

1/11/2023.

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 6th November 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, if required, streamed via Zoom

Hugh Peacocke
Chief Executive Officer

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 9/10/2023 (Appendices 1, 1.2, 1.3 and 1.4)
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 3rd November 2023.
- 5. Members' Questions and Petitions**
Questions, in writing, must be with the CEO by 2:00 pm on Friday 3rd November 2023.

Town Hall, Market Place, Newbury, RG14 5AA

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

(Full planning permission for the redevelopment of the Kennet Centre comprising the partial demolition of the existing building on site and the development of new residential dwellings (Use Class C3) and residents ancillary facilities; commercial, business and service floorspace including office (Class E (a, b, c, d, e, f, and g)); access, parking, and cycle parking; landscaping and open space; sustainable energy installations; associated works, and alterations to the retained Vue Cinema and multi storey car park.)

6.1 To receive a presentation from Lochailort on the proposed development

6.2 To consider the recommendations on the proposed development received from the Council's Heritage Working Group (**Appendix 2**)

6.3 To agree the Council's response to the application.

7. West Berkshire Draft Rights of Way Improvement Plan (ROWIP).

To receive a presentation from Elaine Cox, Senior Rights of Way Officer, West Berkshire Council.

(Details of the consultation can be found here: www.westberks.gov.uk/draftrowip

The Consultation closes on 23rd November 2023)

8. Schedule of Planning Applications (Appendix 3)

To Comment on the planning applications listed at the attached schedule.

9. Update from The Western Area Planning Committee

Councillor Tony Vickers

To Receive an update on any relevant business from the Western Area Planning Committee.

10. The Town Centre (Masterplan) Steering Group

Councillor Andy Moore

To receive a verbal update.

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

Planning and Highways KPI: Planning comments made at meetings of the committee should be submitted to WBC within 2 working days of the meeting being held.

12. Town Council Strategy 2024-2028 (Appendix 4)

To recommend any proposed changes to the Town Council Strategy.

13. Planning & Highways Committee Budget 2024-25 (Appendix 5)

To recommend this Committee's budget to the Policy & Resources Committee for inclusion in the Council's budget for 2024-25.

14. Forward Work Programme for Planning & Highways Committee (Appendix 6)

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 9th October 2023, in the Council Chamber, Newbury Town Council, Town Hall, Market Place, Newbury.

Present: Councillors Phil Barnett, Vera Barnett, Jo Day, Sam Dibas, Nigel Foot, David Harman, Roger Hunneman, Ian Jee, David Marsh, , Andy Moore (Chairman).

In Attendance

Hugh Peacocke, Chief Executive Officer

57. Apologies

Apologies received from Councillor Tony Vickers and Vaughan Miller.

58. Declarations of Interest and Dispensations

The CEO declared that Councillors Phil Barnett, Nigel Foot and David Marsh 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 Phil Brnett declared that he is the chairman of WBC Licensing committee and will not discuss or vote on licensing applications coming before the Committee.

Councillor Nigel Foot declared that he is also on the WBC Licensing Committee and that when considering licensing applications which came before this committee, he would have regard to all the information before the licensing committee.

59. Minutes of the Meeting of the Planning and Highways Committee held on Monday 11th September 2023

Amendments proposed as follows:

Appendix 1.2: Application Ref. No: 23/01585/OUTMAJ

Objection/ Comment: The sole proposed access point to the site, Warren Road, runs alongside Park House School, is opposite a day nursery and is less than 30 metres from Falkland primary school. It is also next to one church, and opposite another. A Sainsbury's filling station and supermarket and the main entrance to Park House are close by. This generates a lot of daily activity involving hundreds of children, and a large amount of traffic, particularly at pick-up and drop-off times. There are already long queues of cars along Andover Road at these periods, from the Monks Lane junction to the north, to Gorselands to the south. The road network is already stretched to capacity. This development would generate extra traffic and make the problem worse, during both construction of the site and beyond.

The huge increase in traffic would generate pollution which in the Committee's view represents a risk to the health and wellbeing of children. It will make local roads less safe. Kendrick Road is not fit for purpose as an emergency access route.

Even the inspector at the Bloor Homes appeal said that Warren Road was unsuitable.

Proposed: Councillor Nigel Foot

Seconded: Councillor Roger Hunneman

Resolved: That the minutes of the meeting held on 11th September 2023, as amended above, be approved and signed by the Chairperson.

60. Actions from previous meetings

- a) All the consultation responses sent to the Planning authority.
- b) Noted that Sharon Bayne, Director of Blackwood Bayne Ltd will make a presentation to this committee regarding West Berkshire Rights of Way Improvement Plan (ROWIP) at the meeting on 6th November - add to forward work programme.

61. Questions from members of the public

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

62. Members' Questions and Petitions

Question received from Councillor Tony Vickers:

Newbury's Echo Circle in front of the District Council Offices was demolished early in the construction of the Market Street development but has now been rebuilt. However it doesn't give an echo now unless you bend low or are under 1.5m tall. Can this Council ask the Planning Authority to check whether the specification of the new echo circle is different and if so ask for it to be made to work?

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

63. Sandleford Park East

The Chairman invited Ms. Lousie Hingley of Cratus Communications Ltd, Rebecca Fenn-Tripp and Adam Rickenbach of Bloor Homes to update the meeting re Sandleford East. They told the Committee that they were agreeing with the Planning Authority the conditions for the outline consent for up to 1,000 homes, granted on appeal last year. This included arrangements for the protection of the ancient woodland and the proposed countryside park.

