last meeting of the Committee.

- Civic Awards Ceremony – 20 March 2026
- Mayor Making – 10 May 2026
- Mayor’s Charity Coffee Morning – 30 May 2026

B. **To note** the programme of civic events until the next meeting.

- Mayor’s Charity Coffee Morning – Saturday 5 September 2026
- Annual Bowls Match – Wednesday 9 September 2026
- Heritage Open Day – Saturday 19 September 2026
- Local Democracy School Visits – 5-16 October 2026

C. **To receive** ideas for suggested or potential future events or activities.

Civic events since the last meeting of the Committee:

Civic Awards – 20 March 2026

The Civic Awards provide an opportunity to celebrate and show appreciation for the outstanding contributions made by individuals and groups in our community.

This year’s awards were launched on 30th January, with the nomination period closing on 27th February. The awards were widely advertised, with information and nomination forms distributed to local organisations, youth groups, charities, and schools. A press release was issued to local news outlets and printed in the *Newbury Weekly News*. Posters and flyers were displayed on noticeboards and bus stops. Additionally, information was shared on our website and social media platforms.

We received a total of 33 nominations. The calibre of the nominees in each category was high. All were considered by a judging panel and winners were selected. All nominees and their guests were invited to the awards presentation evening on Friday 20th March.

The presentation evening took place at St Nicolas Church Hall, hosted by The Mayor of Newbury (Cllr David Harman), the Town Crier (Steve Wallis) and the Town Marshall (Innes Mason). Winners received an engraved award to keep and mark their achievements. Their names were also engraved onto the perpetual wooden shields displayed in the Town Hall. All nominees were presented with a certificate to recognise their exceptional contributions. Following the presentation, refreshments and networking took place, allowing everyone to share in the success and celebrate all involved.

The winners were as follows:

- **The Newbury Town Civic Award:** Cath Hamblin (recognised for years of continuous volunteering at Newbury Soup Kitchen, helping the service run smoothly while contributing to fundraising and community events).
- **The Young Persons Civic Award:** Oscar Tibbels (aged 16, recognised for his volunteering with young people with special educational needs).
- **The Business Civic Award:** UHY Ross Brooke (recognised for using their professional skills and expertise to support a wide variety of local causes, from charity events and community clean-ups to mentoring students through work experience placements).
- **The Environmental Contribution Civic Award:** Charmaine Buckley (recognised for running her salon sustainably, where all waste is recycled to prevent landfill and profits are reinvested into a range of charitable and environmental causes).
- **The Local Community Group Civic Award:** Bingo Buddies (recognised for their fundraising efforts for local causes including food banks, care homes and support services for people experiencing homelessness).

In the days following the event, a press release was issued detailing the winners and thanking all nominees along with those who nominated them. This was featured in the *Newbury Weekly News* and on community news websites, ensuring that the stories of the winners and nominees were shared with a wider audience.

Social media engagement was highly positive following the event. The official Newbury Town Council social media channels received an enthusiastic response, with a post highlighting the winners seeing over 4,700 impressions and 83 reactions, comments and shares. Local residents, businesses, and community groups took to their own platforms to congratulate the winners and share their pride in being part of such a vibrant community.

Financial

The provision for 2025/26 was £1,040, and the event was successfully delivered within budget. Additional budget will not be required for 2026/27 if the scheme continues in the same format.

Strategy

2.E. Celebrate and recognise individual and community achievements.

2.E.a. Run and sponsor Newbury's annual Civic Award scheme to recognise the contributions of our residents to the town.

Mayor Making – 10 May 2026

Newbury Town Council's Mayor Making ceremony took place on Sunday 10th May 2026. Councillor Jo Day was formally invested as Mayor of Newbury for the 2026/27 municipal year, with Councillor Sarah Slack invested to serve as Deputy Mayor.

The ceremony was held at the Corn Exchange, followed by a Civic Service at St Nicolas Church and a reception at the Waterside Centre. Planning for the event began in January,

with effective collaboration between the Civic Office, the various venues and those involved in the event.

The morning began with a formal procession from the Town Hall across the Market Place, led by the Town Marshal and Macebearers, before the official ceremony commenced inside the Corn Exchange. The Town Crier introduced proceedings, followed by the outgoing Mayor Cllr David Harman who gave a reflective speech on his year in office.

The ceremony was well attended, with over 200 guests, including the Deputy Lord Lieutenant, representatives from across the community, friends and family of the incoming and outgoing Mayors, and local dignitaries. Invited guests were seated in the main auditorium, while the gallery was opened to accommodate members of the public. A small number took up this opportunity.

Newbury Sea Cadets provided outstanding support, with cadet and adult volunteers assisting with the movement of equipment between the Town Hall, Corn Exchange, and Waterside Centre. Smartly presented and highly efficient, their help was invaluable, and they remained until the conclusion of the reception to assist with clear-up. Their ongoing support is a great asset to the Town Council.

Corn Exchange staff ensured the smooth running of the ceremony, with additional support from the Sea Cadets in helping to seat guests in advance of the Mayor and Councillors' arrival. Musical accompaniment was beautifully provided by InCantata, a talented local female community choir. The programme ran smoothly and to time. Councillors who participated delivered thoughtful and engaging speeches that contributed to a warm and memorable event.

The Civic Service was led by the Revd. Joy Mawdesley, Associate Rector of St Nicolas Church, with an address given by Revd. Peter Timothy, Minister of Newbury Baptist Church and the Mayor's Chaplain.

The reception at the Waterside Centre was well attended. Catering was provided by the café team.

Financial

The provision for 2026/2027 was £3000, and the event was successfully delivered within this budget.

Strategy

2.C. Arrange and Manage Inspiring Civic events and Mayoral calendar.

2.C.b. Deliver the annual Mayor Making ceremony.

JA

22 06 2026

Public Report to Civic Pride, Arts & Culture Committee**29 June 2026****Work Programme for Civic Pride, Arts & Culture Committee Meetings****Standing Items on each (ordinary meeting) Agenda:**

1. Apologies
2. Declarations and Dispensation
3. Approval of Minutes of Previous Meeting & Update on Actions
4. Questions/ Petitions from Members of the Public
5. Questions/ Petitions from Members of the Council
6. Flag Flying Requests
7. Event Grant Funding Applications
8. Civic Services Manager's Reports
9. Civic Events
10. Work Programme and Future Business

June 2026	Local Democracy Working Group TOR Review NTC 30 th Anniversary Working Group TOR Review & Membership Civic Awards Report Mayor Making Report Heritage Open Day Planning
September 2026	Remembrance Sunday Planning Heritage Open Day Update Local Democracy Working Group Update NTC 30 th Anniversary Planning
December 2026	Festive Afternoon Tea Planning Civic Awards Planning Budget Recommendations 2027/28 Newbury Town Band Review Heritage Open Day Report Local Democracy Events Report Remembrance Sunday Report NTC 30 th Anniversary Planning
February 2027	Civic Awards Planning Mayor Making Planning Local Democracy Working Group Update NTTA Report Festive Afternoon Tea Report NTC 30 th Anniversary Planning