

25 November 2020

To: The Leader and Deputy Leader of the Council; Councillors Jo Day; Billy Drummond; Sue Farrant; Steve Masters; Gary Norman; Elizabeth O’Keeffe; Sarah Slack.

Substitutes: Councillors Jeff Beck; Nigel Foot; Chris Foster; David Marsh; Martha Vickers.

Also to: All Members of the Council for information.

Dear Councillor

You are required to attend a meeting of the **Civic Pride, Arts & Leisure Committee** to be held on **Monday 30th November 2020 at 7.30pm**. The meeting is open to the Press and Public. This meeting will NOT take place in the Town Hall and will be conducted virtually over Zoom.

Topic: Civic Pride, Arts and Leisure Committee Meeting

Time: Nov 30, 2020 07:30 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/83897587888>

Meeting ID: 838 9758 7888

Yours sincerely,

Elisa Adams
Civic Manager

AGENDA

1. Apologies
Civic 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.

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we can all be proud of.

3. Minutes (Appendix 1 & Appendix 2)

Chairperson

3.1 To approve the minutes of the meetings of the Civic Pride, Arts & Leisure Committee held on Monday 7 September 2020 (previously circulated).

3.2 Report on actions from previous minutes.

4. Questions and petitions from members of the public

Chairperson

(Questions, in writing, must be with the Civic Manager by 2.00 pm on Monday 30 November 2020)

5. Members' questions and petitions

Chairperson

(Questions, in writing, must be with the Civic Manager by 2.00 pm on Monday 30 November 2020)

6. Newbury & District Arts association (Appendix 3)

Chairperson

To Receive a report from the Newbury and District Arts Association on their activities over the past year with forthcoming activities.

7. Newbury Art Trail (Appendix 4)

Civic Manager

To recommend to the Planning and Highways Committee that any proposals for revitalising the Town Centre should consider public art which reflects the 'Flow' concept of the Town Council's art trail.

To recommend that the Town Council writes to West Berkshire District Council regarding the local plan review requesting that any large developments be required to provide a piece of public art in Newbury and that the pieces should reflect the concept of 'flow'.

8. Newbury Town Civic Awards 2021 (Appendix 5)

Chairperson/Civic Manager

To approve arrangements for the 2021 Newbury Town Civic Awards.

9. Heritage Open Day 2020 (Appendix 6)

Chairperson/Civic Manager

To receive a report on the activities that took place during the Heritage Open Days Festival, taking place from 11th – 20th September 2020.

10. Remembrance Sunday 2020 (Appendix 7)

Chairperson/Civic Manager

To receive a report on 2020's Remembrance Sunday Service.

11. Local Democracy Working Group (Appendix 8a, 8b & 8c)

Chairperson

To receive a report on outcomes of the Local Democracy Working Group Meetings which took place on 29th September & 17th November 2020.

To approve arrangements for engaging with young people.

To approve recommendations to the Working Group Terms of Reference.

12. The Corn Exchange Learning Centre (Appendix 9a & 9b)

Chairperson

To consider supporting The Corn Exchange by putting forward their proposal of £10,000 for consideration for the draft budget.

13. Council Strategy

Chairperson

To consider any strategy items for approval of recommendation to Policy & Resources Committee.

14. Civic Pride, Arts & Leisure Budget 2021/22 (Appendix 10)

Chairperson

To note the amount spent against the current financial year 2020/21.

To consider any items for events that need to be covered by the 2021/22 budget, for the approval of recommendation to Policy & Resources Committee.

15. Raising the Profile of the Council in the Community (Appendix 11)

Chairperson

To note the letters of congratulations that the Mayor of Newbury has sent to residents and organisations in the community since the last meeting of this committee.

16. Civic Events

Chairperson/Civic Manager

a) **To review** civic events since the last meeting of the Committee

- Heritage Open Days Festival – 11th – 20th September 2020
- Remembrance Sunday – 8th November 2020

b) **To note** the programme of civic events until the next meeting

- Mayor's Christmas Raffle – Throughout December 2020
- Launch of Civic Awards 2021 – 27th January 2021
- Mayor's Charity Gala Fundraiser – 27th February 2021

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

17. Forward Work Programme for Civic Pride, Arts & Leisure Committee meetings 2018/19 (Appendix 12)

Chairperson

To note and agree any other items that Members resolve to add to the Forward Work Programme

Next Meeting:

2nd March 2021, 7:30pm

**Minutes of a meeting of the Civic Pride, Arts & Leisure Committee held virtually on
Monday 7 September 2020 at 7.30pm**

Present

The Leader and Deputy Leader of the Council; Councillors Jo Day (Chairperson); Billy Drummond; Sue Farrant; Nigel Foot (substitute); Elizabeth O'Keeffe; Sarah Slack.

Officer present:

Elisa Adams, Civic Manager

18. Apologies for absence

Apologies: Councillor Gary Norman

Absent: Councillors Steve Masters and Jeffrey Cant

19. Declaration of Interest and Dispensations

The Civic Manager declared that Councillor Billy Drummond is also a Member of West Berkshire Council, which is declared as a general interest on their behalf and a dispensation is in place to allow him to partake in discussions relating to West Berkshire Council business.

20. Minutes**20.1**

Proposed: Councillor Billy Drummond

Seconded: Councillor Sarah Slack

Resolved: That the Minutes of the meeting of the Civic Pride, Arts & Leisure Committee held on Monday 6 July 2020 be approved and signed by the Chairperson.

20.2 The Civic Manager reported the following regarding actions from the previous meeting:

- Minute No 7: Arts in the Town; Minute No 8: Newbury Town Civic Awards; Minute 10: Christ's Hospital School – actions taken and will be discussed when required.
- Minute No 9: VJ Day 15th August – event took place and a report on the event will be discussed.
- Minute No 12: Heritage Open Day 2020 – alternative plans have been arranged and will be discussed when required
- Minute No 13: Local Democracy Week – a Working Group Meeting took place with the outcomes to be discussed when required.

21. Questions and petitions from members of the public

There were none.

22. Members' questions and petitions

There were none.

23. Art on The Park

Cllr Sue Farrant reported that following discussions with Newbury & District Arts Association and Newbury Art Group, they have members who are very enthusiastic about the prospect of getting Art on the Park back up and running. It was also reported that Newbury Art Group have a small pot of money which they would be keen to use for this project.

It was agreed that Cllr Farrant, Cllr Foot and Cllr Drummond would arrange a meeting with Newbury Art Group to look at the scope of getting this event back up and running, with an aim for Summer 2021.

It was noted that the success of previous events was dependent on volunteer stewards. Cllr O'Keeffe suggested contacting the Corn Exchange to see if any of their volunteer stewards may be interested.

24. Newbury Art Trail

The Civic Manager reported on the outcomes of a meeting with Cllr Farrant, Cllr Foot, Cllr O'Keeffe and Jane Shillam from Newbury & District Arts Association.

It was suggested for further research to take place into the history of the art pieces in Newbury, and to make use of the website to publish information, which can be updated as and when required when new information about pieces is discovered. Another small meeting with the Civic Manager and the Councillors listed above will take place before the next meeting.

The Civic Manager also advised that there were further earmarked reserves budgeted for the Town Trail to be used. Cllr Farrant agreed to approach Greenham Trust to look at the possibility of match funding for any potential future projects.

25. Newbury Town Civic Awards

The Civic Manager presented detailed plans for the 2021 Civic Awards, which included plans for a Launch Event (and Covid 19 contingencies) and ideas for a new Community Champions Award.

The Deputy Leader of the Council suggested an open competition for the design of a pin badge for the new award. The Civic Manager and Chairperson will further investigate this, sharing ideas with the rest of the Committee before the next meeting.

26. Heritage Open Day

Proposed: Cllr Martin Colston

Seconded: Cllr Olivia Lewis

Resolved: That this year's Heritage Open Day will be acknowledged through a visual display of the history and heritage of the Town Hall on our notice boards, and for an online quiz to be shared through the week via our website and social media platforms.

