

28/11/2023.

**To:** Councillors Phil Barnett, Vera Barnett, Jo Day, Sam Dibas, Nigel Foot, David Harman, Roger Hunneman, Ian Jee, David Marsh, Vaughan Miller, Andy Moore and Tony Vickers

**Substitutes:** All remaining Members of the Council

Dear Councillor,

You are summoned to attend a meeting of the **Planning & Highways Committee** on **Monday 4<sup>th</sup> December 2023 at 7:30 pm.**

The meeting will be held in the Council Chamber, Town Hall, Market Place, Newbury, RG14 5AA. The meeting is open to the press and public and will be streamed via Zoom: [Click here to join the meeting.](#)

**Hugh Peacocke**  
**Chief Executive Officer**

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### **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 (Appendix 1)**  
**3.1 To approve** the minutes of a meeting of the Planning & Highways Committee held on Monday 6/11/2023 (Appendices 1 and 1.2)  
**3.2** Officer's report on actions from previous meeting
- 4. Questions and Petitions from Members of the Public**  
Questions, in writing, must be with the CEO by 2:00 pm on Friday 1<sup>st</sup> December 2023.
- 5. Members' Questions and Petitions**  
Questions, in writing, must be with the CEO by 2:00 pm on Friday 1<sup>st</sup> December 2023.

Town Hall, Market Place, Newbury, RG14 5AA

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☎ (01635) 40484    🌐 [www.newbury.gov.uk](http://www.newbury.gov.uk)  
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Making Newbury a Town  
we can all be proud of.

6. **Schedule of Planning Applications (Appendix 2)**  
**To Comment** on the planning applications listed at the attached schedule.
7. **Pharmacy services in Newbury (Appendix 3)**  
**To support** the call for additional pharmacy services for Newbury.
8. **Planning Appeals (Appendix 4)**
  - 8.1 Appeals notified since the last meeting (Appendix 4.1)
  - 8.2 Appeals determined since the last meeting. (Appendix 4.2)
9. **Licensing Applications (Appendix 5)**  
**To comment** on licensing applications received.
10. **Update from The Western Area Planning Committee**  
*Councillor Tony Vickers*  
**To Receive** an update on any relevant business from the Western Area Planning Committee.
11. **Update from the Neighbourhood Development Plan Steering Group**  
*Councillor Nigel Foot, Chairman of the Steering Group*  
**To receive** the latest update in this matter.
12. **Public Spaces Protection Order (Appendix 6)**  
**To respond** to the consultation regarding the PSPO for Newbury Town Centre.
13. **Town Council Strategy 2024-2028 (Appendix 7)**  
**To recommend** any proposed changes to the Town Council Strategy.
14. **West Berkshire Local Plan Examination (Appendix 8)**  
**To receive** the latest update in this matter.
15. **Forward Work Programme for Planning & Highways Committee (Appendix 9)**  
**To Note** and to agree any other items that Members resolve to add to the Forward Work Programme.

**Minutes of a meeting of the Planning and Highways Committee held at 7:30 pm on Monday 6<sup>th</sup> November 2023, in the Council Chamber, Newbury Town Council, Town Hall, Market Place, Newbury.**

**Present:** Councillors Phil Barnett, Vera Barnett, Nigel Foot, Jayne French-Drayton (substitute) David Harman, Roger Hunneman, Pam Lusby-Taylor (substitute), David Marsh, Vaughan Miller, Andy Moore (Chairman) and Tony Vickers.

**In Attendance**

Hugh Peacocke, Chief Executive Officer

**72. Apologies**

Apologies received from Councillors Sam Dibas, Jo Day and Ian Jee.

**73. Declarations of Interest and Dispensations**

The CEO declared that Councillors Phil Barnett, Nigel Foot, David Marsh and Tony Vickers are also Members of West Berkshire Council, which is declared as a general interest on their behalf and a dispensation is in place to allow them to partake in discussions relating to West Berkshire Council business.

Councillor Tony Vickers declared an interest in item 7, West Berkshire Draft Rights of Way Improvement Plan, as he was a member of the Public Access Forum.

**74. Minutes of the Meeting of the Planning and Highways Committee held on Monday 9<sup>th</sup> October 2023**

Minute No. 63. Sandleford Park East was amended to read:

- Water: progressing arrangements with ~~SSE~~ Thames Water.

**Proposed:** Councillor David Harman,

**Seconded:** Councillor Vaughan Miller

**Resolved:** That the minutes of the meeting held on 9<sup>th</sup> October 2023, as amended above, be approved and signed by the Chairperson.

**75. Actions from previous meetings**

- a) The CEO reported that all the consultation responses made at the last meeting had been sent to the Planning authority.
- b) The Section 215 list was sent to the planning authority for action. A Letter was sent to the owner of 41, Cheap street, but no reply received.
- c) The CEO wrote to WBC re Echo Circle, no response received.
- d) The CEO wrote to WBC re cancellation of WAP and received the following response:

*The meeting was cancelled in consultation with the Chairman and Vice Chairman because there was a single item for the agenda, late highways comments having been received regarding the above application. The application remains under consideration at this present time.*

*In the normal course of business it is inevitable that some items will not be able to be brought forward to the agenda, and while officers do their best to ensure that the items are confirmed by the time that the site visit invitations are sent out, sometimes matters beyond our control intervene to impose delays.*

- e) The Neighbourhood Development Plan Steering Group planned for 26<sup>th</sup> October had been deferred until 8<sup>th</sup> November.

## **76. Questions from members of the public**

There were no questions or petitions from members of the public.

## **77. Members' Questions and Petitions**

Question received from Councillor Meg Thomas:

*I've been contacted by two families in Villiers Walk. RG146SJ. This walk has no allocated parking spaces and therefore they have to park on the road, Villiers Way. The number of houses that use the road for parking, means that parking is extremely limited, which is problematic especially when considering the supermarket shop, elderly relatives and young children.*

*Last year two of the parking spaces were taken away due to the owners of 16, Villiers Way extending their drop curb. The residents could not stop this happening as they were only aware when the work started, having not been consulted. Similarly, yesterday work men turned up to take yet another of the parking spaces for the bus stop (which has been there for years without any problems).*

*The estate was not built taking into consideration the numbers of cars that would be on the roads today. Within Wash Common there are several walks which do not have drives and cannot change their front gardens into drives. Every walk way apart from Villiers Walk has additional parking facilities to allow the residents to park safely. They feel that the council is not taking this into consideration when they are taking parking spaces away on the road. There are 5, 3-bedroom houses that have to use the road for parking. They have garages in a block around the corner but these are too small to fit modern cars into and it is a decent walk from the homes which is not practical.*

*So my question is two pronged:*

- i) If the Town Council could ask the W Berks Council Officers to ensure that the residents of Villiers Walk are consulted when changes to parking are planned and*
- ii) that there is allocated parking for these residents?*

The Chairman requested the CEO to refer this matter to the Highways Authority.

## **78. Planning Application [23/02094](#) - The Mall, The Kennet Centre Newbury, for Lochailort Newbury Ltd.**

The Chairman invited Hugo Haig, Managing Director and Sarah Ballantyne-Way, Planning Director, from Lochailort to address the meeting.



Mr Haig told the meeting that all elements of the Kennet Centre redevelopment had been agreed with the planning authority, except for the height of the proposed development. He then answered members' questions regarding the proportion of residential development, the mix of housing to be provided and the economics of the proposed development.

Mr. David Peacock made a presentation on behalf of the Newbury Society. He told the meeting that the Society was not opposed to the redevelopment of the Kennet Centre but that they did oppose the scale and mass of this proposal. He pointed out that within a conservation area new development should " ... preserve and enhance the conservation area". He also referred to historic England guidance which said that meaningful public benefits would be needed in order to outweigh any potential damage caused to a conservation area.

The Society queried the number of parking spaces to be provided, having regard to the increased number of residential units in the proposed redevelopment.

Doctor Peacock said that the Society had organised a petition which had already collected 992 signatures although he was unable to give any information regarding the demographics of these signatories.

Mr. Anthony Pick, Chairman of the Council's Heritage Working Group, presented the recommendations of the Working Group.

**Proposed:** Councillor Nigel Foot

**Seconded:** Councillor Jayne French-Drayton

**Resolved:** that the Council objects to the proposed re-development on the following grounds:

1. It is out of scale with the character and scale of the Newbury Town Centre Conservation area.
2. It does not preserve or enhance the listed buildings in its vicinity
3. It fails to meet the criteria required regarding public benefits ( see Historic England guidance)

## **79. West Berkshire Draft Rights of Way Improvement Plan**

Ms. Elaine Cox, Senior Rights of Way Officer, West Berkshire Council, presented the WBC consultation on the draft Rights of Way Improvement Plan. She told the meeting that the draft Improvement Plan set out actions and targets for WBC. The Council also hoped to harness community efforts to achieve these actions and targets. It was intended to work more closely with other WBC teams and with parish councils throughout the district.

The Committee agreed that this matter should be put on the agenda for a future meeting for members to identify potential and existing public rights of way and actions which might be taken to enhance these.

Members were invited to respond individually to the consultation if they so wished. The meeting thanked Miss Cox for the useful and informative presentation.

**80. Schedule of Planning Applications**

Resolved that the responses recorded at Appendix 1.2 to these minutes be submitted to the Planning Authority.

**81. Update from The Western Area Planning Committee**

There was no meeting of WAP since the last meeting of the committee.

**82. The Town Centre (Masterplan) Steering Group**

The meeting received a report from Councillor Andy Moore, Chairman of the Steering group, on the meeting that took place on 30<sup>th</sup> October 2023.

Councillor Moore said that the Steering Group was focusing on plans for improving the area around the Wharf. This included negotiations around land transfers to Newbury Town Council. This would require West Berkshire council to bring the land to a standard suitable for transfer before the Town Council assumed this responsibility. The CEO was requested to seek compensation towards the longer-term maintenance.