In reply to questions from a member of the public, they reported regarding utilities:

- Electricity: reservation agreed with SSE.
- Water: progressing arrangements with SSE
- Drainage: noted high water table in central valley
- Construction traffic: access from Monks Lane, separate from West Sandleford (Donnington Homes), with memorandum of understanding re infrastructure.

- Aware of WBC Climate emergency requirements and there will be solar panels on all units built
- Drainage: negotiating with Thames Water

In response to questions from Committee members:

- No requirement for further arterial road
- Ecological concerns will be addressed in agreement with the Planning Authority and nature corridors / interconnectivity will be considered.
- Aware of drainage issues at Station Road (surge tank at Farraday Road?)
- Need for attenuation at London Road?
- There will be no gas supply to any of the dwellings.

Bloor Homes said that there would be an update event for the public.

The Chairman thanked Bloor Homes for the update and asked them to keep the Council informed of progress.

64. Schedule of Planning Applications

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

65. Schedule of Prior Approval Applications

Resolved that the responses recorded at Appendix 1.3 to these minutes be submitted to the Planning Authority.

66. Licensing Application

The Committee had no objections to the licensing application for Zizzi's restaurant at Market Place. (Ref: 22/00769/LQN)

67. Update from The Western Area Planning Committee

There was no meeting since the last meeting of this committee. The meeting scheduled for 18th October had been cancelled.

The CEO was requested to write to WBC asking about the cancellation.

68. Review of Planning Applications Consultation arrangements

The meeting received the report from the CEO on the new arrangements introduced from May. The CEO confirmed that there had been no complaints from members of the public since the new arrangements were introduced. Members were generally supportive of the revised arrangements.

It was requested that the same process be applied to Prior Approval applications.

Proposed: Councillor Nigel Foot

Seconded: Councillor Roger Hunneman

Resolved: That the revised arrangements for planning application consultations be continued and that the same process be used for prior approval applications.

69. Updates on Section 215 of the Town and Country Planning Acts.

Members received the list of properties which are detracting from the amenity of the area and updated as shown on appendix 1.4 attached.

70. Neighbourhood Development Plan Update

Councillor Nigel Foot, the Chairman of the NDP Steering Group, updated the meeting. He told the committee that the topic subgroups were all working on their areas of responsibility and would be meeting again on 26th October

71. Forward Work Programme for Planning & Highways Committee

Add the following items for the Committee meeting on 6th November 2023:

- a) To note that Sharon Bayne, Director of Blackwood Bayne Ltd will make a presentation to this committee regarding West Berkshire Rights of Way Improvement Plan (ROWIP).
- b) Re 23/02094, Request the Heritage Working Group to meet and consider the matter and make recommendations to the next Committee meeting, 6/11/23. Ask developers to provide 3D CAD software images of proposals. Encourage Lochailort to attend the committee meeting on 6/11.

There being no other business, the Chairperson declared the meeting closed at 9.40 pm

Signed: _____

Chairman

Date: _____

**Planning and Highways Committee Meeting
Schedule of Planning Applications to be considered.
09/10/2023**

Application Number	Location and Applicant	Proposal	NTC comment
<u>23/01818/REG3</u>	Faraday Road Football Ground Faraday Road Newbury for West Berkshire Council	The construction of an 8m high 'goal catch' fence constructed of a nylon weave netting on the north and south boundary spanning 46m at each end of the grass pitch area (92m total) to aid in the protection of local land users adjacent to the field while it is in operation.	No Objection to this proposal.
<u>23/00688/HOUSE</u> Amended Plans	21 Kiln Road, Newbury for Mr & Mrs Curtis	Demolition of existing single story garage; new garage with storage space above; and enlarged car parking area for 3 cars by extending parking area with gabion basket type retaining wall to western boundary Amended: 1) An amended site plan has been submitted to show a revised parking layout. 2) Elevation drawings to show the proposed gabion walls are submitted for clarity of the appearance. Previous comments submitted: Objection: Poor design of the new storage area over the garage and concerns about the retaining wall.	No Comment.
<u>23/02186/CERTE</u>	Goldwell Park Old Bath Road Newbury for West Berkshire Council	Regulation 3: This is a pump track within Goldwell Park, constructed 20 years ago, a dirt track with ramps and berms for use by the local community. This track had since fallen into disrepair and required replacement, the new track is within the boundary of the existing track location, but to meet modern standards and needs of the end users.	NTC supports this proposal.

Application Number	Location and Applicant	Proposal	NTC comment
<u>23/02094/FULMAJ</u>	The Mall The Kennet Centre Newbury for Lochailort Newbury Ltd	Full planning permission for the redevelopment of the Kennet Centre comprising the partial demolition of the existing building on site and the development of new residential dwellings (Use Class C3) and residents ancillary facilities; commercial, business and service floorspace including office (Class E (a, b, c, d, e, f, and g)); access, parking, and cycle parking; landscaping and open space; sustainable energy installations; associated works, and alterations to the retained Vue Cinema and multi storey car park.	Request the Heritage Working Group to meet and consider the matter and make recommendations to the next Committee meeting, 6/11/23. Ask developers to provide 3D CAD software images of proposals. Encourage Lochailort to attend the committee meeting on 6/11.
<u>23/01967/FUL</u>	Pound Court Pound Street Newbury for Opus AM	Additional storey plus side extension.	NTC objects to this proposal as overdevelopment of the site and lack of car parking provision.