27. Local Democracy Week 2020

The Chairperson reported that our usual Local Democracy event is unable to take place this year, and that Primary and Secondary schools will be informed that they would like to invited them to visit the Town Hall and to host the event as soon as in convenient. The situation will be reviewed over the course of the year, in the hope that we don't have to wait until Autumn 2021 for our next event to take place.

28. 75th Anniversary of VE Day 8th May 2020/VJ Day 15th August 2020

The Chairperson reported on the events that took place on the 8th May and 15th August. It was noted that they were appropriate commemorations for the current circumstances, and they were well received.

The Civic Manager thanked all those who participated in the VE/VJ 75th Anniversary Commemorations Working Group.

29. Remembrance Sunday 2020

The Civic Manager explained that circumstances regarding this year's Remembrance Sunday will be under constant review and will be subject to change at any time in the lead up to the event itself.

A number of ideas and suggestions were put forward by Members, the Civic Manager agreed to share at the next Remembrance Sunday planning meeting.

Proposed: Cllr Sue Farrant

Seconded: Cllr Elizabeth O'Keeffe

Resolution: That the Council will consider a reduced number parade and service for this year's Remembrance Sunday, subject to Covid 19 restrictions.

30. Mayor's Benevolent Fund Christmas Gift Review

The Civic Manager presented a proposal and a draft application form for this year's Mayor's Benevolent Fund Christmas Giving.

Resolved: That new arrangements are in place for providing Mayor's Benevolent Fund gifts to those in need at Christmas time.

- This proposal failed to gain support due to some rewording that felt required on the application form. The following amendment was suggested:

Proposed: Cllr Elizabeth O'Keeffe

Seconded: Cllr Martin Colston

Resolved: That new arrangements are in place, *subject to noted rewording of the application form*, for providing Mayor's Benevolent Fund gifts to those in need at Christmas time.

The Civic Manager agreed to reword the form and send to the Committee to review by the middle of October, as the form will be required to use before the next Committee meeting is due to take place.

It was also noted that we should consider looking at how we can provide support to those who may require it in completing the form.

31. Christ's Hospital School

Amendments were made to the wording of this proposal following its deferral from the meeting on the 6th July 2020.

Proposed: Cllr Sue Farrant

Seconded: Cllr Martin Colston

Resolved: That the Council acknowledges the link that Newbury Town has with Christ's Hospital School and to make the existence of the Wests' Gift scholarship known amongst schools in our catchment area.

32. Raising the Profile of the Council in the Community

The information regarding the works done to raise the profile of the Council in the Community was received and noted by the Committee.

The Chairperson thanked the Civic Manager for work that has been put into the letters over the past few months due to the sheer volume of letters required.

The Chairperson also thanked the Mayor, Cllr Elizabeth O’Keeffe, for her efforts in reaching out and visiting local businesses as they reopened, keeping up the Council presence in the town. This was echoed by other Councillors in the meeting.

33. Civic Events

- a. The information regarding Civic events held since the last meeting of this committee was received and noted. The Mayor, Cllr Elizabeth O’Keeffe, thanked the local businesses and Councillors who supported the Mayor’s Treasure Hunt fundraising event for the Mayor’s Benevolent Fund.
- b. The information relating to future Civic Events as detailed on the agenda was received and noted by the Committee. The next up and coming event in the calendar is:
 - Heritage Open Days Festival – 11th-20th September 2020. The Civic Manager encouraged everyone to share and promote the quiz.
 - Remembrance Sunday – 8th November 2020.
- c. Potential future events or activities:

The Mayor suggested that following the success of the Mayor’s Treasure Hunt to try and look at similar event options to engage younger children. Ideas will be discussed with the Civic Manager.

34. Forward Work Programme for Civic Pride, Arts & Leisure Committee meetings 2020/21.

It was agreed that the following would be added to the Forward Working Programme for the next November meeting:

- Review the feasibility of Local Democracy Event
- Review outcomes of Art on the Park meeting.

There being no further business the Chairperson declared the meeting closed at 9.00pm.

Chairperson:

Date:

CPA&L Action Sheet**Civic Pride, Arts and Leisure Committee****Date: 07/09/2020**

Item	Resolved	Actions	who	when
Agenda Item 23 – Arts On The Park	-Feasibility study of Art On The Park -NDAA and Newbury Art Group are enthusiastic about the prospect of getting Art on the Park back up and running.	-Cllr Sue Farrant, Cllr Nigel Foot & Cllr Billy Drummond to meet with NDAA and Newbury Art Group -Add to Forward Working Programme	SF, NF, BD EA	16/11
Agenda Item 24 – Newbury Art Trail	- To research the prospect of match funding from Greenham Common -The continue further research into the history of the art pieces in Newbury & publishing information on website.	-Cllr Sue Farrant to approach Greenham Trust regarding match Funding -Civic Manager to arrange meeting with Cllr Sue Farrant, Cllr Nigel Foot and Cllr Elizabeth O'Keeffe for further research of art trail.	SF EA	16/11 16/11
Agenda Item 25 – Newbury Town Civic Awards	An open competition for the design of a pin badge for the new award.	Civic Manager and Chair to further investigate and share ideas with rest of committee	EA JD	12/10
Agenda Item 27 – Local Democracy Week	Review situation over the course of the year to host the event as soon as is convenient	Add to Forward Working Programme	EA	16/11
Agenda Item 29 – Remembrance Sunday 2020	To consider a reduced number parade and service for this year's event.	Civic Manager to work with key stakeholders and to provide regular event reports in the lead up to the event Civic Manager will take suggestions to Remembrance Sunday planning meeting	EA	08/11 28/09
Agenda Item 30 – Mayor's Benevolent Fund Christmas Gift Review	New arrangements are in place subject to noted rewording of the application form	Civic Manager to reword application form and send to Committee.	EA	12/10



Newbury and District Arts Association

18 November 2020

In common with many organisations, the past eight months have been challenging for local arts groups. The arrival of the Covid19 pandemic and the national lockdown in March saw all group activities and performances curtailed. The arts community has shown creativity and resourcefulness in maintaining a presence and continuing activities, albeit in a modified form. This has largely involved making use of internet platforms.

Professional organisations, such as the Corn Exchange, Watermill Theatre and Newbury Spring Festival offered and developed their online resources. The Corn Exchange and Watermill returned to mounting live performances adhering to strict safety policies defined by government guidelines. Audience capacity is much reduced with a resulting loss of income. Although these local, professional organisations have been successful in obtaining some emergency funding, the continued significant income shortfall has huge implications for their future.

Music and drama groups have been particularly badly affected by the necessary restrictions due to the Covid pandemic. There has been good advice from the 'umbrella' organisations such as 'Making Music' regarding running 'virtual' rehearsals and events. They have provided detailed information about resuming live rehearsals under the government regulations but the nature of the virus and its transmission via droplets and aerosol, are not compatible with singing and wind and brass playing. Several local societies have attempted a mixture of live and virtual rehearsals with varying degrees of success.

Visual arts have perhaps been better suited to adapting to virtual platforms. There have been photography club and 'open studio' exhibitions, and art and craft classes delivered online.

The efforts to maintain this limited level of artistic activity have been admirable and national lobbying on behalf of the arts has helped to raise their profile. However, this cannot compensate for the huge sense of loss felt by so many of us now that both active and passive participation in our favoured artistic and cultural activities is so severely restricted.

On the positive side, this has drawn attention to the value and contribution that the arts make to our wellbeing and that of society as a whole. Local arts groups are making plans for activities and events in 2021. We all hope that efforts to contain and control the Covid pandemic will enable the vibrant cultural activity in Newbury and its environs to resume and enrich our lives.