Pedestrianisation of the town centre was also discussed and the District Council is encouraging public engagement in this matter.

**83. Review of Key Performance Indicators for the Planning and Highways Committee**

The meeting noted the KPI's for the Committee.

**84. Town Council Strategy 2024-2028**

This matter was deferred to the December meeting of the committee.

**85. Planning & Highways Committee Budget 2024-25**

The Committee received a draft budget, based on income and expenditure for 2023-24.

**Proposed:** Councillor Andy Moore

**Seconded:** Councillor David Marsh

**Resolved:** To recommend the Committee's budget to the Policy and Resources for inclusion in the 2024-25 budget.

**86. Forward Work Programme for Planning & Highways Committee**

Minute No. 79: Public Rights of Way: on for future reference.

Minute No. 84: Town Council Strategy 2024-2028- for meeting on 4<sup>th</sup> December.

**There being no other business, the Chairperson declared the meeting closed at 9.54 pm**

**Signed:** \_\_\_\_\_

Chairman

**Date:** \_\_\_\_\_

**Planning and Highways Committee Meeting  
Responses to Planning Applications.  
06/11/2023**

<b>Application Number</b>	<b>Location and Applicant</b>	<b>Response</b>
<a href="#"><u>23/02375/FUL</u></a>	Newbury Electronics Faraday Road Newbury for Newbury Electronics	This proposal should be rejected until such time as a flood risk assessment is carried out.
<a href="#"><u>23/02306/OUTMAJ</u></a>	History 2 Newbury Racecourse, Racecourse Road Newbury for Newbury Racecourse	No objection to this proposal
<a href="#"><u>23/02371/FUL</u></a>	23 Culver Road Newbury for Mr & Mrs Hale	No objection to this proposal
<a href="#"><u>23/02266/FUL</u></a>	Land Rear Of 81 Bartholomew Street Newbury for Brickwood Estates Limited	No objection to this proposal
<a href="#"><u>23/01906/FUL</u></a>	30 Marketplace Newbury for The Royal Bank of Scotland PLC	No objection to this proposal, provided the bird netting is excluded.
<a href="#"><u>23/01907/LBC</u></a>	30 Marketplace Newbury for The Royal Bank of Scotland PLC	No objection to this proposal, provided the bird netting is excluded.

**Planning and Highways Committee Meeting  
Schedule of Planning Applications to be considered.  
04/11/2023**

<b>Running Order</b>	<b>Ward</b>	<b>Application Number</b>	<b>Location and Applicant</b>	<b>Proposal</b>
1.	CLAY HILL	<a href="#">23/02520/NONMAT</a>	Newspaper House Faraday Road Newbury Jon Dingle Ltd	Application for a Non-Material Amendment Following a Grant of Planning Permission 22/02310/FUL - Recladding the existing building. Change of use from class B2 Industrial with B2 (a) Office to B8 Storage. Amendments: External changes including the recladding of the existing building. Change of use from class B2 Industrial with B2 (a) Office to B8 Storage.
2.	CLAY HILL	<a href="#">23/02544/FUL</a>	Newspaper House Faraday Road Newbury Jon Dingle Ltd	Section 73A - Application for Variation of Condition 2 following Grant of Planning Permission <a href="#">22/02310/FUL</a> - Recladding the existing building. Change of use from class B2 Industrial with B2 (a) Office to B8 Storage.
3.	CLAY HILL	<a href="#">23/02465/FUL</a>	Adjacent to 6 Northwood Drive, Newbury for Mr & Mrs H Woodhead	Section 73a Application for variation of a condition following grant of planning permission 19/00577/FULD - New single-family dwelling.
4.	CLAY HILL	<a href="#">23/02495/LBC</a>	The Elephant at The Market, 8 Market Place, Newbury for	Repairs to damaged render, replacement of damaged window, repairs/replacement of downpipe/guttering and internal repairs to damp caused by the external issues.
5.	EAST FIELDS	<a href="#">23/02643/OUTMAJ</a>	Premier Inn Pinchington Lane Newbury for Whitbread Group PLC	Outline planning application for up to 9 no. dwellings and all associated works. Matters to be considered Access, Landscaping and Layout.
6.	EAST FIELDS Adjacent Parish	<a href="#">23/02635/MDOPO2</a>	Land To The North Of Pinchington Lane Greenham Thatcham for Womble Bond Dickinson (UK) LLP	Request under Section 106 Agreement, which relates to the development authorised section 73 permission 23/01330/OUTMAJ
7.	SPEENHAMLAND	<a href="#">23/02423/OUT</a>	Land at 52 Hawthorn Road, Newbury for Mr W Frankiss	Application for Outline Planning Permission for a proposed two-bedroom dwelling. Matters to be considered: Access and Layout
8.	WEST FIELDS	<a href="#">23/02561/LBC</a>	29 Oxford Street Newbury for Mr Andy Neenan	Replacement of existing rotten / damaged dormer windows to rear of property with new uPVC thermally efficient units matching adjacent property. Demolition of existing blockwork wall and chipboard clad shed/store in rear yard and erection of new timber-clad storeroom.
9.	WEST FIELDS	<a href="#">23/02459/FUL</a>	53 Parkway Shopping Centre Newbury for Montagu Evans	External Alterations to unit including installation of plant, replacement glazing and other associated works.

10.	WEST FIELDS	<a href="#">23/02212/CERTE</a>	1 West Street Newbury for Mr Duncan Crook	Demolition and other works in relation to the implementation of planning permissions references 18/00207/OUTMAJ and 20/01568/RESMAJ.
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**Newbury Town Council**

**Public Report**

**To:** Planning and Highways Committee

**Date of meeting:** 4<sup>th</sup> December 2023.

**Agenda item No. 7. Pharmacy Services in Newbury**

**To consider** the call for additional pharmacy services for Newbury.

**Background**

The Council has received correspondence as follows:

*I write to gain your support on a pressing matter relating to lack of availability and choice of pharmacies for the growing population of Newbury ...*

*National news ITV on 18/8/23 brought up the issues in Newbury:*

<https://www.itv.com/news/meridian/2023-08-18/cancer-patient-left-in-excruciating-pain-as-chemists-run-out-of-medication#>

....

*Hence, Newbury town centre and its vicinity is in desperate need for another pharmacy ...*

*The coronavirus pandemic has highlighted the integral role played by community pharmacies in combatting spread of infection. They provide sanitation supplies and personal protective equipment, pharmacists are often responsible for administering covid-19 and flu vaccinations and play a crucial role in reducing GP appointments by providing over-the-counter counselling.*

The Council replied as follows:

*Thank you for bringing this matter to our attention.*

*As we discussed, we intend to consider this matter at the next meeting of our Planning and Highways Committee which will take place on Monday the 4th of December.*

*The meeting is open to the public and if you attend, you may request permission from the Chairman to address the meeting when the matter is discussed.*

*The meeting will consider the need for additional pharmacy services for the communities in Newbury. However as we mentioned, the Council will not be endorsing any particularly pharmacist or business.*

*You will of course be free to advise the NHS of the Town Council's resolution in this matter, following the closure of our business on the 4th of December.*

**Conclusion/ Recommendation**

The Committee is requested to consider this matter and comment on the need, or otherwise, for additional pharmacy services in the centre of Newbury.

**Report Author:** Hugh Peacocke, (CEO)

**Date:** 28/11/23

**Planning and Highways Committee Meeting**  
**04/12/2023**

**Schedule of Appeal Notifications**

Application No.	Location and Application	Proposal
<p>West Berkshire Council Planning Ref: <a href="#">23/01714/OOD</a></p> <p>Basingstoke and Dean Borough Council Planning Ref: 21/03394/OUT</p> <p>Basingstoke and Dean Borough Council Appeal Ref: 21/03394/OUT</p> <p>Planning Inspectorate Ref: APP/H1705/W/23/3326191</p>	<p>Land At Watermill Bridge Andover Road Wash Water Hampshire for Bewley Homes</p>	<p>Hybrid application for mixed use community comprising Outline application for up to 270 dwellings (Use Class C3) including dwellings for older people; a 1,600 square metre community building (Use Class F2(b)), a 1200 square metre Health Centre (Use Class E(e)) and a 250 square metre convenience store (Use Class F2(a)), demolition of Common Farm and associated agricultural buildings, provision of open space, allotments, community gardens, a riverside park/nature trail, drainage attenuation, landscaping, and associated infrastructure. Full application for the first phase of residential development including 82 dwellings (Use Class C3), public open space, associated landscaping and infrastructure works, access arrangements including new vehicular access onto the A343 Andover Road.</p>
<p><b>NTC Observations:</b></p> <p>Strong objection as per previous comments: Objection on the following grounds: -</p> <ul style="list-style-type: none"> <li>- The proposals do not accord with the principles of sustainable development</li> <li>- The land is subject to flooding</li> <li>- Insufficient provision for community facilities and amenities to support this development</li> <li>- No regard to the pressures this development will put on Newbury</li> <li>- No proper bus plan.</li> </ul>		
<p><b>To note</b> Any further representations, about the Planning Appeal should be made to the Planning Inspectorate by no later than 17th December 2023 via the Appeals Casework Portal at <a href="https://acp.planninginspectorate.gov.uk">https://acp.planninginspectorate.gov.uk</a></p>		




Planning and Highways Committee Meeting  
04/12/2023

Schedule of Appeal Decisions Made by The Planning Inspectorate

Application No.	Location and Application	Proposal
<a href="#">20/01211/OUTMAJ</a>  Appeal Ref: APP/W0340/W/23/3322317	1 West Street, Newbury for Ressance Land No 56 Limited	Outline application for demolition of existing building and construction of 23No. flats. Matters to be considered: access, appearance, layout, and scale.
<b>NTC Observations:</b> No objections provided the contribution to the car club is carried out as stated in the design and access statement.		
<b>Planning Inspectorate's Decision – The Appeal is Dismissed</b>		