Applications for Prior Approval- 9th October 2023

These are applications for Prior Approval under the 2013 amendments to Permitted Development. Because West Berkshire Council are required to inform nearby residents and display a public notice, West Berkshire Council is notifying the Parish / Town Council of the proposals in case interested parties should contact us. However, **we are not required to comment**, and the decision can only be taken based on the criteria set out in The Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2013 [SI 2013No1101]. **Please be aware NTC are not allocated plans for us to consider**, but on-line details are available via the Application Number link.

Application Number	Location and Applicant	Proposal	NTC Comments
23/02175/PASOL	Winchcombe Place Maple Crescent Newbury for Care Home Care UK	Application to determine if prior approval is required for a proposed: Solar PV system totalling ~65kWp on the roof of Winchcombe Place Care Home - Care UK building. Panels will be mounted on flat roof area facing South. -The proposed system will be on a shallow pitched roof so the visual impact and risk of glare will be very low - Panels will be mounted less than 1000mm from the plane of the roof in all cases -Panels will not be sited within 1000mm of an external edge of the roof -Equipment will be removed from the roof once it reaches the end of its useful life.	NTC Welcomes the addition of solar panels. Planning application should be submitted for this proposal.
23/01984/PACOU	First and Second Floors 1 - 3 Mansion House Street Newbury for Mansion House Newbury Ltd	Application to determine if prior approval is required for a proposed: Change of use from offices (Class E) to residential use (Class C3) as stipulated under Class MA of the GPDO. The proposed development provides for the conversion of the upper floors to create four dwelling units	This building is in a strategic town centre location. NTC supports the comments from The Newbury Society and recommends that this proposal should require planning permission
23/02019/PASOL	Units C1 To C2 Faraday Road Newbury for Elis	Application to determine if prior approval is required for a proposed: Installation and operation of PV Solar Panels measuring 65kWp	No objection

Newbury Town Council

List of Section 215 Lands/Buildings

October 2023 Update

Land/Building		Owner/Responsible Person	Position as of 19/06/23	Comments/Proposed Further Actions
1.	The building south of the old post office (41, Cheap Street)	Living Club Ltd	Amended application <u>20/01210/FULD</u> for “alterations to ground floor retail space and conversion of part of ground floor and first floor into a 6 bed HMO”, approved by WBC on 10/06/2022 NTC P&H Committee Comment – “We support this application. Cllr Vaughan Miller abstained” (15/11/2021) No visual progress yet made (as of 28/07/2022).	Write to owners, requesting programme of works.
2.	The back of the British Heart Foundation shop (on the canal)	BHF	Awaiting planning application. “Our consultants are currently out to tender with a comprehensive package of external works, of which include the repairs to the rear elevation. I am anticipating tenders to be returned in the next two weeks and we should be in a position to place an order shortly after that.” (22/07/2022)	Pursue with BHF and refer to enforcement
3.	Newbury Railway Station - the land from the ticket office to Cheap Street	Network Rail	Contacted Great Western about them pursuing this with Network Rail or forward on a contact. (12/07/2022)	Review, pending Market Street opening
4.	Wharf Street	Public highway, where businesses leave their rubbish bins, which is now a high-profile, strategic entrance to the town centre since the new bus terminal opened	From the BID: “West Berkshire Council are dealing with this and have been taking enforcement action, but from what I understand their powers are limited. We have asked businesses to label their bins, but unfortunately we don’t have any power to enforce this request and none have chosen to take this action thus far. We have highlighted the need for a place for bin storage in this area as part of WBC’s proposals for The Wharf. We have another site visit with WBC scheduled for next week (w/c 8 th Aug) and will continue to raise this issue with them.” (02/08/2022)	Ask WBC again to consider this matter in the context of The Wharf re-development proposals

Land/Building		Owner/Responsible Person	Position as of 19/06/23	Comments/Proposed Further Actions
5.	The BT Tower	Initial response from BT was that Tellereal Trillium are the owners, as the building was part of a sale and re-lease programme undertaken by BT in the early part of this century. The lease runs until 2030. However, TT pointed out that BT are responsible for the upkeep of the building.	Submitted to the WBC Planning Enforcement team. It was deemed that there was “insufficient [visual] harm to warrant the service of a formal [Section 215] Notice” (Received on 15/03/2022)	Resubmit request to WBC Planning Enforcement.
6.	The land to the east of Fir Tree Lane and the junction with London Road		S215 warning letter sent by WBC (02/08/2022).	Request update from Enforcement
7.	380, London Road, Newbury, RG18 3AA		S215 warning letter sent by WBC (02/08/2022).	Request update from Enforcement
8.	the 2 empty houses, 45 and 47 Cromwell Road, Newbury, RG14 2HP		S215 warning letter sent by WBC (02/08/2022).	Request update from Enforcement
9.	88 West Street		Submitted to the WBC Planning Enforcement team. Followed up on 15/07/2022.	Ongoing work- review
10.	65 Kingsbridge Road, Newbury		Submitted to WBC for S215 enforcement action on 04/10/2022.	Dual-hatted member submitted motion to WBC
11.	Monument Close - area around shops and shops	Agent? Owner?	NTC contacted agent, problems persist.	Committee thanked CEO for action taken in this matter.
12.	63a Bartholomew Street? (over dog grooming shop)	Councillors to get info re ownership		

Minutes of Heritage Working Group 2023 Oct 25

A meeting of the Newbury Town Council Heritage Working Group was held on Wednesday 25 October 2023, at the request of the Town Council's Planning & Highways Committee, to consider the planning application 23/02094 for the Kennet Centre. The following observations and recommendations lie within the terms of reference of the Heritage Working Group, which relate to the heritage assets and environment of Newbury, and the position of the Kennet Centre within the Town Centre Conservation Area. Aspects of the application which do not lie within those terms of reference were not considered.