Jane Shillam

NDAA Chairman

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Public Report to Civic Pride, Arts and Leisure Committee

30th November 2020

Agenda Item 7: Newbury Art Trail

Background

Councillors Nigel Foot, Sue Farrant and Elizabeth O’Keeffe have been working closely with the Civic Manager to look at reinstating a presence of the Town Trail within Newbury. Discussions took place about how to progress the sharing of information about the Town Trail and the design concept and working with other Newbury Town Council Committees and external stakeholders to promote and develop the Trail.

Councillor Foot (also Chair of the Council’s Town Centre Working Group which reports to the Planning and Highways Committee of Newbury Town Council), said that it would be advantageous of any information coming from Civic Pride, Arts and Leisure Committee, regarding the Town Trail, to be forwarded to the Town Centre Working. West Berkshire Council, who also sit on the Town Centre Working Group, have commissioned ‘Hemingway Design’ consultants to advise on the regeneration of the Town and help with the development of the Local Plan. It was hoped this move would help works of art to be incorporated into the planning of future developments.

This proposal mainly comes from that the initial idea for the Art Trail comes from the initial concept of ‘flow’, an initial concept which Newbury Town Council came up with when creating the art trail over 20 years ago. Every art piece that has been commissioned reflects the design concept of ‘flow’. There are fears that this concept may be lost when it comes to future developments and requires enforcing to keep the history of the theme of ‘flow’ present within the town.

The initial concept of ‘flow’ that is used for the art pieces is very broad. In 1999, local artist Michael Fairfax produced the design concept, suggesting possible sites and works all linked by the theme of ‘flow’ The theme represents many things, from the flow of people, of goods, of water, of ideas, of vehicles and, more recently, of electronic data and information, through Newbury. The concept was accepted by the Council and it was decided that the first piece should be a sculpture which incorporated flowing water, which is now what we know as the Ebb & Flow sculpture.

Council Strategy

1F. 3b – Work with local community groups to promote and extend the Town Trail and other visual arts initiatives

2B.2 - Support the re-establishment of Art in the Park and other public arts events and instalments.

Recommendations

- To recommend to the Planning and Highways Committee that any proposals for revitalising the Town Centre should consider public art which reflects the 'Flow' concept of the Town Council's art trail.
- That the Town Council writes to West Berkshire District Council regarding the local plan review requesting that any large developments be required to provide a piece of public art and in Newbury that these pieces should reflect the 'Flow' concept of the Town Council's art trail.

Elisa Adams (Civic Manager)

23 11 2020

Public Report to Civic Pride, Arts and Leisure Committee

30th November 2020

Agenda Item 8: Newbury Town Civic Awards 2021

Background

The Newbury Town Civic Awards was launched in 1998 and has been thriving and growing ever since. The Civic Awards Presentation sees our Town's 'unsung heroes' recognised for their efforts and contributions to the Town. In 2009, we launched the Young Person's Civic Award, 2018 saw the launch of the Business Civic Award and 2020 introduced the award for Environmental Contribution to the town. Winners of the awards receive a prize, as well as their name being presented in the Town Hall. All nominees are invited to the Awards Ceremony and everyone, including the winners receive a certificate from the Mayor.

2020 was the first year in 23 years that the Awards Ceremony was unable to take place due to the Coronavirus pandemic. Instead, all nominees and winners received their certificates in the post alongside a letter of congratulations from the Mayor. A press release with a full list of nominees was issued and able to be accessed on our website. The winners are still due to receive their physical awards.

Due to the uncertainty of the world situation, contingency plans have been put in place for the 2021 Civic Awards Scheme.

Changes and Contingency Arrangements for 2021

Date	Action	Notes
7 th December 2020	Pin Badge Competition Launch	See Notes
17 th January 2021	Pin Badge Competition Closes	
W/C 18 th January	2020's winners invited to collect their awards & pin badge winner announced	
Wednesday 27 th January 2021 7pm	LAUNCH DAY & NOMINATIONS OPEN	See Plan Below
Sunday 28 th February 2021	Nominations Closed	
W/C 1 st March	Judging Commences	
Wednesday 17 th March 2021 7pm	AWARDS PRESENTATION	See Plan Below

The awards that will be issued in 2021 will be the following:

- The Newbury Town Civic Award
- The Newbury Town Young Persons Civic Award

- The Newbury Town Business Award
- The Newbury Town Environmental Contribution Award
- *Newbury Town Covid Community Champions* (See further information below)

LAUNCH DAY

Due to the ongoing uncertainty of Covid, unfortunately we will be unable to host the Civic Awards Launch Event in the Town Hall as originally planned which would also celebrate the achievements and success of 2020's nominees and winners.

Instead, we will revert to launching a press release to let all know that the nominations for the awards are open, with all important information on how they can nominate and key dates.

Winners of 2020's Awards still need to collect their physical awards, in January we would invite the winners to the Town Hall to meet the Mayor to collect their award and to get a photo which would be included as part of our press release.

The Launch would also announce the winner of the Community Champion's Pin Badge Design Competition. The drawing of the design will be showcased and the winner will receive a prize for their contribution when invited to meet the Mayor, and their design produced in time for March's Awards.

AWARDS PRESENTATION

For the Civic Awards Ceremony, we would look into utilising technology to deliver this. This may potentially be a video live stream on the evening of the 17th March, or a pre-recorded video presentation filmed in advance which will be uploaded to our social platforms on the 17th March. This would be edited accordingly with on-screen text to support those with accessibility requirements.

While it may not be possible to invite the winners of the awards to collect their prizes, it would be arranged for the four large award winners to be invited to collect their awards and for a photo opportunity in the Town Hall when appropriate.

The winners of the Community Champion Awards will have their certificates and pin badges sent to them in the post. All other nominees and winners will also receive their certificates in the post.

The Newbury Town Community Champions & Pin Badge Competition

This is a special, one-off award specifically for the 2021 awards to recognise those individuals who have come forward to give their time, energy and support to fellow members of the community out of kindness and goodwill during the Covid-19 pandemic.

Instead of having one overall award, as this is a one-off occasion it is suggested that those nominated are all recognised as a Newbury Town Community Champion by receiving a special pin badge for their services to the town and residents. The criteria for this award would be to have delivered unpaid, voluntary service, to help support the local community during the Covid-19 crisis. By keeping criteria broad, we hope to attract a range of nominations, some which Newbury Town Council may not have heard of before who have contributed in our community.

A competition will be launched on 7th December 2020, targeting youth groups and young people to partake in the opportunity to design the pin-badge that will be produced and given to the recipients of this award. This will span over the Christmas/New Year period with the winner being chosen in time to be notified for the launch of the Awards.

Competition entry forms will be available to download via the Town Council Website, and physical copies will be sent to schools, youth organisations, West Berkshire Library. A separate press release of this competition will be launched in December.

The entry form will provide a template of the space where the pin can be designed, and guidance on art work specifications from the pin badge supplier (enamelpinfactory.com). The brief will be to 'design a pin badge which celebrates the community spirit of Newbury', and entrants will be required to write a written response to the question 'what was the inspiration behind the design you are submitting?' to help support their entry.

Financial and Legal Implications

The current budget provision is £1000. Sponsorship worth £500 from Newbury Racecourse was due to be used in 2020 but it was agreed that this would be deferred to 2021.

Reference to the Council Strategy

It is an objective of the Council to run and sponsor an annual Civic Awards scheme (Strategy Objective 2.C1).

By introducing the Community Champion Award we will also be congratulating residents and members of the community when significant achievements are brought to our attention (Strategy Objective 2.C2)

Equality and Diversity Impacts

The awards are open to all the communities in Newbury.

Recommendations:

-The Council resolves to approve arrangements for the covid contingency plans for the Newbury Town Civic Awards

-The Council resolves to launch a Pin Badge Competition for the one-off Community Champion Award.

Elisa Adams, Civic Manager

17 11 2020

Public Report to Civic Pride, Arts and Leisure Committee

30th November 2020

Agenda Item 9: Heritage Open Day 2020

The Town Hall usually runs a Heritage Open Day event in the Council Chamber inviting the public into the Town Hall to learn about the history of the building and more about Newbury heritage. 2019 was a success, welcoming around 140 visitors into the Town Hall.