**Planning and Highways Committee Meeting**  
**Schedule of Licensing Applications**  
**04/12/2023**

<b>Licence</b>	<b>Applicant(S)</b>	<b>Premises</b>
<p>Licensing Act 2003 (Premises Licences &amp; Club Premises Certificates) Regulations 2005  Premises Licence – <b>New</b></p> <p>Ref: 22979</p>	<p><b>Applicant:</b></p> <p>Reloaded Nightclub Limited</p>	<p><b>Location:</b> 7-9 Wharf Street, Newbury, Berkshire, RG14 5AN (formerly Document House – previous Premises Licence lapsed)</p> <p><b>Proposal:</b> New Premises Licence  <b>Live Music, Recorded Music, Performance of Dance and Supply of Alcohol</b>  Sunday to Thursday 10:00 to 02:30  Friday and Saturday 10:00 to 04:00  <b>Late Night Refreshment</b>  Sunday to Thursday 23:00 – 02:30  Friday and Saturday 23:00 – 04:00</p>
<p>Licensing Act 2003 (Premises Licences &amp; Club Premises Certificates) Regulations 2005  Premises Licence – <b>Variation</b></p> <p>Ref: case reference 58870 app 23236</p>	<p><b>Applicant:</b></p> <p>Food Partners SJT Ltd</p>	<p><b>Location:</b> 7-9 Wharf Street, Newbury, Berkshire, RG14 5AN (formerly Document House – previous Premises Licence lapsed)</p> <p><b>Proposal:</b> Variation of Premises Licence (please note removal agreed with TVP Licensing prior to submission)</p> <p>To remove Conditions from Operating Schedule  11. There will be no sales/supplies of super strength beers, ales, lagers or ciders with an ABV over 5.5%.  12. No single cans of beer, ales, lagers or ciders shall be sold.  13. Multi pack of cans or bottles of alcohol shall not be split and sold separately.</p>



**Do you live,  
work or visit  
Newbury  
town centre?**

**Are you concerned  
about Anti-Social  
Behaviour?**

The current Public Spaces Protection Order (PSPO) in Newbury town centre is due to expire in February 2024.

West Berkshire Council is seeking the views of those that live, work and visit Newbury town centre on the future of the current PSPO in Newbury town centre and the proposal to extend and vary the current PSPO.

A hardcopy version of the survey is available from reception at West Berkshire Council's Market Street offices reception and Newbury library, alternatively call 01635 551111 leaving your name, address and contact number and a hardcopy will be sent to you. Please allow sufficient time for this to reach you.

The consultation will run from

**6 November 2023 to 18 December 2023**

Have your say at: **[www.westberks.gov.uk/ntc-pspo](http://www.westberks.gov.uk/ntc-pspo)**



**Newbury Town Council****Public Report****To:** Planning and Highways Committee**Date of meeting:** 4<sup>th</sup> December 2023**Agenda item No. 13:      Town Council Strategy 2024-2028****Decision Required:**

To recommend any proposed changes to the current Town Council Strategy and for consideration in the Strategy 2024-2028.

**Background/ Introduction**

The Council adopted a revised Strategy after the Town Council elections in 2019 which set out our aims and objectives over the period 2019 to 2024. It provides the policy framework within which the elected Members make decisions and the Officers (staff) conduct their day-to-day work.

It includes the ongoing services of the Council and any additional services which the Council might consider delivering in the future, as well as any related projects that the Council might wish to undertake.

It has been developed in order to drive our goals and to inform our budget-setting and expenditure. It also forms the framework for expenditure of Community Infrastructure Levies (CIL) as agreed by this Committee.

The current Strategy was made by the previous council, to cover the term 2019 to 2024. Following the Town Council elections this year, the Council is now preparing a Strategy to cover the term of this council, 2024-2028.

The Strategy is a live document, reviewed annually by the Council. The review has regard to the following matters:

- The progress made in achieving objectives to date,
- Any changes required due to changes in legislation, funding or other circumstances,
- Each October all members are invited to submit proposals for the annual review, which are taken to the relevant committees for consideration
- Each of the Committees review their service areas and make proposals to the Council, as appropriate.

A Working Group was set up to assist in the annual review of the Strategy. The Working Group has met twice already and the outcomes from those meetings are attached as a new draft Strategy 2024-2028. The most significant changes proposed to date are highlighted in yellow to assist members.



**Issues arising/ Options considered**

The Committee is invited to comment on the Strategy objectives which fall within its terms of reference. These fall mostly on pages 21,22 and 23 of the attached draft Strategy.

Also of importance to this committee is a draft proposal as follows:

**A.9 Public open Space:**

Lobby WBC to ensure that POS in new developments is maintained through public funding, not management companies.

The Working Group would welcome the views of the Committee in this matter.

**Conclusion**

The recommendations from the committee will be referred to The Strategy Working Group, who will in turn make recommendations to the Policy and Resources Committee. That Committee will consider the draft Strategy and budget at its meeting on 15<sup>th</sup> January 2024.

The Strategy will be finally approved by full Council on 22 January 2024.

**Report Author:** Hugh Peacocke, (Chief Executive Officer)

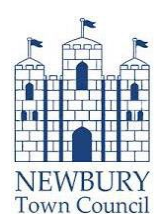
**Date:** 27<sup>th</sup> October 2023.



# Strategy 2024-2028

Version 3. Strategy Working Group October 2023

***Making Newbury a town we can all be proud of***

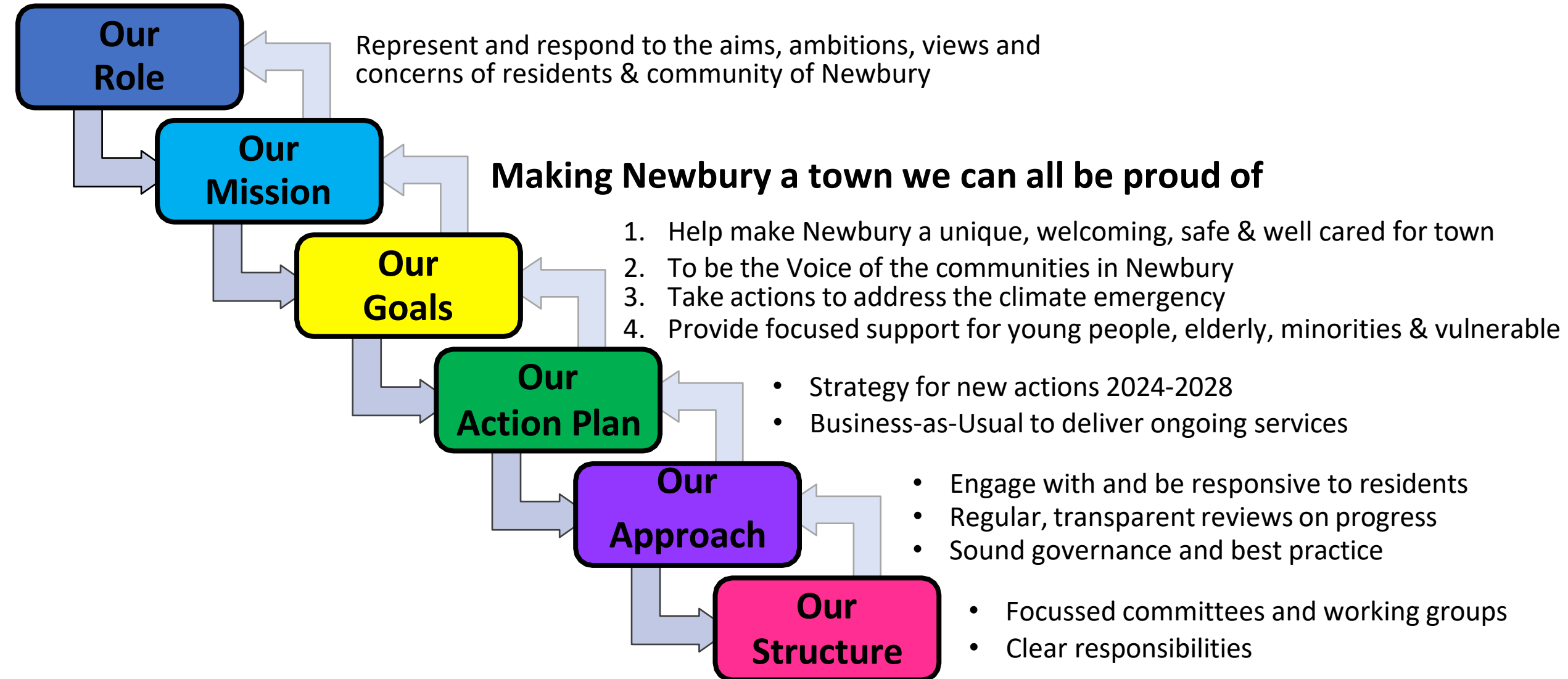


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## Summary for our strategy





## Newbury Town Council Role – *What we deliver*



### **Represent and respond to the aims, ambitions, views and concerns of residents & community of Newbury**

- Responsible for:
  - Most parks, playgrounds & public spaces
  - All allotments
  - All cemeteries
  - Many public amenities
  - Town Hall and several other public buildings
  - Charter market and Farmers' market
  - Mayor and civic events
- Statutory consultee on Planning & Highways
- General Power of Competence enables NTC to take on additional responsibilities as it sees fit:
  - E.g. Youth work

- Lobby and work with other bodies to further the interests of the people of Newbury, especially Newbury BID, West Berkshire Council & Thames Valley Police