1. Elevations:

A) Bartholomew Street

The Heritage Working Group welcomes the scale and appearance of the buildings to the north of The Newbury (pub). It finds the building immediately to the south of The Newbury (the northern part of Block E) acceptable in scale and design. It finds the design and height of the five-storey block to the north of the multi-storey car park (the southern part of Block E) to be unacceptable; the maximum height here should be four storeys, noticeably lower than the lift tower of the multi-storey; and the design of the frontage should be improved.

B) Cheap Street and Market Place

The proposed five-storey buildings between the former Save the Children and the cinema (Block C), which would be damaging to the street scene, should be reduced from five storeys to a maximum of four storeys. At no point should the Cheap Street elevations exceed the height of the Vue cinema.

The glazing presentation of the Eagle Court building facing the Market Place is unsatisfactory. More traditional glazing bars with windows in proportion to the surrounding buildings should be provided.

C) Market Street

Market Street is within the town centre conservation area and it is the view of the Heritage Working Group that street elevations in the conservation area should not exceed four storeys in height. In addition to the unacceptable height here, it considers that the design of the frontage of both blocks of flats is in need of improvement, particularly in setting the entrance to "New Street" (if this is to provide an attractive new approach to the town centre from the railway station) which lies between them.

2. Relation to Listed Buildings and other Heritage Assets

The Heritage Working Group considers that the current plans would be harmful to existing listed buildings and other heritage assets. In Bartholomew Street these include "The Newbury" (a listed pub), which is dominated and diminished by the proposed development, particularly behind and to the south. Among listed buildings affected opposite are nos. 16 and 17 and no. 28, and other heritage assets affected include no. 18-20.

In Cheap Street, the proposed development dominates the former “Save the Children” and the “Catherine Wheel”, both listed buildings, which are dominated by 6- and 8-storey buildings behind and 5-storey buildings on the street frontage to the south. Listed buildings affected opposite include the former Crown Post Office, and no. 41 Cheap Street. Other heritage assets affected include the three-storey no. 44, recommended for priority local listing and deserving national listing, which if this development is approved would face a 5-storey block.

Other listed buildings and heritage assets would be affected across a wider area.

3. Building heights and massing

The proposed development is over 100 feet high in the centre of the development, with three blocks (A, B and S) about the same height as the BT tower/ telephone exchange. The scale proposed is out of keeping with the overall height and scale of the town centre conservation area, and damaging to the setting of existing heritage assets.

4. Remoter Views

Remoter views of the town centre, and the town centre conservation area, will be obstructed by the proposed development. This is illustrated by the attached photograph taken from Abbey Close; the proposed development will be up to the same height as the BT telephone exchange on the right of the picture. It is evident that the 7- and 8-storey high buildings in the centre of the development will completely obscure views of the Town Hall clock and (for some) the Saint Nicolas Church tower.

5. Materials

The Heritage Working Group welcomes the materials used in the Robert Adam elevations on Bartholomew Street and Cheap Street. However, many of the buildings in this development still propose features and materials which are out of keeping with the existing heritage assets and listed buildings. Berkshire brick, or brick of similar colour and texture, and tile-hung walls, should be features integrated in this development.

6. Urban Grain

The Heritage Working Group refutes the developers’ contention that the proposed development represents a return to the pre-Kennet Centre urban grain. The proposed development cannot accurately claim to reflect the previous users, or the sizes of their premises in this area, and the historic reality does not support the scale of the present development. In particular, the proposed development does not reflect pre-existing plots along Bartholomew Street and Cheap Street, or the scale of development in the central area. Plenty’s Eagle Iron Works, which occupied part of this site, were no more than three storeys high.

7. Effect on Town Centre Conservation Area

In accordance with Historic England guidance, any proposed development should preserve and enhance the town centre conservation area. The Heritage Working Group contends that the proposed development fails to do this, with particular concerns about the heights and massing. The Heritage Working Group considers that development above six storeys would be damaging to the conservation area, and that development above four storeys would be damaging on the existing town centre street frontages. This applies to Market Street (which lies within the conservation area), as well as the streets with a medieval origin, Bartholomew Street and Cheap Street.

8. Archaeology

The whole site is of archaeological importance as part of the medieval town centre of Newbury, and should be subject to physical excavations and archaeological assessment before development starts. Particular attention should be paid to the areas of the plots close to the street frontages of Bartholomew Street and Cheap Street, but deep testing should also take place in the central area.