This year, Heritage Open Days have been encouraging organisations to look at alternative means of engagement through the use of digital technology. While the Town Hall is unable to open to the public, the Civic Manager has explored means of how a Heritage Open Day presence can be done digitally. Unfortunately, due to the Council's current IT infrastructure and time constraints, we wouldn't be able to deliver the advanced options of digital experiences Heritage Open Days were advising.

Alternatively, this year the Town Council utilised our notice boards to provide a Heritage Open Day display as well as an online quiz being available. Both of these were able to be accessed throughout the duration of the Festival from Friday 11th September – Sunday 20th September. These would work in tandem to inform one another, essentially the information from the poster would feed into the questions that were asked in the online quiz.

The online quiz was made using Google Forms, as there were technical issues with TypeForm – the original programme that was going to be used to create the quiz. Because of this, the quiz had fewer interactive elements than would have liked and wasn't as visually engaging as hoped. The quiz itself consisted of 15 questions, categorised into the Town Hall Building, The Mayor of Newbury, Regalia, our paintings as well as some further questions about key dates in the Council's history.

While the link to the quiz was shared on our website, social media platforms, in a press release and a QR Code was included in the poster, engagement was very low with only 7 participants across the whole festival. This was very disappointing for the amount of time that went into researching the questions and trying to solve the technical issues by switching platforms.

Participants had the opportunity to leave feedback on the quiz. Only one participant left written feedback saying "this was quite a challenging quiz, but very interesting none the less to learn about some of the Town Hall history". The average score on the quiz was 9 out of 15. The median rating for the quiz difficulty, with 1 being 'easy' and 5 being 'very hard' was 3.5, with a range from 2-5.

An A1 Poster was produced and placed in the building's notice boards. The poster included a QR Code link to the online quiz and information that we would normally

provide as hand-outs on our open days. Upon reflection, the poster was very text-heavy and wasn't an accessible document produced. While there was a few pictures of the Civic Staircase and the Mayor's Parlour, there should have been a more visual focus and better presentation of the poster – a lesson to learn from and take forward for the future.

For the future, I think it is important to dedicate more time to Heritage Open Days to make sure that the rich history of the Town Hall is celebrated appropriately, regardless of if we host an open day or continue to present the Town Hall in a digital capacity. With many other organisations taking part virtually this year, it will be interesting to read the evaluation reports from Heritage Open Days to gauge ideas and inspiration for the future.

Recommendations for 2021:

- To keep optimistic in the hope of being able to deliver our Town Hall Open Day as successfully as 2019, taking onboard feedback from that year.
- Keep an eye out on the theme for 2021's event to see if we can have a more focused presentation. 2020's theme was 'Hidden Nature' which wasn't considered throughout planning arrangements.
- Continue to further learn and develop digital skills and opportunities to showcase the Town Hall's heritage digitally.
- To ensure more time is dedicated to prepare for future Heritage Open Days Festivals

Elisa Adams

18/11/2020

Public Report to Civic Pride, Arts and Leisure Committee

30th November 2020

Agenda Item 10: Remembrance Sunday 2020

Remembrance Sunday Service 8th November 2020

Due to the Coronavirus pandemic, this year's Remembrance Sunday event was very different to what we would usually deliver.

With plans everchanging due to new restrictions, this year's event consisted of a heavily stripped back service and wreath laying ceremony taking place at the War Memorial only, with no parade or use of the Market Place at all this year. With a National Lockdown announced to commence from the 5th November, many plans for the Service had to be reviewed and changed very last minute in order to comply with new laws and legislations that were provided for delivering Remembrance Sunday by the Government.

Attendance was restricted to only those who were laying a wreath on behalf of wider represented groups, which mean that we were sadly unable to have Councillors, Officers, Veterans and the many other uniformed members and volunteers present who would usually come and pay their respects every year. We also sadly were unable to deliver a service at St Nicolas Church this year either.

The message this year, taking a joined-up approach with both Thatcham and Hungerford Town Councils was to 'Remember From Home'. 2020 saw the first year that Newbury's Remembrance Sunday would be video live streamed and radio broadcast via Kennet Radio, promoting the message to Remember From Home.

One of the legal requirements that was needed for all Remembrance Sunday events in 2020 was to ensure mitigations were in place to deter crowds from gathering, and also to have Track and Trace systems in place for those that were attending on the day. The solution to this was to form a controlled event space around the War Memorial, cordoning off the area to members of the public by using pedestrian barriers, only granting those who had received an official invitation access to the event space. Their details were provided in advance to constitute as Track and Trace, and they were ticked off the guestlist upon entering the space on the day.

On the day itself, everyone in the event space adhered to social distancing and mask wearing was encouraged. Revd Keri Eynon delivered a reduced service, providing reminders to not sing the National Anthem due to guidance (which was played out loud by Kennet Radio), and encouraged everyone to leave the area following the end of the service in a safe, socially distanced fashion.

Anyone who hadn't received an invitation, or wished to lay their own wreaths or flowers was invited to do so in their own time following 11:30am, once the event has finished and all the pedestrian barriers had been removed. This offer was taken up by many, including many youth organisations who wished to visit the War Memorial in their own time.

While there was roughly 100 members of the public who did turn up on the day to pay their respects, many used the opportunity to tune into either the video or radio live stream. This was a first for Newbury Town Council, and while there was a slight technical issue in set up of the video stream, this was quickly rectified before the stream was due to begin.

There were many positive comments regarding this years' service which seemed a lot more poignant and emotional than previous years due to the world's circumstances. Many comments expressed their praise toward the quality of the video and radio streams and the quality of the service that was presented in a virtual capacity, something which would be recommended to continue doing for future years. There were also positive comments regarding the Senior Standard Bearer, Angela Logue, directing the wreath laying procedure and announcing who was laying a wreath and whom they were representing, although the audio wasn't picked up during streaming.

The Royal British Legion provided feedback to us about receiving complaints from veterans who were unable to attend the event space after the event had taken place, and we did have one public complaint to the Town Council in writing about this and how there was last minute changes to who was able to be allowed into the event space. Unfortunately, due to the last-minute change in laws, the event required further reduction in size and attendance to ensure compliance with the laws in place, and the matter was resolved to an understanding in a wash up meeting that took place on the 18th November.

It was agreed that following the wash up meeting, in Summer 2021 the Royal British Legion and the Town Council would come together to discuss plans for operations of 2021's event with the hope that a usual parade and service would be able to continue as per previous years.

I would like to add my personal thanks to all at Newbury Town Council for their support and understanding in what unforeseen and very different circumstances this year's event has taken place in. I would also like to thank Thames Valley Police and West Berkshire's representatives of the Safety Advisory Group for all their guidance and support. The coordination of this year's event came with its challenges, but overall considering 2020's circumstances, Remembrance Sunday this year was a success. We were able to deliver a short, focused service and wreath laying

ceremony and reached audiences in a way which we have never explored previously. I hope that the skills, experiences and additional technical elements can be utilised accordingly for 2021 where 'normal service' can resume.

Elisa Adams
Civic Manager
18/11/2020

29th September 2020**Local Democracy Working Group Minutes
Tuesday 29th September 2020, 9:30am**

Attendance: Councillors Jo Day (Chairperson); Jeff Beck; Nigel Foot; David Marsh; Gary Norman; Martha Vickers.

Officer support:

Elisa Adams, Civic Manager

1. Apologies

None

2. Minutes (App 1)

Proposed: Councillor Jeff Beck

Seconded: Councillor Nigel Foot

Resolved: Minutes of the meeting taking place on 29th July 2020 were approved.