- Funded by annual Precept, developer contributions & other income

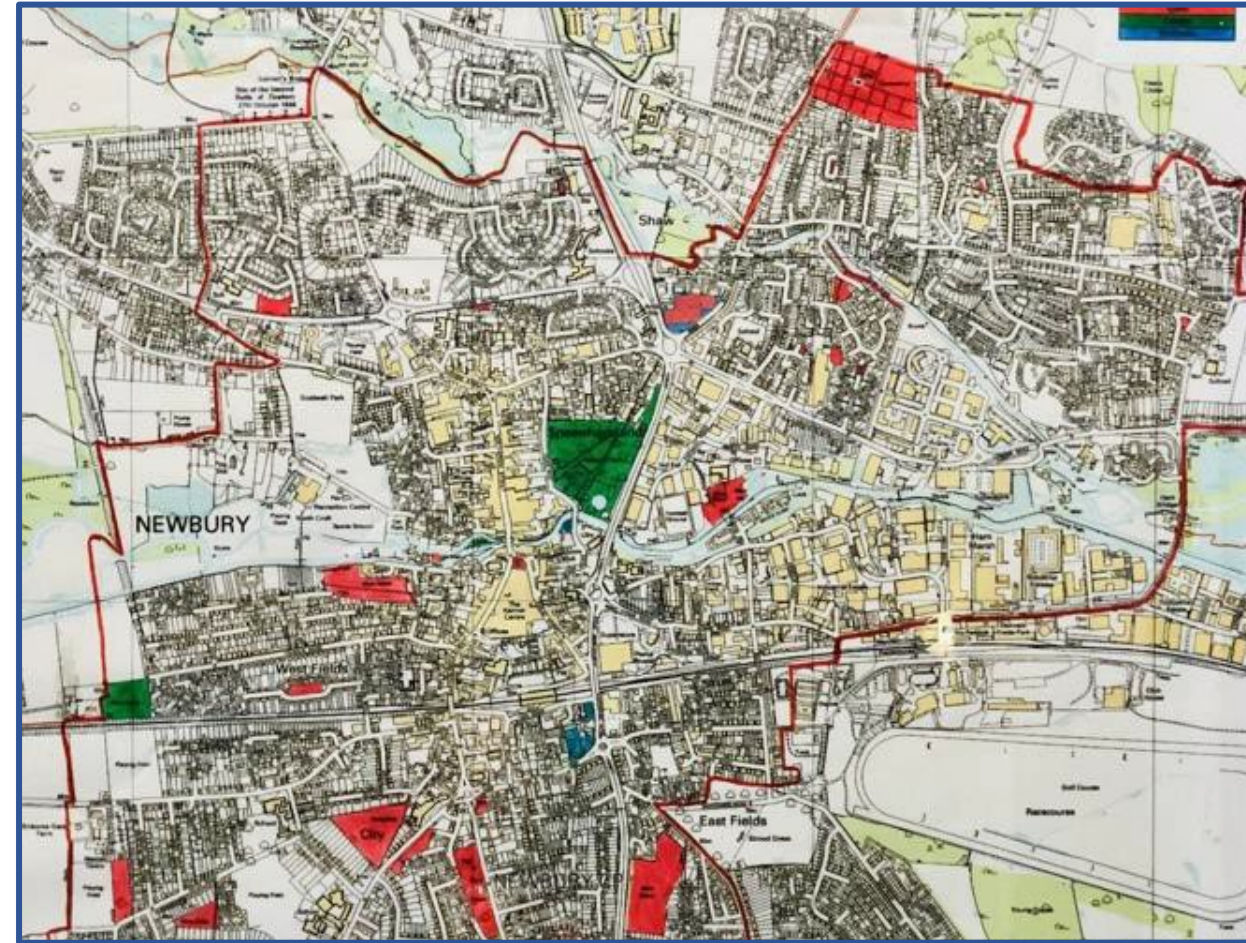
- Care & housing
- Schools, learning & libraries
- Consumer & environmental protection
- Rubbish & recycling
- Leisure, parks & countryside
- Tax & benefits
- Planning & building control
- Roads, transport & parking
- Licensing