Anthony Pick
Chairman

29th October2023



**Planning and Highways Committee Meeting
Schedule of Planning Applications to be considered.
06/11/2023**

Running Order	Ward	Application Number	Location and Applicant	Proposal
1.	CLAY HILL	23/02375/FUL	Newbury Electronics Faraday Road Newbury for Newbury Electronics	Application for Variation of Condition (2) following Grant of Planning Permission 12/01940/FUL - Section 73: Variation or Removal of Condition 2 (The development shall be carried out in accordance with drawing title number DP100 and DP101 received on 27th April 2011) - Not to build in accordance to approved plans.
2.	EAST FIELDS Adjacent Parish	23/02306/OUTMAJ	History 2 Newbury Racecourse, Racecourse Road Newbury for Newbury Racecourse	Section 73: Variation of Condition 2 - Approved Plans of approved application 14/03109/OUTMAJ (and subsequent permission 18/00587/NONMAT): Revised Race Day Movement Plan - to allow the use of the race day route through the racecourse site to direct event traffic during a Fireworks Display Event (1 day per calendar year, 4pm-11pm).
3.	WASH COMMON	23/02371/FUL	23 Culver Road Newbury for Mr & Mrs Hale	Convert Garage to form Hair Salon including extension to provide utility
4.	WEST FIELDS	23/02266/FUL	Land Rear Of 81 Bartholomew Street Newbury for Brickwood Estates Limited	Erection of 2no. 1 bed dwellings and demolition of outbuilding
5.	WEST FIELDS	23/01906/FUL	30 Marketplace Newbury for The Royal Bank of Scotland PLC	Remove shed including asbestos roof and base, repair brick wall and reroute downpipe where shed removed. Additional repairs and maintenance to roof and windows in a like by like basis, including bird netting.
6.	WEST FIELDS	23/01907/LBC	30 Marketplace Newbury for The Royal Bank of Scotland PLC	Remove shed including asbestos roof and base, repair brick wall and reroute downpipe where shed removed. Additional repairs and maintenance to roof and windows in a like by like basis, including bird netting.

Newbury Town Council**Public Report****To:** Planning and Highways Committee**Date of meeting:** 6th November 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 15th January 2024.

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

Report Author: Hugh Peacocke, (Chief executive Officer)

Date: 27th October 2023.



Strategy 2024-2028

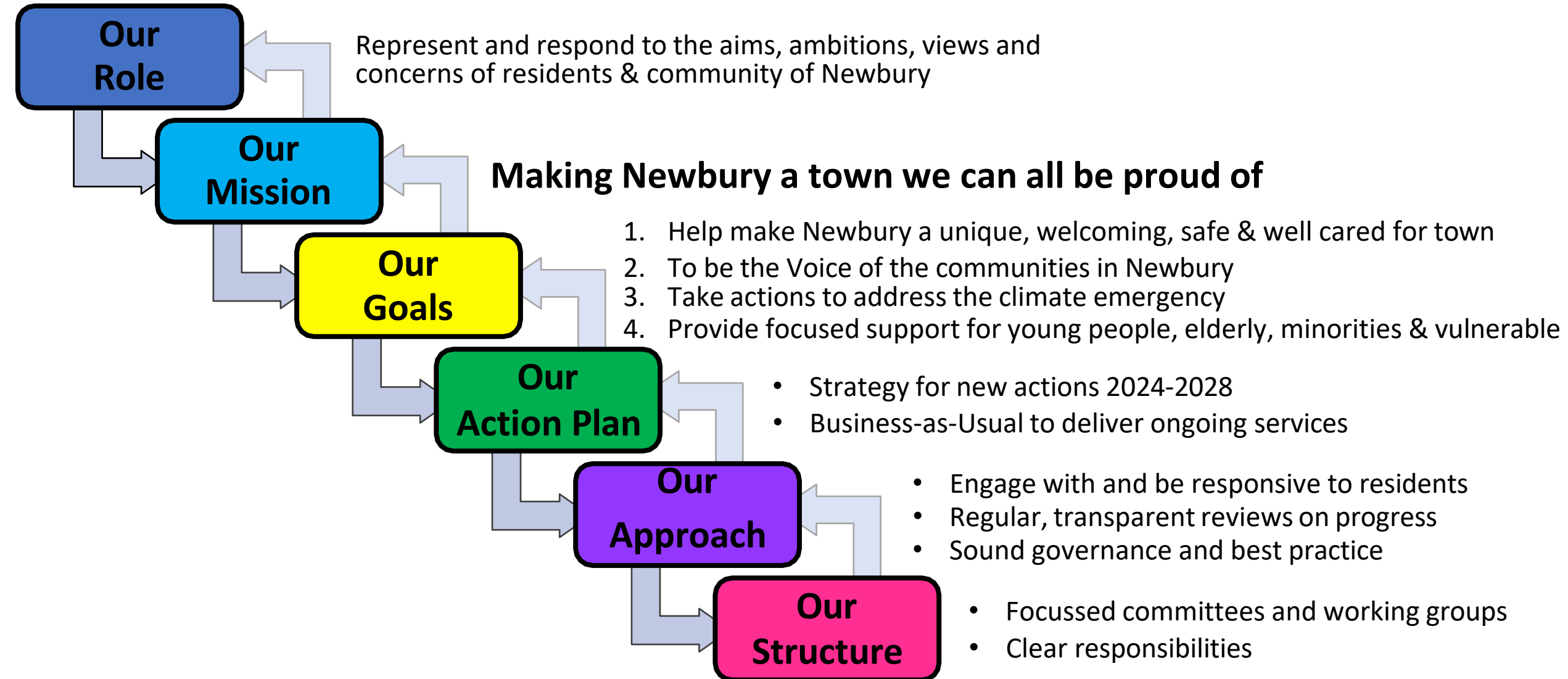
Version 3. Strategy Working Group October 2023