3. Working Group Terms of Reference (App 2)

The proposed changes were suggested:

- Deliverable number 2, "*Send invitations to Newbury schools to learn...*"
- Deliverable number 4, "*Encouragement of young people to participate...*"
- 2nd last sentence to add "*There is a progress report at...*"

Proposed: Councillor Jeff Beck

Seconded: Councillor Nigel Foot

Resolved: The working group's Terms of Reference, with the proposed amendments, will be recommended for approval by the Civic Pride, Arts and Leisure Committee.

Town Hall, Market Place, Newbury, RG14 5AA

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4. Schools Update

The Civic Manager notified the Working Group that letters had been sent out to all schools notifying them that the event in the Town Hall due to take place in October was no longer going ahead. Emails were also sent to the lead contacts of the schools who had their confirmed scheduled visits. A note was written at the bottom of the letters encouraging schools to keep an eye out on future events and ways to engage young people in local democracy.

The Civic Manager had so far received no responses from these messages but will share any responses with the rest of the Working Group.

5. Zoom Event

Cllr Gary Norman presented a report from a meeting with Cllr Martha Vickers and Cllr Nigel Foot providing a basis and ideas for an online event to encourage young people to engage with the Council.

The ultimate purpose of this event is with an aim to restart Newbury Youth Council, which an aim for the Zoom to take place early 2021.

There were discussions about the age of the target audience. It was decided that the age should be kept broad from 'Year 7 to A Level' students, with an emphasis on keeping content relevant for all ages and starting from Year 7 to engage younger students with the Council for a longer period of time.

Target organisations should not just be restricted to secondary school but to also include Newbury College, youth organisations and clubs, Berkshire Youth, pupil referral units etc.

Once an agenda for the Zoom meeting has been put together, means of publicity include leaflets and letters to target organisations, usual Council outlets, and an emphasis on Social Media.

In their discussions, it was agreed that further research needs to be done regarding an agenda, with a need to talk to experts on what is engaging young people now in political conversations. Examples include the environment, diversity (Black Lives Matter), Mental Health etc. Other items could be suggested by target organisations.

There were strong proposals to have a group facilitator for the Youth Council sessions, potentially a youth worker, ex teacher, a volunteer who is used to working with young people from a diverse range of backgrounds.

The Civic Manager confirmed that encouraging a Newbury Youth Forum/Council is included in our current strategy (Reference 2D.2b in strategy document)

It was agreed that the next main priority is to find a focus for the Zoom event and to attempt to find a facilitator.

ACTION: Councillors Gary Norman, Martha Vickers and Nigel Foot to meet again to further research an agenda for the Zoom meeting and a facilitator, providing further focus for the Zoom event. This will be reported on at the next meeting.

6. Future Meeting

Next meeting to take place on **Tuesday 17th November 9:30am**, currently this will be via Zoom call.

17th November 2020

Local Democracy Working Group Minutes Tuesday 17th November, 9:30am

Attendance: Councillors Jo Day (Chairperson); Jeff Beck; Billy Drummond; Nigel Foot; David Marsh; Gary Norman; Martha Vickers.

Officer support:

Elisa Adams, Civic Manager

1. Apologies

None

2. Minutes (Appendix 1)

Proposed: Councillor Jeff Beck

Seconded: Councillor Gary Norman

Resolved: Minutes of the meeting taking place on 29th September 2020 were approved.

3. Zoom Event

Councillors Gary Norman, Martha Vickers and Nigel Foot presented the findings from a meeting that took place on the 6th November with representatives from Berkshire Youth and Community United West Berkshire to discuss the best format to engage the youth voice.

Outcomes of the meeting from the experts suggested that the best means was to not pre-define the event with the aspiration to form a Youth Council but to launch the process with a specific theme for discussion, and using the theme as a hook for engagement.

This theme would be determined by asking young people to engage in an online survey to help determine themes which are important to them, and to set up the Zoom event with the theme based on the outcomes of the survey. The survey would consist of a couple of short questions (e.g. What 3 things would make your life better in Newbury?) to help determine some themes.

The idea has been well received by Berkshire Youth and Community United who are very happy to engage in sharing the survey on their platforms. The Civic Manager would assist in setting up the online survey.

The next step would be to take the proposal to the next Civic Pride, Arts and Leisure Committee taking place on 30th November where a timeline would be discussed for progressing the online survey.

The Civic Manager will amend the notes provided by Cllr Gary Norman to a proposal that will be shared with the Committee. These will be shared with Cllrs Gary Norman, Nigel Foot and Martha Vickers in advance of going into the public domain.

The Chairperson thanked Councillor Norman, Councillor Foot and Councillor Vickers for their hard work on this.

4. AOB

There has been no further contact from the primary schools regarding the cancellation of the sessions in the Town Hall. Will review the circumstances in the New Year to see if/when their visits would be viable.

5. Future Meeting

The next meeting will take place towards the end of January 2021, following the outcome of the Civic Pride, Arts and Leisure Committee. A date will be confirmed either in December or at the beginning of January.

Any information/new findings in the meantime will be shared with the Working Group.

Public Report for Civic Pride, Arts and Leisure Committee

30 November 2020

Agenda Item 11: Local Democracy Working Group

Background

The Local Democracy Working Group has previously engaged with secondary school students by visiting their schools in October hosting Q&S sessions with Councillors. Following evaluation, it was agreed that the offering for secondary school students should be more targeted to the topics that they are interested in.

In these discussions, it was also noted that there may also be some strong, passionate young people who have a keen interest in politics who may wish to be a part of our currently dormant Newbury Youth Council, which had previously been established many years ago and used to be a very active group and initiative. However, how to engage with young people to be a part of this, and the concept of a Youth Council's functionality was questioned if it would be appropriate for young people today, and if the way we engage with youth should be reconsidered.

Councillors Gary Norman, Nigel Foot and Martha Vickers have been doing further research into what would be best practice to engage young people in local matters and to give young people of Newbury a voice. With the current circumstances of Covid-19, best practice is to engage with young people through online means and video call to discuss local issues. To gauge further insight into this, the Councillors proceeded to research further which included a meeting with representatives from Berkshire Youth and Community United West Berkshire to discuss the best format to engage the youth voice.

Outcomes of this meeting with the experts in the youth sector suggested that the best means was to not pre-define an online event with the aspirations to form a Youth Council or a Youth Forum, but to launch the process with a specific theme for discussion which is relevant to young people in Newbury, and the use the theme as a hook for initial engagement.

Experts recommended that the theme should be determined by young people themselves, and the process should be launched by setting up an online survey for young people to answer simple questions (e.g. What three things will make your life better in Newbury? Etc) which, in turn, will help determine some key themes that young people in Newbury care for. This will act as a basis for engaging young people in online discussions, using their suggested themes as a hook for engagement.

Reference to Council Strategy

2D – Encourage and support contributions to our public and community life. With reference to point 2D.2b; introducing young people to local democracy and NTC, and encouraging a Youth Forum/Youth Council

Financial

To make sure the work of the Youth Voice is appropriately administered, a proposed budget of £5000 is in place to help implement the survey and the online youth event to take place in the new year.

Equality and Diversity

This survey would be welcome for all young people in Newbury to participate in. It would be an opportunity to capture what young people, from a varying degree of backgrounds, care about within the town to ensure that the overarching project delivered is inclusive for all within Newbury.

The outcomes of the survey could also feed into other work of the Council which works to promote further equality and diversity initiatives from the Town Council.

Consultation

This idea has been well received by Berkshire Youth and Community United who would be happy to engage in sharing the survey on their platforms if the recommendation is passed.

The Civic Manager would assist in setting up the online survey and promoting it to our local secondary schools and youth focused projects and groups in Newbury.

The survey would be managed by Newbury Town Council but will be shared with Berkshire Youth, Community United and other local youth organisations to encourage engagement.

Recommendation

To set up an online survey to capture the views and areas of interest for young people living in Newbury

To analyse the results of the survey

To arrange and implement an online youth event in the new year on a theme selected using the results of the survey.