- Funded by government, council tax, business rates & other income streams

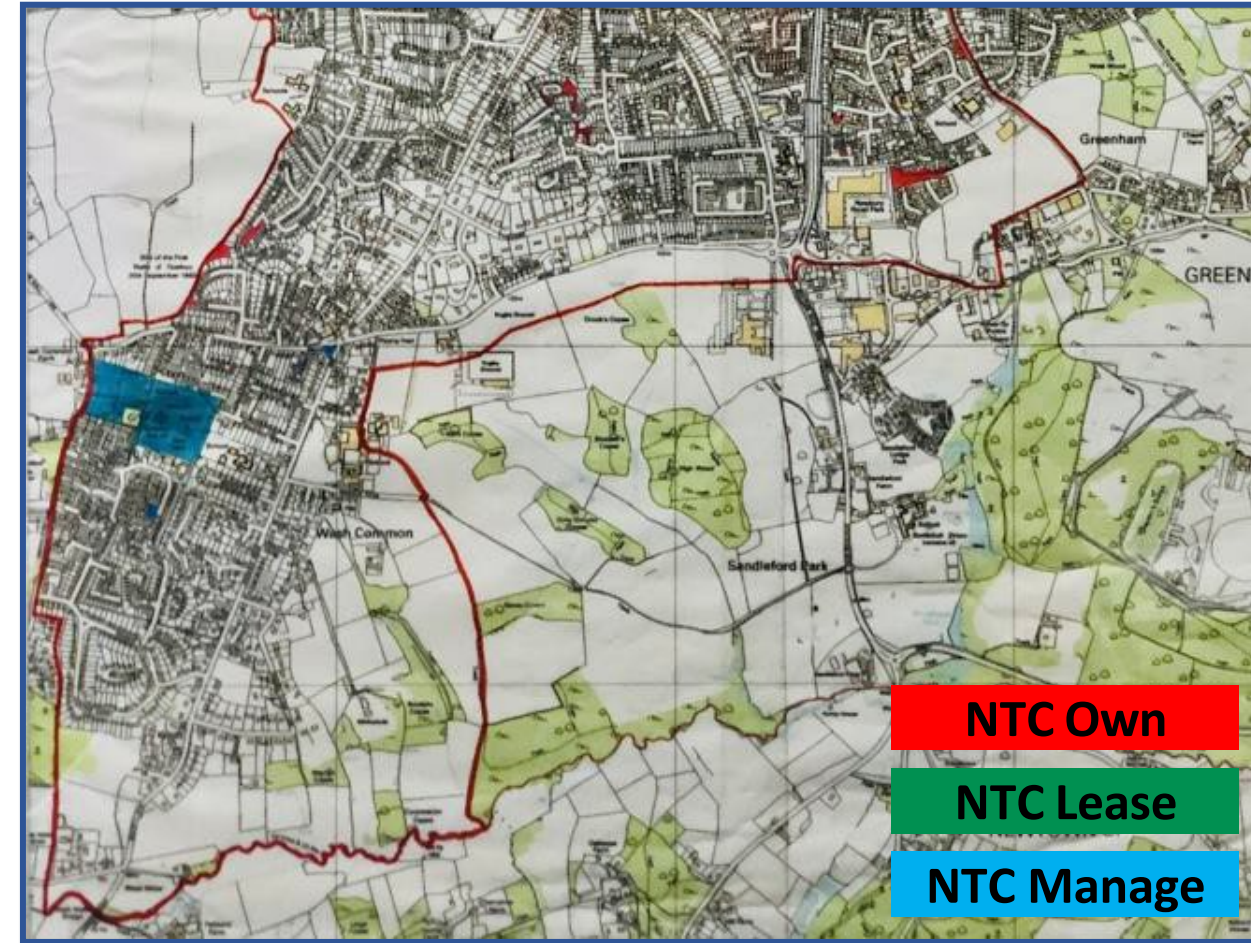


## Newbury parish boundary and land we own, lease and manage

Newbury Parish – northern half

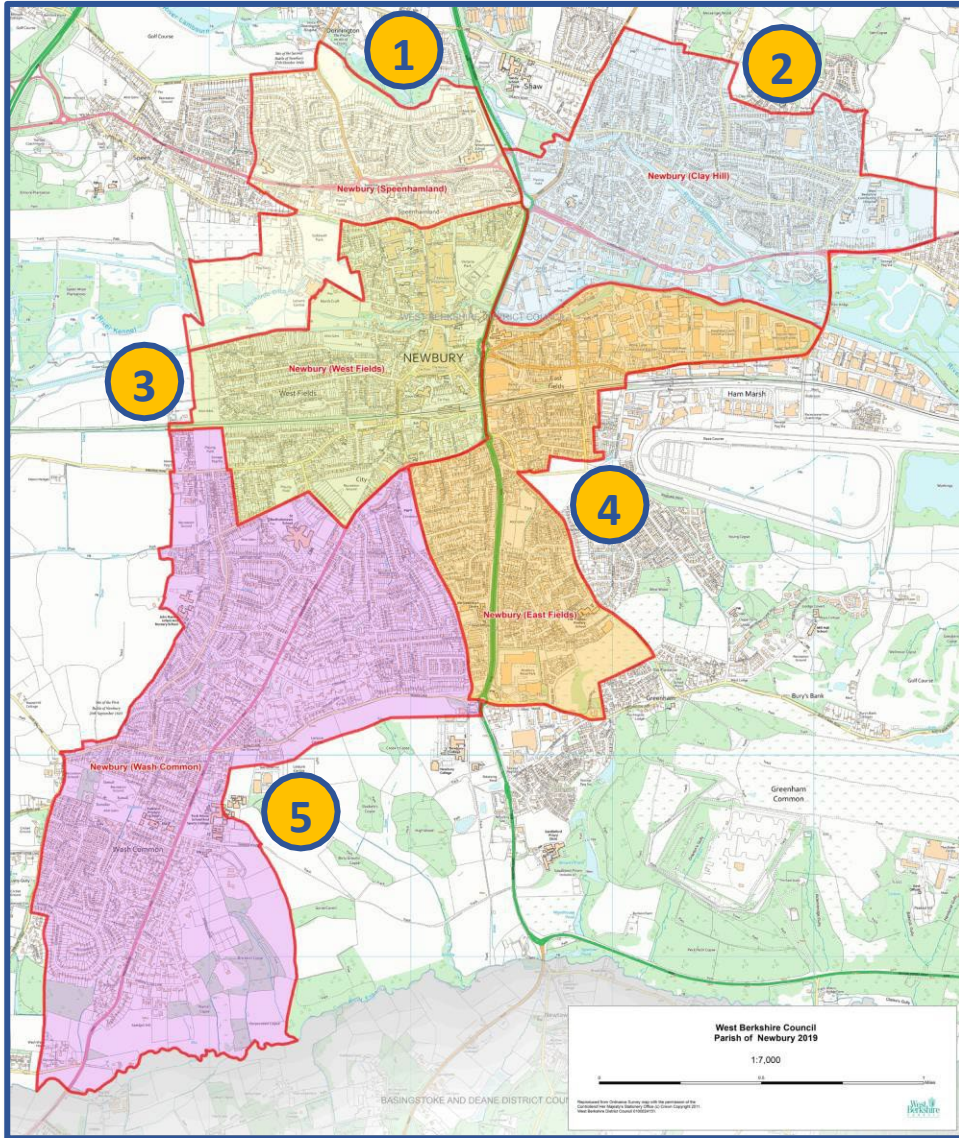


Newbury Parish – southern half





## Newbury parish wards and Councillors – January 2024



### 1. Speenhamland

- Jo Day – *Liberal Democrat*
- Steve Masters – *Green Party*

### 2. Clay Hill

- Vera Barnett – *Liberal Democrat*
- Nigel Foot – *Liberal Democrat*
- Chris Hood – *Liberal Democrat*
- Ian Jee – *Liberal Democrat*
- Pam Lusby-Taylor – *Liberal Democrat*

### 3. West Fields

- Alistair Bounds – *Liberal Democrat*
- Andy Moore – *Liberal Democrat*
- Elizabeth O’Keeffe – *Liberal Democrat*
- Sarah Slack – *Liberal Democrat*
- Martha Vickers – *Liberal Democrat*

### 4. East Fields

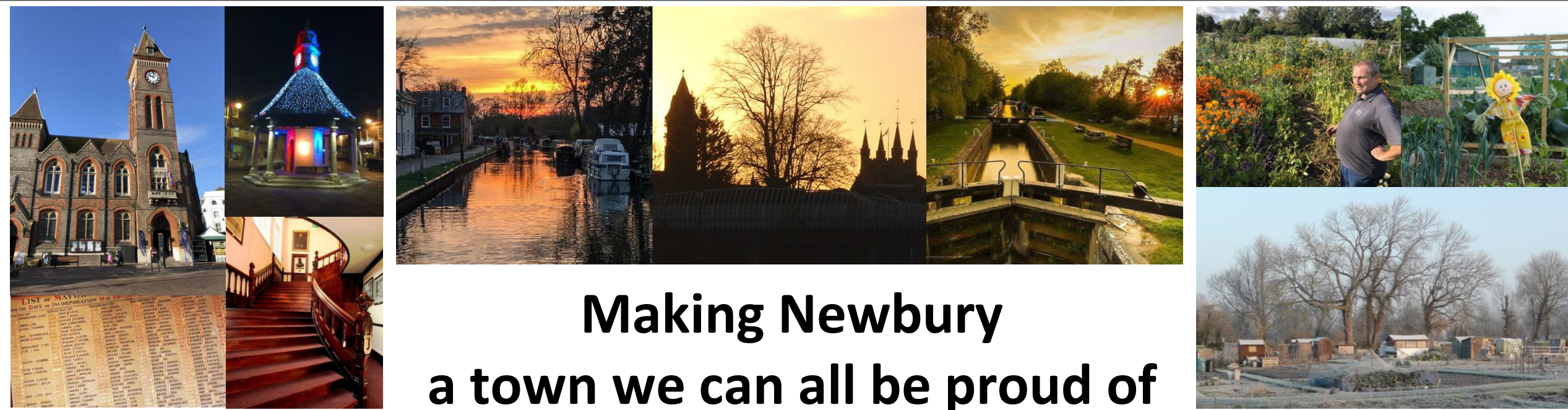
- Phil Barnett – *Liberal Democrat*
- Billy Drummond – *Liberal Democrat*
- David Harman – *Liberal Democrat*
- Vaughan Miller – *Liberal Democrat*
- Gary Norman – *Liberal Democrat*

### 5. Wash Common

- Sam Dibas – *Liberal Democrat*
- Jayne French-Drayton – *Liberal Democrat*
- Roger Hunnemann – *Liberal Democrat*
- David Marsh – *Green Party*
- Meg Thomas – *Liberal Democrat*
- Tony Vickers – *Liberal Democrat*



## Our Mission – *What drives us?*





## **Our Goals – *Where are we heading?***

### **1. Help make Newbury a unique, welcoming, safe and well cared for town**

- A. Provide outstanding parks, playgrounds and public spaces
- B. Run vibrant markets
- C. Run thriving allotments
- D. Provide well-kept and peaceful cemeteries
- E. Ensure our public and historic buildings are properly cared for and well-used
- F. Help deliver a well-presented town with high quality public amenities that support well-being, safety and visitors

### **2. To be the Voice of the communities in Newbury**

- A. Provide a strong voice for Newbury by lobbying and working with WBC, Newbury BID, and others
- B. To promote, represent and support the views of the communities in Newbury
- C. Inspiring Civic events and Mayoral calendar
- D. Enjoyable and inclusive community events
- E. Celebrate and recognise individual and community achievements
- F. Encourage and support contributions to our public and community life
- G. Celebrate and encourage appreciation of public art and Newbury's heritage
- H. Establish a Consultation Panel to hear the views of the diverse communities of Newbury.

### **3. Take actions to address the climate emergency**

- A. Ensure the activities of the Town Council are carbon neutral by 2030 or before
- B. Actively encourage and support actions that will make Newbury as a whole more environmentally sustainable

### **4. Provide focused support for young people, the elderly, minorities and the vulnerable**

- A. Provide funding to organisations which support youth work in Newbury
- B. Support initiatives to make Newbury a more inclusive town
- C. Work with local organisations which support the elderly and the homeless in Newbury

# 1. Help make Newbury a unique, welcoming, safe and well cared for town

## Provide outstanding parks, playgrounds and public spaces



## 1. Help make Newbury a unique, welcoming, safe and well cared for town

### A. Provide outstanding parks, playgrounds and public spaces in the most sustainable way that we can, having regard to value for money.

#### A.1 Victoria Park

- a) To continually improve the community offer in Victoria Park by providing the best sports, recreation, leisure and community facilities that we can, within available resources. The Park will have public toilets with baby changing facilities, male, female and disabled toilets for park users
- b) The Park will have enhanced CCTV
- c) To retain Green Flag status for Victoria Park
- d) Install Boules Piste in Victoria Park
- e) To restore football in Victoria Park\*

#### A.2 Wash Common public space:

- a) Carry out phase 1 upgrade when resources are available
- b) Longer term goal to secure Green Flag status – investigate once upgrade completed

#### A.3 City Recreation Ground

To retain Green Flag status for City recreation ground

#### A.4 Hutton Close

2023/24 Carry out upgrade based on results of the consultation



## **A.5 Playgrounds**

To ensure safety and quality, start implementation of long-term rolling plans for:

- i. the refurbishment / replacement of playground and other park equipment when it reaches the end of its life
- ii. Complete major upgrade to playgrounds in the Nightingales and Digby Road

## **A.6 Trees and other planting**

- a) To ensure they are properly cared for and replaced or extended when necessary
- b) Implement our rolling maintenance plans for equipment and planting and managing our tree stock, and review and update annually
- c) Provide and maintain trees, flower beds, hanging baskets and other plantings in appropriate locations

## **A.7 Waterways and “Blue Spaces”**

Carry out our responsibilities as riparian owners on any relevant lands in our ownership

## **A.8 Sports and Recreation Facilities**

- a) Enhanced provision and management of playing pitches\*
- b) ) Enhanced provision and management of outdoor sports equipment\*

## **A.9 Public open Spaces**

Lobby WBC to ensure that POS in new developments is maintained through public funding, not management companies.

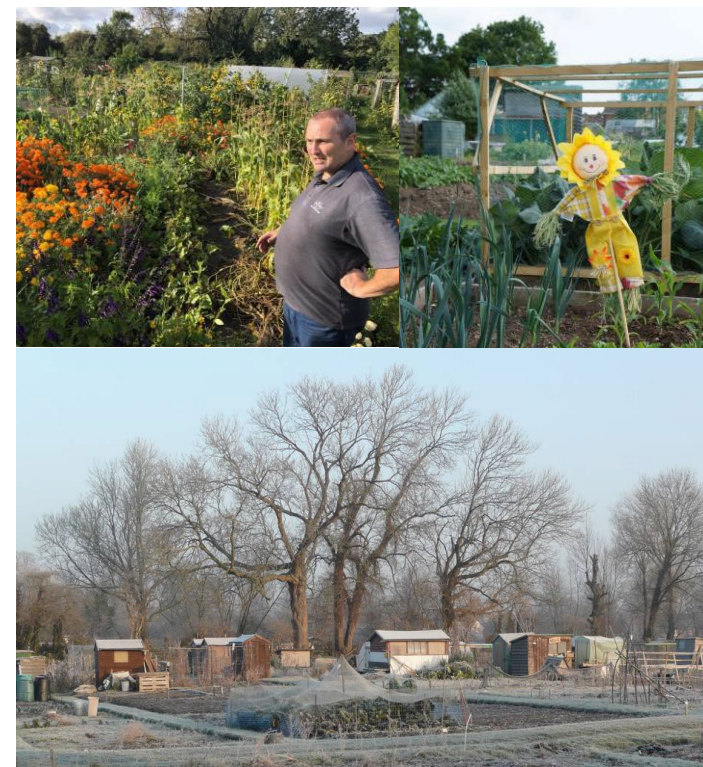


*Making Newbury a town we can all be proud of*

# 1. Help make Newbury a unique, welcoming, safe and well cared for town

**B.Run vibrant charter and farmers' markets**

**C.Run thriving allotments**



# **1. Help make Newbury a unique, welcoming, safe and well cared for town**

## **B. Run vibrant markets**

- a) The Market Working Group will produce and monitor an action plan to enhance our market and hold an annual survey with our regular traders
- b) Our markets will work closely with Newbury BID (Business Improvement District) and other partners to facilitate and promote town centre events \*