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

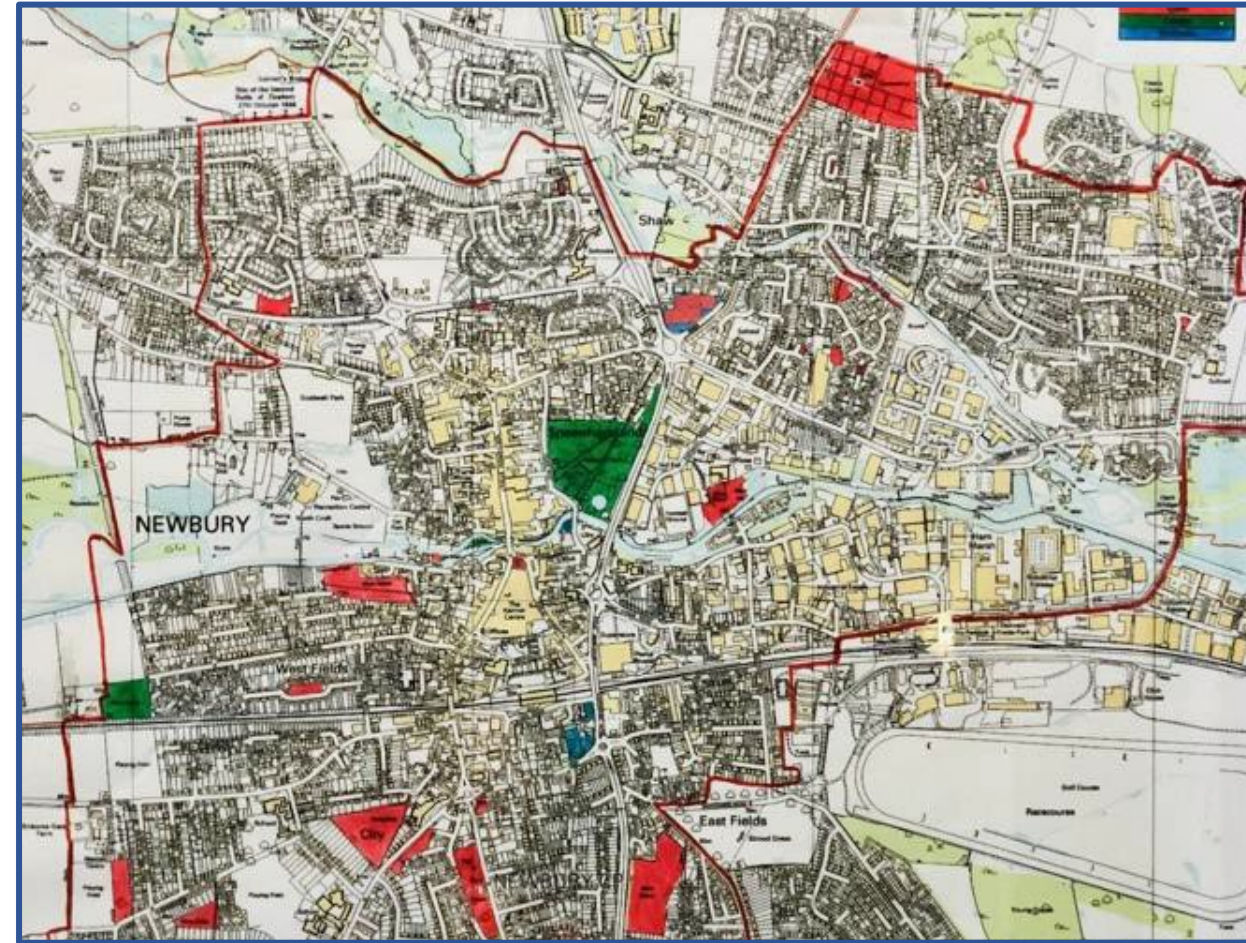
- Funded by annual Precept, developer contributions & other income