Elisa Adams (Civic Manager)

Local Democracy Working Group

Terms of Reference

**New/amended recommendations in italics*

Name: Local Democracy Working Group.

Goals: To promote the work of the Town Council by engaging with young people

1. Primary Schools, To introduce Local Primary School children to the Roles and Responsibilities of their Town Council
2. Secondary Schools, to inform and engage Local Secondary school children re the Democratic process and the Working of their Local Councils.
3. *To promote local democracy and Newbury Town Council through other youth channels*

Deliverables:

1. Successful contact with Local Schools.
2. *Send invitations to Newbury schools to learn about Newbury Town Council*
3. *Successfully deliver interactive sessions with primary school groups in the Town Hall and at participating secondary schools*
4. *Encouragement of young people to participate in Newbury Youth Council/Newbury Youth Forum.*

Scope: To explain and promote the Town Council through engaging with appropriate organisations in the community, *including Schools and appropriate youth organisations.*

Guidance from the Council.

Reports to Civic Pride, Arts and Leisure Committee.

To advise Full Council of the programme within Local Democracy Week and to encourage participation closer to the time.

Resources and Budget

Supported by The Civic Manager. Relies on the participation of Councillors in addition to members of the Working Group.

Officer support in updating the presentation

Use of Town Council's Laptop, Projector and Screen.

Use of the Council Chamber for Primary School visits.

Use of the Town Hall for Working Group meetings

Small budget available for purchasing of the Mayor's Bears pin badges to give to Primary Schools

Governance

Decisions reached by consensus. Quorum of 3 Members at each meeting for decision making, including the Chair

Additional Notes

Activities take place in October and usually extend over two weeks. Invitations to Schools are sent out before the end of the Spring Term. If no response a follow up letter is sent at the start of Autumn Term. A letter of confirmation is sent to the schools.

An initial meeting is held of the whole Group. Following this, main communication is through email.

The Civic Manager maintains a spreadsheet of dates booked and Councillors availability.

The Civic Manager gives a phone call to each school one week before the event to remind schools to attend.

2/3 members of the Group prepare/update and deliver the presentation. Other members of the Group and any other Town Councillors available attend as support for the Primary Schools Sessions and as part of the Secondary school visit program.

Members of NYC are encouraged to participate.

The participation of the Mayor is an important part of the Primary school visits. The Town Crier is also approached re his availability.

The event is promoted at Full Council in June. There is *a progress report* at subsequent Civic Pride, Arts and Leisure Committees. There is feedback to the Civic Pride, Arts and Leisure Committee following the event.

Public Report to Civic Pride, Arts and Leisure Committee

30th November 2020

Agenda Item 12: The Corn Exchange Learning Centre

Background

The Corn Exchange Newbury is a vibrant hub for arts and culture within the town, which has suffered greatly due to Covid-19. The arts sector has been hit hard by the pandemic, and The Corn Exchange building has subsequently had to close for business from March 2020. While they briefly opened the building again in September, they had to drastically change the way they operate with a reduced programme and cancellation of many events, including those in their Learning Centre.

The Learning and Participation team works to support vulnerable, isolated and disadvantaged members of the community, by putting learning and wellbeing at the heart of its work, using the arts as a vehicle for delivery in the Learning Centre. One of the major challenges for the Learning Centre is that the Learning Centre has had since re-opening in September is the need to restrict attendees to their sessions in order to remain Covid safe with some sessions limiting their capacity to 50%, with the prospect of some sessions running at a loss or sessions being cancelled.

While these adaptations have had to be made, the future for the Learning Centre is looking financially challenging with the potential that some practitioners may not be able to run anything in Spring 2021.

The Corn Exchange have emphasised the value that the Learning Centre has on many in our local community and the loss the organisation, and it's participants would feel if the Learning Centre programme was no longer on offer.

Strategy

2B.7 – Support and promote selected community events through financial assistance and/or provisions of venues and facilities

4B – Support initiatives to make Newbury a more inclusive town.

Financial

The Corn Exchange have requested £10,000 to go toward their funding package to subsidise some of the regular creative sessions that take place in their Learning Centre for local people of all ages and abilities.

Figures for their proposal are outlines in Appendix 9B on Page 3.

Equality & Diversity

The activities in the Learning Centre provided by the Corn Exchange outline their audiences and cater for all ages and abilities, providing inclusive opportunities to take part and access to the arts within Newbury.

Recommendation

To put forward the corn exchange proposal of £10,000 for consideration for the draft budget.

Elisa Adams (Civic Manager)

24 11 2020

23 November 2020

Elisa Adams
Civic Manager
Newbury Town Council
Newbury
Berkshire RG145AA

Dear Elisa

Supporting the Corn Exchange's Learning Centre programme—Get Involved

The Corn Exchange has a long relationship with Newbury Town Council and is extremely grateful for its previous support, most recently for *Reach Out* and *Unlocked & Unbolted* via *The Good Exchange*. We are now writing to ask the Council to consider providing an additional funding package of £10,000 to subsidise some of the regular creative sessions that take place in our Learning Centre for local people of all ages and abilities. Our sector has been extremely hard hit by the pandemic and these sessions also provide a viable income for our talented practitioners and freelancers, many of whom live locally and have suffered severe loss in income over the past eight months of the pandemic.

In this proposal we have set out some information about the Corn Exchange and the impact of COVID-19 and lockdown on our organisation, specifically the impact to our Learning and Participation work. We go on to describe how we are adapting to survive and the extent of our funding shortfall. At the end of our proposal we described in more detail the extensive work of our Learning Centre and how it provides inclusive opportunities to take part and access the arts.

About us

The Corn Exchange is a flagship arts centre in the heart of Newbury, delivering outstanding performances, creating our own well-respected work and providing a rich mix of arts and cultural provision to as many local people as possible. The Learning and Participation team works to support vulnerable, isolated and disadvantaged members of the community, by putting learning and wellbeing at the heart of its work.

As set out in our 2019-2020 Impact Report (available on our website and attached separately as part of this proposal), in the last year prior to March 2020, we sold over 86,000 tickets for over 1,160 shows—across all activities and buildings this amounted to a staggering 131,239 engagements!

This included 28,167 engagements with our Learning Centre from which we run our participation programme *Get Involved* supporting families, older people and young people. We want to safeguard this legacy for the future!

"It is the hub of my community and I would fight to keep it open. It promotes a positive and inclusive culture. It provides a variety of entertainment and creative opportunities for every age group and ability."

Audience member, audience survey 2019

The COVID-19 pandemic has resulted in an extraordinarily challenging time for our industry, but the support from our local community has been so significant over recent months—and has made us more determined than ever to keep our activities going when we know just how valuable the arts and culture are for people's wellbeing.

Impact of the pandemic

The financial impact of COVID-19 on our organisation has been huge. We closed our buildings on 17 March 2020 and with the majority of our events cancelled or rescheduled until 2021, our ability to generate income from ticket sales and learning and participation activity has been drastically reduced. Programme and related income losses will be close to £1 million for 2020/2021. Now, a second lockdown is impacting all of our activity and we face a further loss of ticket and associated income during this time.

A major challenge for the Learning Centre is that we've had to restrict the number of attendees in all of our sessions in order to remain COVID-safe; this leaves us with the prospect of having to cancel some sessions to avoid running at a loss or in other circumstances running two sessions and therefore needing to pay two sets of practitioner fees. Support from the Council for our learning programme means that the Corn Exchange can continue to pay fair guaranteed fees to our practitioners, even though sessions are operating at reduced capacity.

Supporting us in this way would give the Council involvement in a real breadth of our community engagement activity across the year and we hope would be an attractive proposal for the Civic Pride, Arts and Leisure Committee. Ultimately this subsidy will allow us to continue to strengthen our work around social isolation and wellbeing which otherwise may not be feasible.