## **C. Run thriving Allotments**

- a) Explore options for additional allotment sites, working with our neighbouring parishes as appropriate
- b) Request new developments to include allotment provision where appropriate
- c) Maintain and run high quality allotments, and promote allotments to new tenants targeting > 97% occupancy
- d) Encourage and support competitions within and between allotments
- e) Organise an annual meeting with allotment holders to agree action plan for the following year



## **1. Help make Newbury a unique, welcoming, safe and well cared for town**

**D. Provide well-kept and peaceful cemeteries**

**E. Ensure our public and historic buildings are properly cared for and well-used**



## 1. Help make Newbury a unique, welcoming, safe and well cared for town

### D. Provide well-kept and peaceful Cemeteries

1. Maintain and run cemeteries to a high standard
2. Explore options to ensure that burials can continue in the parish for the next 25 years\*

### E. Ensure our public and historic buildings are properly cared for and well-used

1. Ensure safety and quality, through the implementation of long-term rolling plans for the upkeep and refurbishment of the public buildings in our care
2. Prepare a long-term strategy (10+ years) to include plans for the future of our public buildings and other assets, to include the next cyclical survey and forward maintenance plan including stonework
3. Consider the best options for the use and enjoyment of the Town Hall for all the people of Newbury  
Continue to offer discounted rates for local community groups that are engaged in activities that further the aims of the NTC strategy
4. Work with the Newbury Society and other relevant outside bodies to:
  - a) Support the heritage and conservation of Newbury and promote events and activities that recognise, highlight and protect the town's traditions, heritage and history and help engage the public interest and involvement in Newbury's heritage
  - b) Support the protection of important and historical / character buildings through Local Listing and, when agreed, by liaising with Historic England for national listing



# 1. Help make Newbury a unique, welcoming, safe and well cared for town

Help deliver a well-presented town with high quality public amenities that support well-being, safety and visitors



## 1. Help make Newbury a unique, welcoming, safe and well cared for town

### F. Help deliver a well-presented town with high quality public amenities that support well-being, safety and visitors

#### 1. Well-presented town:

- a) Work with Newbury BID, WBC and other interested parties to ensure the town is kept clean and tidy (while being mindful of any environmental impacts)
- b) Continue to pressure BT to improve the appearance of the BT tower, and work with any interested parties who can help to make this happen
- c) Encourage the owners of the Kennet Centre and the Planning Authority to ensure any re-development of the centre is in keeping with the historic town centre in terms of both appearance and scale

#### 2. Provide and maintain the following high-quality public amenities in appropriate locations:

- a) Public toilets
  1. A new public toilet to be provided in Victoria Park
  2. To upgrade and refurbish the public toilets at the Wharf so that they are more economic to run, more vandal-resistant and more sustainable in the longer term. This work to include the provision of a Changing Places facilities (with specialist hoist) and a shower, both within the current building structure.
- b) Bus shelters
- c) Benches and other street furniture
- d) Roadside salt bins
- e) Footway lighting
- f) Bins for litter / dog waste
- g) Continue the lease of the Library building at Wash Common and support the Friends of Wash Common Community Library
- h) Provide town centre facilities for cyclists



## 1. Help make Newbury a unique, welcoming, safe and well cared for town

### F. Help deliver a well-presented town with high quality public amenities that support well-being, safety and visitors

#### 3. Well-being:

- a) Support the work of the Greenham & Crookham Common Commissioners
- b) Support the Friends Group working to ensure the permitted path through Speen Moors remains open to the public
- c) Work with local community groups like the Newbury Society and City Arts to promote and extend the Town Trail and other visual arts initiatives.

#### 4. Safety:

- a) Specialist changing facilities: the addition of a Changing Places facility (with specialist hoist) as part of the Wharf Toilets upgrade project
- b) Provide defibrillators in appropriate locations and assist other bodies who wish to provide them
- c) Support community safety, working with partners as appropriate, including Town Centre CCTV, footway lighting etc as required

#### 5. Support Visitors:

- a) Working with Newbury BID, agree a co-operation plan with coach operators who bring visitors to the town to make them feel welcome and encourage them to continue to stop off in Newbury
- b) Work with Newbury BID and other organisations to encourage sustainable tourism growth in the interest of the town's economy
- c) Provide brochures, maps, signage and other information for the benefit of visitors to Newbury
- d) Work with partners to ensure Newbury "arrival points" give visitors a good impression
- e) Maintain the Visitor Information point in Newbury Library

## 1. Help make Newbury a unique, welcoming, safe and well cared for town

**To be the Voice of the communities in Newbury**





*Making Newbury a town we can all be proud of*

## 2. To be the Voice of the communities in Newbury



## 2.To be the Voice of the communities in Newbury

### **A. Provide a strong voice for Newbury by lobbying and working with WBC, Newbury BID, and others**

#### **1. Neighbourhood Development Plan**

- a) Goal to have the NDP completed and adopted by the end of 2025

#### **2. Canal Corridor Working Group**

- a) To work with partners to prepare an outline plan for the future development and protection of the Canal Corridor.
- b) By April 2024: confirm detailed implementation plan, to dovetail with WBC plans to upgrade the Wharf

#### **3. Promote and encourage investment in the Town Centre, especially south of the Canal Bridge, including a coherent plan for the Kennet Centre**

#### **4. Work with Newbury BID and other relevant organisations to lobby WBC for the pedestrianisation of the Market Place (permanent vehicle restricted zone), excluding Mansion House and Wharf Streets. Aim for decision by end 2024 ( Use NTC input to the Newbury Town Centre Masterplan 2036 to promote this objective)**

#### **5. Newbury Town Centre Masterplan 2036**

To work with partners to deliver the aims and aspirations of the Plan

#### **6. London Road Industrial Estate redevelopment**

To work with West Berkshire District Council on these proposals so that we can express the wishes of the community for this redevelopment.

## 2.To be the Voice of the communities in Newbury

### 7. Lobby West Berkshire Council to adopt the following into their new Local Plan:

- a) An environmentally sustainable approach to transport that promotes modal shift to no / low carbon modes of transport, especially walking, cycling and public transport
- b) Opposition to the use of Permitted Development Rights for change of use to residential in established employment areas, and request the planning authority to seek article 4 directions in this matter

### 8. Lobby WBC to:

1. Include NTC as a key consultant in their plans to restore the Faraday Road Football Stadium, with enhanced 3G pitch and full club house facilities.
2. Take action where appropriate under S215 of the Planning against owners of lands or buildings which detract from the amenity of the area and encourage WBC to devolve this power to the Town Council (See also 1.G.11.e) – Regular item on P&H; several recommendations made to WBC and improvements made to several buildings as a result
3. Complete a Conservation Area Appraisal for the town
4. Consider making Newbury a low emission zone and so discourage through traffic on the A339
5. Lobby WBC for Newbury to develop better integrated travel points, for example at Newbury Train Station
6. Work with partners to grow Newbury's reputation as a centre of high-tech excellence
7. Support and encourage the devolution of decision making and service delivery to the most appropriate level
8. Carry out a community Governance review to include all of Newbury within the Town Council area\*

## 2.To be the Voice of the communities in Newbury

### 9. Use our role as statutory consultee for Planning to:

1. Encourage diverse shopping and eating out options with a significant number of independents
2. Encourage a modal shift in transport by prioritising walking, cycling and public transport
3. Maintain pressure for significant provision of social housing, including houses for social rent
4. Improve environmental standards and reduce carbon footprint of new building and infrastructure projects
5. Lobby, encourage and assist WBC in enforcing S215 repairs to land and buildings that diminish the town's appearance (see also G3b)
6. Continue to pressure WBC to maintain, respect and protect our Conservation Area (see also 1.G.3.c)
7. Request the planning authority to address the flood risks associated with development proposals and ensure that these are properly addressed
8. Lobby the Local Planning Authority as appropriate on issues of importance for the wellbeing and prosperity of the people of Newbury
9. Comment on relevant planning and licensing applications in, near, or affecting the town and continue to provide a service to residents of Newbury who wish to comment on them further and seek to influence West Berkshire Council on all planning applications of significance
10. Comment and respond to the Highways Authority (West Berkshire District Council) on consultations and proposals for highways, traffic and parking schemes in Newbury
11. Request new development, where appropriate, to include allotment provision



## 2.To be the Voice of the communities in Newbury

### **B. To promote, represent and support the views of the communities in Newbury\***

We will establish a Consultation Panel to hear the views of the diverse communities of Newbury. Organisations and groups from the community, voluntary and charity sectors will be encouraged to engage and participate with the Council on projects and policy matters of importance to them.