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

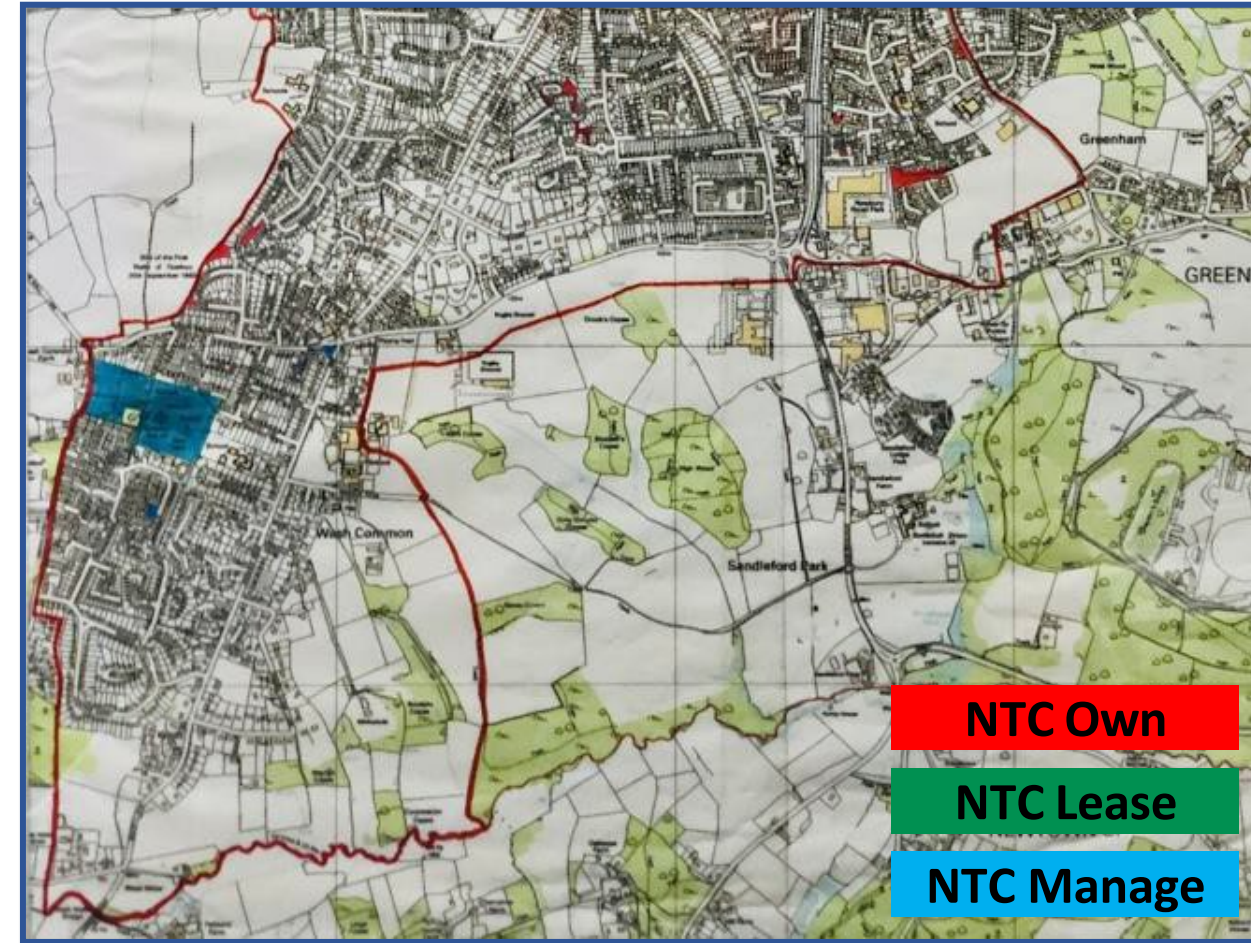
- Funded by government, council tax, business rates & other income streams