Looking forward

As we begin to adapt and reopen, our Learning Centre programme has returned, with a reduced social distanced capacity, and is being delivered as a blended programme of in-person and online activity, ensuring that those who are not yet ready to return in person have the opportunity to remain creative.

Social distancing requirements for the Learning Centre to ensure the safety of our participants have limited our capacity by at least 50%. We try hard to keep the cost of courses affordable and at the same time offer a guarantee of viable fees for practitioners whilst covering our costs. Currently the picture is looking very challenging financially with some longstanding practitioners indicating that they will not be able to run anything in the spring.

The table below shows the impact of reduced numbers of participants on some of our core learning and participation activities for the next 12 months. For 2020/2021 for the activities outlined, this amounts to a shortfall of £14,610.

<i>Detail</i>	<i>Suitable for</i>	<i>Price per session / course</i>	<i>Income (without social distancing)</i>	<i>Income (with reduced social distanced participants)</i>	<i>Income Shortfall</i>
Children and Families					
Toddler Dance	Ages 2 -4	£4.00	£1,440	£720	£720
Tots Create	Ages 2 -4	£3.50	£2,520	£1,260	£1,260
Young People					
Infant Dance	Ages 4-7	£4.00	£1,440	£720	£720
Junior Dance	Ages 8-11	£50.00	£1,800	£900	£900
Youth Dance	Ages 11-14	£50.00	£1,800	£900	£900
Older People					
Sing 55 Social	Over 55s	£4.00	£1,440	£720	£720
Tai Chi Qigong	Over 55s	£45.00	£3,240	£1,620	£1,620
Pilates	Over 55s	£45.00	£3,240	£1,620	£1,620
Adults					
Writing for Performance	Over 18s	£40.00	£2,880	£1,440	£1,440
Dare to Dance	Over 18s	£75.00	£2,700	£1,350	£1,350
Adult Theatre Skills	Over 18s	£40.00	£2,880	£1,440	£1,440
Thank Friday It's Improv!	Over 18s	£40.00	£2,880	£1,440	£1,440
Gong Bath	Over 18s	£20.00	£960	£480	£480
Total			£29,220	£14,610	£14,610

What we have been doing to survive

To survive, we furloughed the majority of our permanent staff, and reduced and renegotiated overhead costs wherever possible. During lockdown electricity and heating were switched off and contracts with refuse and recycling reduced to a bare minimum. Annual maintenance contracts and insurance remained in place along with payments to our IT providers and Spektrix ticketing system and rent on the Learning Centre and 101.

All of our planning to date has been about getting our organisation to a point where we can operate successfully in a world where COVID-19 is circulating.

One week into lockdown we launched our digital engagement programme, running free online creative sessions to support those staying at home to use cultural activity to improve their wellbeing. We commissioned five artists to create digital initiatives to support this programme; devised a youth theatre project giving voice to young people's experiences of the pandemic; and created a community choir film that went viral. This programme of work has engaged with over 7,000 people to date.

Over the summer we created COVID-secure workplaces. We welcomed artists back to 101 from July, and with COVID-19 protocols and the *Visit England We're Good to Go* certificate in place, began to reopen our buildings and activity in September, with the aim

of maintaining our staff team at current levels. We initially repurposed our main auditorium as a cinema. Our live programme has been minimal with just a handful of producers prepared to present events at our reduced capacity of 115. Our family offer has been particularly popular, showing a clear need to engage in cultural activity.

We have been able to present a small number of socially distanced live performances as well as resume some of our engagement activities, and have recently announced, following a reconfiguration of our seating, that our annual pantomime will be taking place this year although the implementation of a second lockdown has left us in an even more precarious position, threatening our ability to present our pantomime or any live performances in 2020.

At the same time, we launched a major fundraising campaign, ***Save Your Corn Exchange: Fund the Future***, to raise vital financial support to protect our future. During the campaign, we are asking all our audiences and supporters to consider donating, whilst also seeking further support from a range of partners. As we work to overcome the challenges presented by COVID-19, our aim for the Save Your Corn Exchange: Fund the Future campaign is to raise £100,000. As of 19 November 2020, we have raised over £40,000 through the generous donations of our audiences, members, local Trusts and other partners. However, even with this and a funding award from the Cultural Recovery Fund, we face a significant financial loss this year. But we believe it is vital to continue our learning activities in order to create joyful artistic experiences for our community.

The Learning Centre

The Corn Exchange launched the Learning Centre three years ago. It offers a wide range of diverse and inclusive social and creative opportunities through our ***Get Involved*** programme. People of all ages and abilities have the chance to take part and learn a new skill, meet new people and nurture their creative sides!

- Children and families—We create opportunities for families, particularly those with children aged 5 and under, to learn and create together through one-off and weekly sessions such as ***Storytime Online***, ***#dreamOUT*** (a short tale and activities to engage children and inspire adults), ***Makaton Clue of the Week*** and ***Makaton Rhymetime Online***, and ***Infant Dance Online*** and ***Toddler Dance Online***
- Young people—We work with young people, ages 7 to 25, who have an interest in the performing arts and cultural industries through dance, arts management, placements and projects. Interested young people can take part in weekly sessions with our professional theatre practitioners such as ***WISE*** our resident male youth dance company, ***Junior Dance (Drop in)*** and ***Arts Award Clinic Online***
- Adults—We deliver courses, workshops and groups for all levels of experience, including social groups and more formal learning experiences. We have moved live courses online during our second lockdown. These include ***Afternoon Art***, ***Start with Art***, ***Still Life Drawing***, ***Clay Class***, ***Writing for Performance*** (for exploring play-writing to monologues to performance poetry), ***Thank Friday It's Improv! Online***, ***Dance for Parkinson's Online*** and ***Tai Chi Qigong Online***
- Older people—Now in its third year, ***Ageing Creatively*** explores creative ways for the over 55s to engage in the arts at the Learning Centre, community venues, and in

care settings. The programme offers workshops, projects, and courses across art forms and includes singing, poetry, dance, and visual such as 'The Home Collection' (four online *Dare to Dance* sessions), *Sing 55 Social Online*, *Pilates Online* and *Contactless Creativity*

"As a result of performing on stage I feel safer when I am more visible. As a result of Dare to Dance I feel better about my body and more positive about my health."

Dare to Dance participant

"It's such a joyful and welcoming choir. Every week so many people come and sing their hearts out and when they go they are still singing. It has been a wonderful experience."

Sing 55 Member

- Schools and educational settings— We are enthusiastic about building partnerships with local schools to provide creative and effective learning opportunities both within and outside the curriculum. An extensive menu of workshops and annual projects in support of the curriculum, literacy and personal development such as **Wellbeing Warriors** which we ran in August to introduce children to the idea of 'Wellbeing' and the five ways to wellbeing.

"At the beginning of the project I felt nervous and worried and now I feel confident in myself. I have learned that I don't have to hide myself and be worried. I was very shy but I learned how to cooperate effectively. I have learnt I need to trust people more. You need to trust people."

Participant feedback

We understand the demands being made on the Council at this time but believe the difference the Corn Exchange can make to people's lives through engagement with the arts ensures that any funding would deliver real benefits to the community.

This subsidy will allow us to continue to offer excellent and vital participation opportunities to Newbury town residents by subsidising the places lost to due to COVID-19 guidance. This funding will ensure we are still able to operate classes by contributing to our unavoidable costs and overheads, as well as topping up the income of the artists and practitioners we work with to a worthwhile level. Without this subsidy this provision will quickly disappear from our offer as running lower capacity classes is not financially viable and we know from our participants themselves that Newbury would feel the loss greatly if the Learning Centre programme was no longer on offer.

I am very happy to provide any further details of our work and organisation that you may require. Thank you once again for your previous support and for your consideration of this funding request to protect our future.