### **C. Arrange and Manage Inspiring Civic events and Mayoral calendar**

- a. Co-ordinate the annual Remembrance Sunday Parade in Newbury
- b. Deliver the annual Mayor Making ceremony
- c. Uphold and promote the role of Mayor as Civic Head and First Citizen of Newbury
- d. Encourage bookings, and manage the calendar of events for the Mayor and Deputy Mayor

### **D. Stage and support enjoyable and inclusive community events**

- a. Work with and support the tennis coaches to stage a Victoria Park tennis championship once Covid allows.
- b. Support Art on the Park and other public arts events
- c. Facilitate the Newbury BID holding Christmas events in the town centre, including the Market Place,
- d. Work with other parties to explore options for up to four significant town centre events per year which include use of the Market Place on days when the Charter Market operates
- e. Hold an Annual Family Day in Victoria Park for the enjoyment of our residents and to promote the park and its facilities
- f. Support the organisation of an annual event for the over 75s in Newbury to be attended by the Mayor

## 2.To be the Voice of the communities in Newbury

- g. Support and promote selected community events through financial assistance and / or provision of venues and facilities, notably, but not limited to: Christmas Lights, Music at the Band Stand, and the Newbury Carnival
- h. Support Newbury in Bloom to raise Civic Pride and encourage and acknowledge efforts by the community, businesses, residents and other organisations of Newbury
- i. Consider entry into Britain in Bloom when finances and service capacity permit
- j. Encourage and facilitate residents' participation in social, recreational and sporting activities by providing suitable facilities in appropriate places
- k. Where it fits with other Council initiatives, encourage and support community involvement as appropriate – e.g. community litter picks, community planting / clearing for biodiversity etc

## 2.To be the Voice of the communities in Newbury

### **E. Celebrate and recognise individual and community achievements**

- a. Run and sponsor Newbury's annual Civic Award scheme to recognise the contributions of our residents to the town
- b. Congratulate residents and members of the community whenever significant achievements are brought to our attention, and keep a list on the website

### **F. Encourage and support contributions to our public and community life**

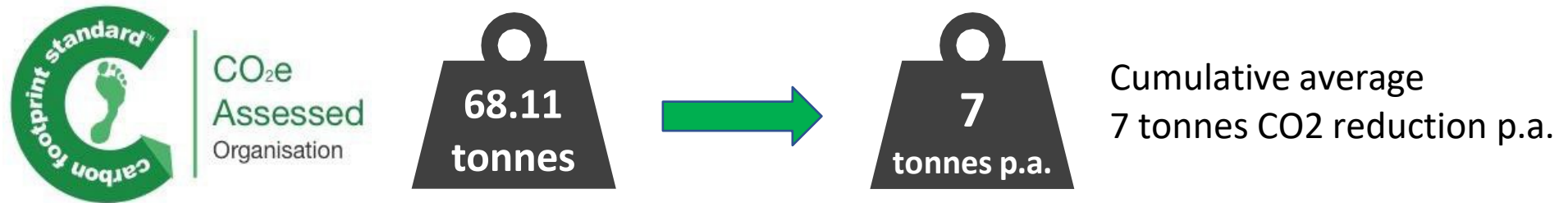
- a. Encourage participation in local democracy with particular focus on:
  - i. Encouraging under-represented sectors into local politics
  - ii. Introducing young people to local democracy and NTC; and encouraging / supporting forums for young people
  - iii. Run a community grants scheme which prioritises the award of financial or other support to organisations and causes which serve wholly or mainly the residents of Newbury and have outcomes that support the delivery of our Strategy
- b. Continue to support the principle of Newbury Town Twinning and explore how to make it more inclusive
- c. Provide support, advice and publicity for self-funding groups (eg Friends of Newtown Road Cemetery, Growing Newbury Green, the Secret Garden project, the Green Gym, etc)

### **G. Celebrate and encourage appreciation of public art and Newbury's heritage**

- a. Further develop the town's heritage trail
- b. Promote the art and heritage trails, working with partners where appropriate
- c. Work with and support the Newbury Spring Festival to make it more accessible for all the communities of Newbury\*

### 3. Take actions to address the climate emergency

- Ensure the activities of the Town Council are carbon neutral by 2030 or before
  - Actively encourage and support actions that will make Newbury as a whole more environmentally sustainable



Launch a Climate Fund to support local environmental groups with projects that will reduce CO<sub>2</sub> emissions in Newbury



## **A. Ensure the activities of Newbury Town Council are carbon neutral by 2030 or before**

- Becoming carbon neutral will be a core ongoing priority for NTC, and will result in clear targets and potentially new ways of working across the organisation
  - NTC direct carbon footprint was independently measured in 2019 and certified at 68.11 tonnes per year. Therefore, to become carbon neutral by 2030, NTC will need to reduce its annual carbon footprint by an average of at least 7 tonnes every year, although the reduction is unlikely to be linear
1. The Climate Emergency Working Group will continue to develop our plans and recommendations to deliver net zero carbon
    - a) In December every year agree the detailed carbon reduction plan and budget for the following year, and an outline plan for the remaining years to 2030.
    - b) Audit our street lighting to determine which ones we need to keep. Ensure their replacement with energy efficient solutions forms part of the longer term strategy
  2. For existing operations, we will:
    - a) Prioritise real reductions in our energy usage by cutting out waste and by investing in more efficient systems and ways of working. For example, in the Town Hall we will invest in insulation, efficient heating, low energy bulbs, systems to automatically turn off the lights, etc.
    - b) We will also look to offset where this makes sense; and will not simply buy offsets as an easy way to reduce our carbon footprint. Instead, we will prioritise by offsetting through primarily local means and opportunities within our operations. For example, solar electricity generation, additional tree and shrub planting, grants to local organisations supporting our carbon-neutral / Climate Emergency principles, etc.
    - c) Actively encourage offsets through carbon-neutral energy generation.
  3. For all new projects, activities and procurement decisions we will ensure carbon impact is a core decision making criteria when making recommendations about new projects, activities and procurement decisions. We will always aim to minimise the carbon impact, and target net zero where practical and cost effective.

4. Ensure that management of our green spaces and support for nature and horticulture projects more widely across Newbury is designed, where feasible and cost effective, to maximise environmental benefits and biodiversity.
  - a) Establish new sown wildflower meadows where possible using local seed sources and/or those appropriate to the ecological and cultural heritage of the site.
  - b) Encourage biodiversity in our major open spaces enhancements.
  - c) Change bedding plants to incorporate more perennials vs annuals to reduce climate impact – 25% change per year
  - d) Prohibit the use of artificial grass / turf (due to its adverse effect on biodiversity and decay into microplastic particles) on land owned or managed by Newbury Town Council unless specific permission has been granted by the Community Services committee as part of an identified and approved NTC project where it is the only viable option.
  - e) Approach West Berkshire Council to request that they follow a similar approach to prohibit the use of artificial grass / turf
  - f) Support organisations or projects seeking to provide energy from watercourses.
5. Our carbon footprint will be publicly reported annually as a new KPI

### 3: Take actions to address the climate emergency

#### A. Encourage and support actions that will make Newbury as a whole more environmentally sustainable

1. NTC will hold at least one Climate Change Community Workshop per year to:
  - a) Update local residents & environmental groups on progress towards making the activities of NTC carbon neutral, and gather feedback & suggestions
  - b) Encourage & support actions to help make Newbury as a whole more environmentally sustainable, & gather suggestions on how NTC can best help
2. Provide a Climate Fund to support local environmental groups with projects that will reduce CO2 emissions and other actions that benefit the climate in the parish of Newbury. NTC will be able to take credit for an appropriate share of any carbon reduction and use this to offset total emissions and help deliver zero carbon
3. Use our influence and network where appropriate and cost effective to:
  - a) Support local community organisations in their 'green initiatives'
  - b) Support a local 'Green Directory' to ensure residents know what resources, offers and support they can access
4. increase the current recycling rate from waste collected from our parks.
5. Lobby WBC to:
  - a) Update their planning guidelines to require key environmental features in order to receive planning support, e.g. solar panels for electricity and hot water, electricity storage batteries, ground / air source heat pumps, electric car changing point, etc. This should also be added to their Local Plan review
  - b) (Repeat of 1.G.4): Work with Newbury BID and other relevant organisations to lobby WBC for the permanent pedestrianisation of the Market Place, excluding Mansion House and Wharf Streets. Aim for decision by end 2024

- c) (Repeat of 1.G.1.b): Develop an environmentally sustainable approach to transport that promotes modal shift to no / low carbon modes of transport, especially walking, cycling and public transport.
  - d) Support the wider use of electric vehicles (cars and bicycles), and to install an adequate number charge points in suitable, secure parking spaces that are reserved for those vehicles
  - e) Radically expand the range of materials and product types that are collected kerb-side for recycling
6. Encourage local community groups to set up market stalls at no / heavily reduced fees to promote green initiatives e.g. refillables

## 4. Provide focused support for young people, the elderly and the vulnerable

- Support youth work for Newbury
  - Support initiatives to make Newbury a more inclusive town
- Work with local organisations which support the elderly and the homeless in Newbury



- Continue our Service level Agreement with Berkshire Youth for the provision of Youth Outreach services in Newbury
- Explore options for the best location, and then install a specialist hoist in at least one public toilet in Newbury that will enable carers to change older children / young people on the changing table when needed rather than on the floor

## 4: Focused support for young people, the elderly, minorities & the vulnerable

### A. Provide funding to organisations which support youth work in Newbury

1. The Council is committed to developing a youth offering and encouraging joint initiatives between young people and the Council. This will be achieved through our detached work with Berkshire Youth and by supporting and / or lobbying to fulfil suggestions proposed by young people (eg outdoor covered shelter, improved street lighting etc)
2. Provide funding support for youth work initiatives at the Greenham Community Youth Project at the Nightingales, and the Riverside Centre in Clay Hill.

### B. Support initiatives to make Newbury a more inclusive town

1. Support our minority communities where possible by working with relevant local groups such as Community United
2. Support dementia-friendly initiatives to help the elderly in our community:
  - a) Maintain NTC's accreditation as a dementia-friendly organisation
  - b) Organise dementia-awareness training for all members and officers and then display accreditation on NTC website
  - c) Dementia-friendly training to be provided following successive elections
3. Specialist Changing facilities:
  - a) These will be part of the proposed Wharf toilets upgrade and will be a welcome additional facility for the town
4. We will strive to ensure that our policies and actions do not exclude any sections of the community, and that our services are accessible by all citizens of the town
5. Encourage youth participation in NTC decision-making processes.

