
**MINUTES OF A MEETING OF THE COMMUNITY SERVICES COMMITTEE
HELD IN THE COUNCIL CHAMBER, TOWN HALL, MARKET PLACE, NEWBURY
ON MONDAY 14th JULY 2025 AT 7.30PM**

PRESENT

Councillors: Vera Barnett, Nigel Foot, Roger Hunneman, Ian Jee, David Marsh, Vaughan Miller, Sarah Slack, and Martha Vickers.

In Attendance

Martin Kavanagh, Services Delivery Manager

Neil Cook – Aero Consulting P/T from 20:00hrs

1. APOLOGIES FOR ABSENCE

Services Delivery Manager

Cllr Meg Thomas & Cllr Chris Hood

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

Services Delivery Manager

The Services Delivery Manager declared that Councillors Nigel Foot, David Marsh & Martha 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.

3. APPROVAL OF PREVIOUS MEETING MINUTES

Chair

PROPOSED: Cllr Martha Vickers

SECONDED: Councillor Vaughan Miller

RESOLVED: That the minutes of the meeting of the Community Services Committee held on Monday 10th March 2025 are approved and signed by the Chairperson.

4. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC

Services Delivery Manager

There were no questions received.

5. MEMBERS' QUESTIONS AND PETITIONS

Various Members

Cycle rack near VP Café /Kiosk – what remedial works do we have planned? Cllr Vickers.
RESPONSE: following the temporary repairs we have new like for like structures on order; these are planned to be replaced promptly once received.

Roll Out of Plastic Free Policy, beyond CS activities? Cllr Vickers

RESPONSE: it is confirmed that the Civic team will also roll out this CS initiative.

Barns Crescent hedge, needs attention / cutting back?

RESPONSE: this is not a NTC Asset but a private dwelling. However, we will write to homeowner and ask them to attend to the hedge.

City Recreation Ground, Polite notices please to remind users to be mindful not to cause ASB and respect neighbouring occupants rights to “quiet enjoyment” in their homes.

RESPONSE: ASB is a Police issue not NTC issue, however officers will work with Cllrs to provide polite notices for the bench area causing the nuisance. Cllr Moore.

6. WEST BERKSHIRE DISTRICT COUNCIL: SERVICES DEVOLUTION

Chair

To Note: Cllr Nigel Foot declared a conflict of interest and removed himself from all aspects of this agenda item.

Newbury Library, clarification required regarding costs of extended operational hours specifically around revision times for GCSE's

Bus Shelters, officers to review and report on the opportunity to acquire bus shelters within our parish boundary. We have no desire at this time to ask WBC for maintenance assistance to our current stock of Bus Shelters, however.

Dog Poo and Litter bins, officers to review and report on target bins for potential devolvement to NTC, assuming the same devolution commercial terms are available.

Remaining items: we have no appetite to progress with the other opportunities offered at this time as we are happy with the minimum statutory standard or carry out those services in house already (e.g. tree surveys/reports, litter and waste bins, and bus shelters).

PROPOSED: Cllr Vaughan Miller

SECONDED: Cllr Roger Hunneman

RESOLVED: to report to the next Full Council meeting of Monday 20th October 25.

7. SERVICES DELIVERY MANAGER'S REPORT*Services Delivery Manager*

The contents of the Services Delivery Manager's report were noted.

8. CEMETERY WORKING GROUP*Chair*

RESOLVED: The first meeting of this working group to take place in August 25. SDM to arrange.

9. MARKET WORKING GROUP*Chair*

NOTED: Market Working Group minutes of March 2025.

10. GREEN SPACES WORKING GROUP MINUTES*Chair*

NOTED: Minutes of meetings from March through to date were noted and Cllr Ian Jee commented on the significant work carried out through this period not only for Newbury in Bloom, but also Thames & Chiltern in Bloom.

11. FRIENDS OF NEWTOWN ROAD CEMETERY REPORT (Discussed between items 5 & 6)

Maureen Hudd – Chair FNRC

PROPOSED: Cllr Vaughan Miller

SECONDED: Cllr Sarah Slack

RESOLVED: SDM & Maureen Hudd to provide a project plan, including financial review for multiple small projects and one medium size project at this cemetery site. Note the first project to be completed by August 25 – funding already in place.

12. COMMUNITY SERVICES COMMITTEE 24/25 FORWARD WORK PROGRAMME

The Forward Works Programme was noted with the following actions.

- Officers to keep Cllr Foot updated with devolvment issues/progress for the peace garden Action SDM
- Hutton Close Working Group to be formed with officer support:
 - Members are Clay Hill Members Ian Jee, Nigel Foot, Chris Hood/Pam Lusby
 - Remit To review the current consultation issues raised and explore and recommend new options for the recreation ground

PROPOSED: Cllr Vaughan Miller

SECONDED: Cllr Vera Barnett

13. EXCLUSION OF THE PRESS AND PUBLIC

Chair

PROPOSED: Cllr Vaughan Miller

SECONDED: Cllr Nigel Foot

RESOLVED: That under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the following items of business because publicity would be prejudicial to the public interest by reason of the confidential financial business to be transacted.

14. VICTORIA PARK CAFÉ PROJECT UPDATE

Services Delivery Manager & Project Manager

The minutes of the Victoria Park Projects Sub Committee and next steps and estimated timescales were noted. Cllr Sarah Slack requested that officers investigate grants via the Police and Crime Commissioner.

15. GROUNDS MAINTENANCE CONTRACT REVIEW

Services Delivery Manager

PROPOSED: Cllr Nigel Foot

SECONDED: Cllr Ian Jee

RESOLVED: To endorse the continuance of the current contract.

There being no other business, the chairperson thanked all those in attendance and declared the meeting closed at 21:49.

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