Yours sincerely



Sally Fletcher-Bott
Fundraising and Research Officer
Corn Exchange Newbury & 101 Outdoor Arts Creation Space

500 CPA&L General		Agreed Budget	Spend to 10/11/20	Projected Expenditure	Next Year's Budget 2021/22	(+/-)	NOTES
4600	CPA&L Committee Fund	500	-	500	500		
4620	Music in the Market Place	1,000	-	-	1000		Carry Over?
4625	Art Trail	1,000	-	1000	1000		
4636	VE/VJ Day Celebrations	2,000	-	-	-	-2000	
-	Local Democracy WG	600	-	-	600		Transferred from Central Services Budget
-	Youth Voice Event	300	-	-	5000	4700	To cover new, online youth voice event
	NET EXPENDITURE	5,400	-	1,500	8,100	2,700	
505/Civic Responsibility							
4652	Mayors Allowance	2,500	75	2,500	1000	-1500	
4655	Honorarium	3,375	1148.5	3,375	4000	625	Accounting for 2 additional Civic Staff Members
4660	Mayor Making	2,500	-	-	2500		Carry Over?
4665	Remembrance	2,400	2103.62	2103.62	4000	1,600	Accounting for additional live streaming services in the Market Place
4670	Regalia	2,000	-	2000	3000	1,000	Repairs required for Chain & Pendant and robes
4680	Civic Hospitality & Events	1,500	-	-	1,500		
4690	Twin Towns	250	-	-	250		Carry Over?
4700	Civic Award Scheme	1,000	160	160	1,000		
4705	Watership Brass	650	650	650	650		
	NET EXPENDITURE	16,175	4,137	10,789	17,900	1,725	
	TOTAL NET EXPENDITURE	21,575	4,137	12,289	26,000	4,425	

Public Report to Civic Pride, Arts and Leisure Committee

30th November 2020

Agenda Item15: Raising the Profile of the Council in the Community Report

Background

In accordance with the Newbury Town Council Strategy, Other Objectives No. 5
“Acknowledge the contributions made by those who improve Newbury life”

Objective

To raise the profile of all the positive things that happen in the community and, wherever possible, to acknowledge them.

Raising the Profile of the Council in the Community

The total number of letters of congratulations sent since the last meeting of this committee is **63** (as of 24 11 2020):

14 09 2020 – Amberjack, shortlisted for National Award

14 09 2020 – Charles Robinson £5k raised doing 80 mile bike ride

14 09 2020 – Chloe Marriage, £6k raised doing 79 mile bike ride

14 09 2020 – Emma Davies, Under 12s 10 mile hill climb cycle champion

14 09 2020 – Glyn ‘The Watch Man’ Moyes, retiring from Newbury Market

14 09 2020 – Imogen Tree, raised £500 for Little Princess Trust

14 09 2020 – Jacob Woods, Aston House & Charlie Adams raising £500 for Newbury Athletic Club

14 09 2020 – Judith Colby making PPE and raising £1k for Lions

14 09 2020 – Newbury Athletics Club members strong performance at British Championships

14 09 2020 – Parkway Shopping Centre, floral displays, and summer music events

14 09 2020 – Ross Drake, £3k raised for Ronald McDonald Charity

14 09 2020 – Scout & Guiding groups for continuing their activities during lockdown

14 09 2020 – Toby Thorpe, £750 raised for Winchcombe Place Care Home

14 09 2020 – Unlocked and Unbolted performance at The Corn Exchange

14 09 2020 – Valerie Jerome Optometrists, winning award

28 09 2020 – St Bartholomew School, Living Wall

28 09 2020 – Eleanor Gilbert, 21st Century Young Farmer

28 09 2020 – Gill Hails, £4k raised for strapping herself to the outside of an aeroplane

28 09 2020 – Luke Jerram, In Memoriam instillation piece

28 09 2020 – Newbury Soup Kitchen restarting sessions

28 09 2020 – Rachael Elliott, making and breaking cycling records

28 09 2020 – Susan Millington, Lockdown Woods

08 10 2020 – Evie Prosser, success in national STEM competition

08 10 2020 – Joanne Jones, swimming Bristol Channel

08 10 2020 – Martin Etwell, longest serving member in Royal Fleet Auxiliary

08 10 2020 – Maya Mouzouris Marzetti, success in national STEM competition

08 10 2020 – Newbury and Crookham Golf Club Fundraising Success

08 10 2020 – Newbury Velo Club, national event hosting success

08 10 2020 – Ruth Saunders, 104-year old's mission to walk 104 laps

08 10 2020 – St Gabriel's School, £1k success 'Going Green' for MacMillan

08 10 2020 – Tom Goodenough, welcome as Headteacher of Park House School

08 10 2020 – Winchcombe Place launching 'Winchcombe Wellness' campaign

19 10 2020 – Corn Exchange, culture funding success

19 10 2020 – David Ball OBE, Queens Birthday Honours Recipient

19 10 2020 – HW Cleaning Services, fundraising endeavours

19 10 2020 – J Finance Ltd, fundraising endeavours

19 10 2020 – KD Gymnastics, funding success

19 10 2020 – Newbury Choral Society, continuing activities during lockdown

19 10 2020 – Paul Sievers, photobook for Newbury Cancer Care

19 10 2020 – The Watermill Theatre, wishing well in fundraising endeavours

27 10 2020 – Berkshire Maestros, culture funding success

27 10 2020 – Gary Shaughnessy & Andy Tucker, £27k fundraising success completing 24hr 3 legged race

27 10 2020 – St Bartholomew School, new outdoor spaces and food outlets for students

10 11 2020 – Ruth Saunders completing marathon fundraiser

10 11 2020 – Pubs congratulated for being included in the British Pub Guide

- The Hatchet Inn
- The Catherine Wheel
- Lock, Stock and Barrel
- King Charles Tavern
- Cow & Cask

10 11 2020 – Jayne French-Drayton, Wash Common allotment success story

10 11 2020 – West Berkshire Community Baby Bank successful 1st year

10 11 2020 – D Den charity shop opening in the Kennet Centre

10 11 2020 – West Berkshire Food Bank endeavours during school's half term

24 11 2020 – Sammy Hillen, Newbury chef appearing on MasterChef The Professionals on BBC One

24 11 2020 – Darcy Hunt, 14 year old preparing to swim The Channel

24 11 2020 – Newbury Poppy Appeal success

24 11 2020 – Swift Couriers supporting Newbury Soup Kitchen new HQ

24 11 2020 – M&T Motor Company winning Auto Trader national award

24 11 2020 – bstFitness staff wearing yellow for Children in Need

24 11 2020 – Loose Ends continuing their work during the 2nd lockdown

24 11 2020 – Winchcombe School's Remembrance Garden

24 11 2020 – Newbury Velo Club purchasing tandem bikes, promoting inclusivity

24 11 2020 – Izzy Fry's, Newbury athlete's first professional contract with New Balance

Elisa Adams (Civic Manager)

24 11 2020

Newbury Town Council

Work Programme for Civic Pride, Arts & Leisure Committee Meetings

Standing Items on each (ordinary meeting) agenda:

1. Apologies
2. Declarations and Dispensation
3. Approval of Minutes of previous meeting & update of actions
4. Questions/ Petitions from members of the Public
5. Questions/ Petitions form Members of the Council
6. Work programme and future business
7. Mayoral Letters
8. Past Civic Events
9. Future Civic Events
10. Discussion on Potential Future Civic Events

Meeting Date	Item
June/July	Election of Chairperson Report on Mayor Making Report and Review Civic Award Presentation Evening Heritage Open Day Christ Hospital School Music in the Market Place Promoting Arts in the Town, including Art in the Park Local Democracy Event
September	Remembrance Sunday Planning Heritage Open Day Local Democracy Event
Nov/Dec	Report on Heritage Open Day Remembrance Sunday Report Report from Newbury & District Arts Association Report of Local Democracy Event Budget and future projects Civic Awards Planning
Feb/March	NTTA Report To consider if any budget money is to be earmarked for the coming year KPI's – consider any additional KPI's or amendments to existing KPI's Mayor Making Queen's Platinum Jubilee