Newbury parish boundary and land we own, lease and manage

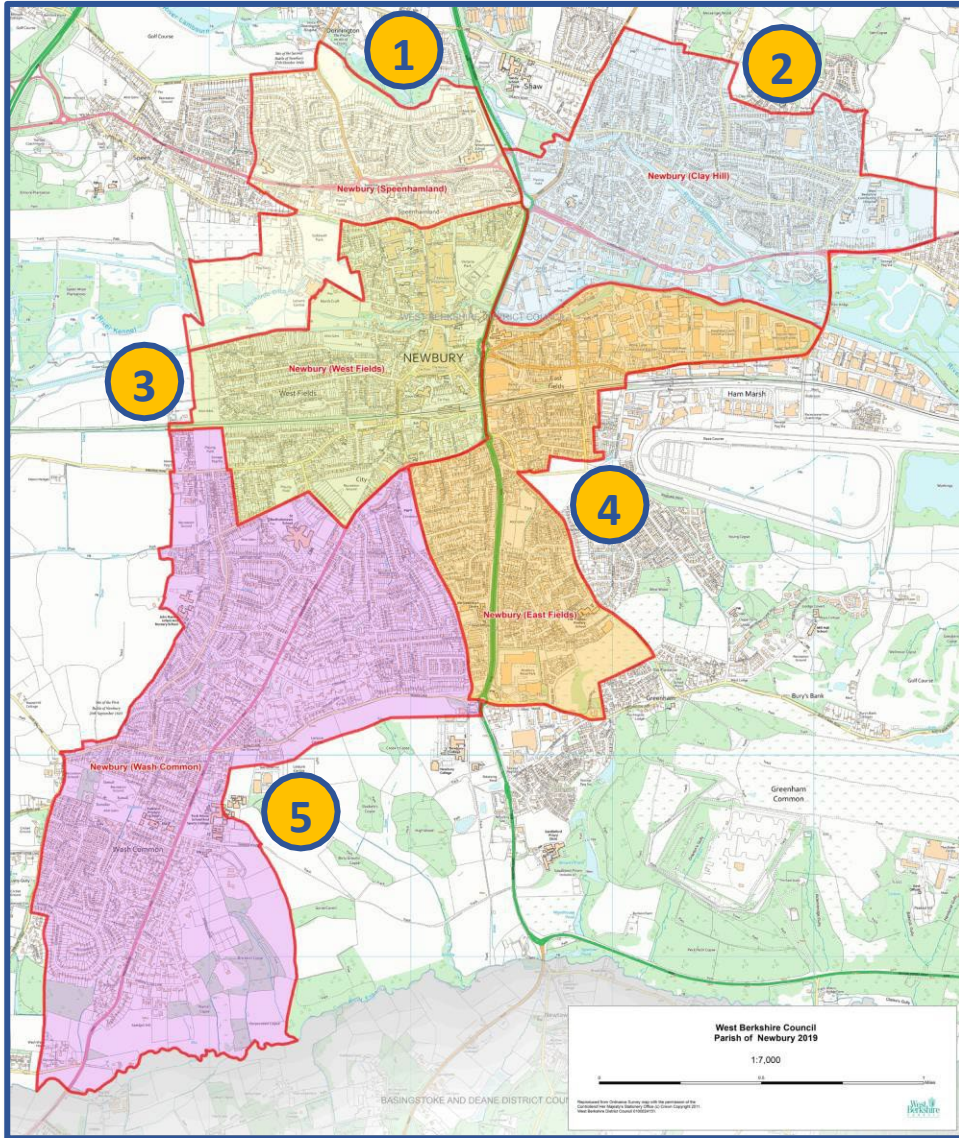
Newbury Parish – northern half



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*

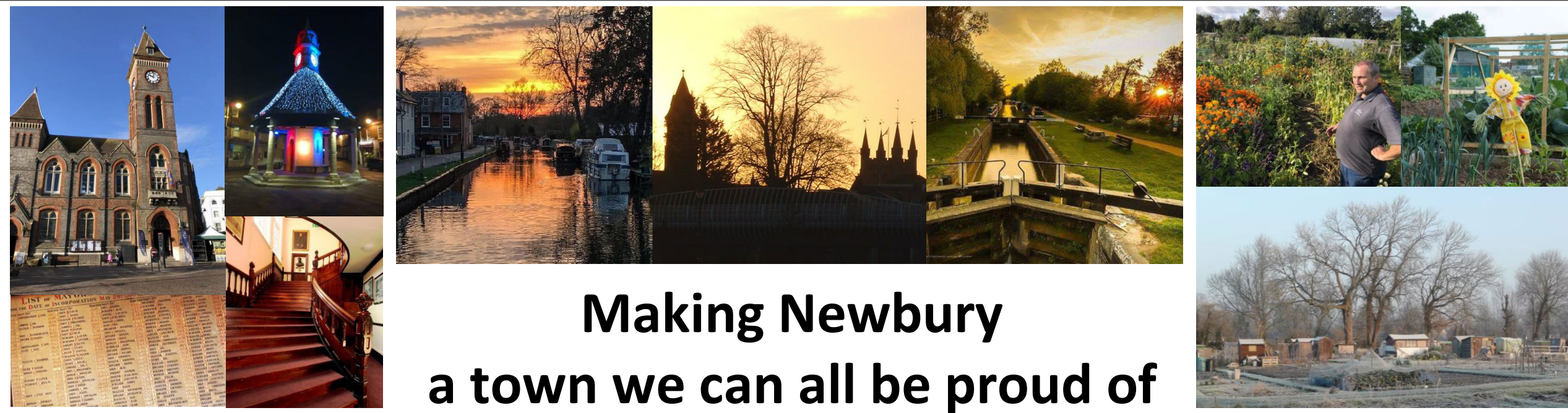
4. East Fields

- 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

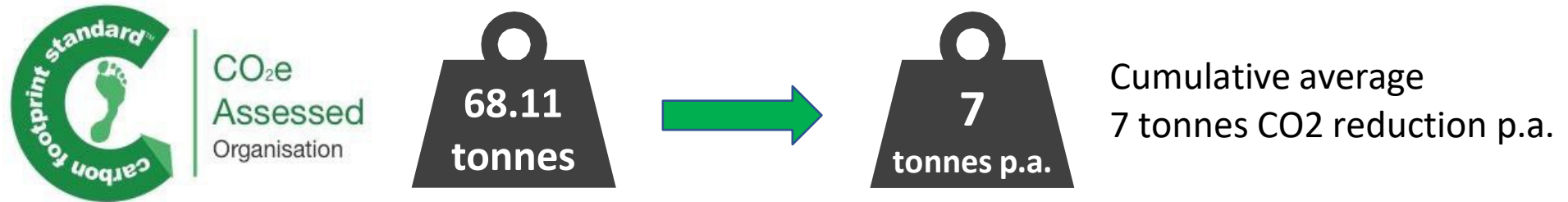
- a. Encourage participation in local democracy with particular focus on:
 - i. Encouraging under-represented sectors into local politics
 - ii. Introducing young people to local democracy and NTC; and encouraging / supporting forums for young people
 - iii. Run a community grants scheme which prioritises 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 CO2 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?*



Appendix 5

Code	Description	Income/exp	22-23		23-24			24-25
			Budget	Actual	Budget	Actual YTD	Projected	
1,120	Grants & Donations Received		0	0	15,000	472	6,000	15,000
	Total Income		0	0	15,000	472	6,000	15,000
4,045	Salary Reallocation		41,775	23,671	35,980	22,336	38,000	36,000
4,800	P & H Committee Fund		1,000	0	1,000	740	740	1,000
4,805	Heritage Working Group		3,000	401	1,000	471	1,000	1,000
4,810	Neighbourhood Development Plan		5,000	1,062	15,000	978	6,000	15,000
4,815	Signage		0	0	0	0	0	0
4,820	Canal Corridor		5,000	0	0	0	0	0 (EMR 5,000)
	Overhead Expendit		55,775	25,134	52,980	25,469	57,740	53,000

Newbury Town Council

Forward Work Programme for Planning and Highways Committee: 6 November 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
2023	
17 July	Kennet Centre Appeals
14 August	Sandleford West response <u>(23/01585/OUTMAJ)</u>
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	Review of KPI's for Planning and Highways Committee
	Send Budget and Strategy proposals to RFO