### C. Work with local organisations which support the elderly and the homeless in Newbury

1. Ensure NTC has permanent representation on WBC Homeless committee to stand up for the needs of the homeless in Newbury

## **Our Approach – Part 1 = combined pre-amble sections from current strategy Newbury Town Council, its Members and its Officers will:**

### **1. Encourage public engagement with both the Town Council and local democracy.**

- 1. Encourage public attendance and questions at Council meetings*
- 2. Be visible, relevant responsive and accountable to our residents:*
- 3. Make ourselves available to the public by holding regular surgeries - street / ward / Town Hall steps / other locations*
- 4. Actively seek to hear the needs, desires and ambitions of the people in Newbury, and respond as quickly and as comprehensively as possible within the limits of our resources and other constraints.*
- 5. We will represent the views of the people of Newbury when working with other partners and stakeholders or other bodies, both local and national, who can improve the quality of life for our citizens.*
- 6. Continually improve and upgrade our website and social media in order to engage and consult the people of Newbury*
- 7. Publish a monthly digital newsletter covering important events and achievements of the Town Council*

### **2. Promote cultural identity and equality of opportunity**

- 1. We will strive to ensure that our policies and actions do not exclude any sections of the community, and that our services are accessible by all citizens of the town.*

### **3. Exercise sound governance and best practice to ensure efficient and cost-effective delivery of services:**

- 1. Deliver services effectively, efficiently, on time and within budget*
- 2. Use direct labour or contractors as appropriate, and always ensure value for money*
- 3. Prefer local suppliers wherever possible*
- 4. Deliver services in partnership with others when it offers best value and/or can expand the range of services we provide*
- 5. Work with other partners and stakeholders to achieve efficiency savings in service delivery and where appropriate, expand the range of services provided by the Town Council.*
- 6. Minimise waste created by the Council and the services we provide*
- 7. Maximise opportunities to recycle waste created by the Council and the services we provide wherever possible*



## **Our Approach – Part 2 = Policy Area 3 from current strategy**

### **Newbury Town Council, its Members and its Officers will:**

#### **1. Exercise Good Governance and best practice to ensure that we are open, transparent and accountable**

- 1. We will maintain openness and transparency in our actions and decision making*
- 2. We will make our information, public meetings and records as widely accessible as practically possible*
- 3. We will maintain an up-to-date public website that is informative and easy to access and use*
- 4. We will publish an annual newsletter, with the Precept Leaflet and encourage residents to give feedback*
- 5. We will consult on issues of significance to Newbury, using tools such as public meetings, surveys, questionnaires, petitions, etc.*
- 6. We will respond promptly to complaints and act as quickly as possible to resolve them.*
- 7. We will maintain the assets of the Town Council and ensure public access to them*
- 8. We will constantly monitor and review Newbury Town Council's current asset register to ensure that we are getting best use/value of the assets*
- 9. We will regularly review whether it is in the best interest of our residents and NTC to take over responsibility for services and / or ownership of assets from other organisations*
- 10. We will keep abreast of all relevant legislative changes impacting on our activities and services*
- 11. We will report quarterly on our performance against KPI's and review our KPI's to ensure that they are relevant and appropriate*
- 12. We will report every 3 months on our progress towards achieving the short- and medium-term projects contained in this Strategy*
- 13. We will review this Strategy annually and make any appropriate amendments, additions or deletions.*
- 14. We will continually review our work practices and purchasing arrangements to drive efficiencies and ensure best value for the people of Newbury*
- 15. We will embrace technological advances to progress smarter working methods, where feasible, in order to reduce waste and be more efficient*
- 16. We will continually review our Committee structures and Working Groups and implement any improvements identified*
- 17. We will continue personal development for Members and Officers so that they are suitably equipped with knowledge and skills to carry out their roles and maintain effective working practices, fulfilling their duties and responsibilities to residents professionally and effectively.*
- 18. We will exercise best practice as an employer, promoting fairness and equality for our employees and volunteers*
- 19.*

## Our Structure

- **People**
  - 23 Councillors (Members), elected every 4 years - *responsible for setting the strategy and budget*
  - 18 staff (including part-time and honorary staff) - *responsible for advising Members, and delivering the strategy and ongoing services*
- **Decision Making**
  - Full Council, Committees and Sub-Committees can make decisions
  - Working Groups make recommendations to their parent committee which then decides whether to implement
- **Meetings, Committees and Working Groups:**
  - **Full Council** – 23 Members, 4 scheduled meetings / year
  - **Policy & Resources** – 10 Members, 4/yr.
    - Staff Sub-Committee – 6 members, 4 subs, 4/yr
    - Grants Sub-Committee – 6 members, 4 subs, 2/yr
    - Strategy working group
    - Audit working group
  - **Planning & Highways** – 12 Members, every 4 weeks
    - Canal Corridor working group
    - Heritage working group
    - Joint Sandleford working group
    - Neighbourhood Development Plan steering group
    - Town Centre working group
  - **Community Services** – 10 Members, , 4/yr
    - Victoria Park Café Sub-Committee
    - Climate Emergency working group
    - Green Spaces working group
    - Market Working Group
  - **Civic Pride, Arts & Leisure** – 10 Members, 4/yr
    - Local democracy working group



## Our Mission – *What drives us?*







Local Plan Examination

Date:

22 November 2023 09:53:00

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Thank you for the update.

The matter will be considered at the next meeting of our Planning and Highways Committee and we will respond in due course.

Kind regards



**Sent:** Wednesday, November 22, 2023 9:50 AM

**Subject:** West Berkshire Local Plan Examination



This is an **EXTERNAL EMAIL. STOP. THINK** before you **CLICK** links or **OPEN** attachments.

Dear Sir / Madam,

Further to representations submitted in respect of the West Berkshire Local Plan Review, I email to inform you that the Secretary of State has appointed Planning Inspector William Fieldhouse BA (Hons) MA MRTPI to conduct an Examination into the soundness and legal compliance of the Plan.

I will act as Programme Officer for the Examination and will be responsible for assisting the Inspector with the administrative and procedural aspects of the Examination process. I am not an Officer of West Berkshire Council and have not been involved in the preparation of the Plan. I will be your primary point of contact for any queries you may have throughout the Examination process.

The Council submitted the Plan for Examination on the 31st of March 2023. An [Examination Website](#) has been created and includes all the documentation before the Examination, together with a timeline detailing the process thus far. The Examination Website will be regularly updated as the Examination progresses. [Guidance Notes](#) have been prepared by the Inspector, they explain many of the administrative and procedural aspects of the process. The Inspector's Preliminary Questions to the Council together with the Council's responses may also be of interest to you and can be accessed via the website.

The purpose of this email is to advise that the Inspector has now submitted his [Matters, Issues & Questions](#) for the Examination. The Matters, Issues and Questions will form the basis of any further written statements you may wish to make and provide a structure for discussions at the Hearing Sessions.



Further written comments are not compulsory but should you wish to add to your original consultation response on related matters, deadlines have been set for **Friday 16th February for Matters 1 to 3 and Friday 22nd March for Matters 4 to 13**. Statements can be submitted to me via email to this address. Information on the format of written statements is included in both the Guidance Note and Matters, Issues and Questions document. It is however important that separate submissions are made for each Matter being addressed should this be of relevance to you.

Following receipt of written statements, the Inspector will consider the submissions before finalising dates and arrangements for the hearing discussions. I will contact you again at that point when there will be an opportunity to request to participate in the sessions should you wish to do so.

Finally, If you are content to rely on your consultation response and do not intend to submit any further comments or participate in the hearing discussions in due course, I can confirm that no further action is required. Comments submitted through the Council's Regulation 19 consultation will remain a consideration to the Inspector throughout the process and will carry equal weight.

I hope this helps for the moment, should you have any queries as we progress through the Examination, please let me know and I shall be happy to assist.

Regards



Programme Officer



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## Newbury Town Council

Forward Work Programme for Planning and Highways Committee: 4 December 2023.

**Standing Items on each (ordinary meeting) agenda:**

1. Apologies
2. Declarations of Interests and Dispensations
- 3.1 Approval of Minutes of previous meeting
- 3.2 Officer's report on actions from previous meeting
4. Questions/Petitions from members of the Public
5. Questions/Petitions from Members of the Council
6. Schedule of Planning Applications
7. Schedule of Prior Approval Applications (if any)
8. Schedule of Licensing Applications (if any)
9. Schedule of Appeal Notifications (if any)
10. Schedule of Appeal Decisions (if any)
11. Neighbourhood Development Plan – Update (if any)
12. The Western Area Planning Committee – Update

At the first Committee meeting after the annual meeting of the Council	Election of Chair/ Deputy
	Approval of ToRs and memberships of Working Groups
June/September/December/March (Quarterly)	Updates on Section 215 of the Town and Country Planning Acts.
Each November	Review of KPI's for Planning and Highways Committee
	Send Budget and Strategy proposals to RFO
At a future date	To identify potential and existing public rights of way and actions which might be taken to enhance these (see minutes 06.11.2023)
<b>2023</b>	
17 July	Kennet Centre Appeals
14 August	Sandleford West response <a href="#"><u>(23/01585/OUTMAJ)</u></a>
11 September	Review of Planning Applications consultation arrangements (deferred to October)
9 October	Updates on Section 215 of the Town and Country Planning Acts.
	Review of Planning Applications consultation arrangements
6 November	Sharon Bayne, Director of Blackwood Bayne Ltd will make a presentation to this committee regarding West Berkshire Rights of Way Improvement Plan (ROWIP).
	Eagle Quarter
4 December	Strategy proposals