

**MINUTES OF A MEETING OF THE FULL COUNCIL COMMITTEE HELD IN THE COUNCIL CHAMBER,
NEWBURY TOWN COUNCIL, MARKET PLACE, NEWBURY ON
MONDAY 08 DECEMBER 2025 AT 7:30 PM.**

PRESENT

Councillors Phil Barnett, Vera Barnett, Jo Day, Billy Drummond, Nigel Foot, David Harman (Town Mayor, Chair), Chris Hood, Ian Jee, David Marsh, Steve Masters, Vaughan Miller, Andy Moore, Gary Norman, Elizabeth O’Keeffe, Graham Storey and Martha Vickers.

In Attendance

Toby Miles-Mallowan, Chief Executive Officer

77. APOLOGIES

Councillors Alistair Bounds, Roger Hunneman, Sarah Slack, Meg Thomas and Tony Vickers.

78. ABSENT

Sam Dibas

79. DECLARATIONS OF INTEREST

The Chief Executive Officer declared that Councillors, Phil Barnett, Billy Drummond, Nigel Foot and David Marsh who 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.

80. COUNCIL MINUTES

The Minutes were **withdrawn** due to errors and will be presented at full council on 26 January 2026.

81. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC

There were no questions received.

82. MEMBERS QUESTIONS AND PETITIONS

There were no questions received.

83. COMMUNITY INFRASTRUCTURE LEVY

Proposed: Cllr Vaughan Miller

Seconded: Cllr Vera Barnett

Resolved to allocate the £11,481.91 of Community Infrastructure Levy to the Cafe Project

84. EXCLUSION OF PRESS AND PUBLIC

Proposed: Cllr Andy Moore

Seconded: Cllr Billy Drummond

Resolved: to exclude the press and public under Section 1, Paragraph 2 of the Public Bodies (Admission to Meetings) Act 1960.

85. CEO’S REPORT

CEO’s report was **received**.

Proposed: Cllr Chris Hood

Seconded: Cllr Vaughan Miller

Abstained: Cllr David Marsh and Cllr Steve Masters

Resolved to approve the allocation of agreed Ear Marked Reserves (appendix 1) for the Cafe, Changing Places, supporting works and £3,000 to the Tree works EMR, and authorise the transfer of the remaining agreed EMR balance into a cafe contingency EMR, which may only be accessed by CEO and RFO agreement.

86. FORWARD WORK PROGRAMME FOR FULL COUNCIL MEETINGS 2025/26

The forward work programme for 2025/26 was **noted**

**THERE BEING NO OTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT
20.50 HRS**

Signature: _____ Date: _____

Appendix 1

EMR Code	Account	Amount transferred to cafe works and contingency fund
371	Town Hall Office Refurbishment	£3000
372	Audio Visual Equipment	£4500
373	Door Intercom for tenants	£2000
374	Fire Doors	£8059.65

375	Energy Conservation project Town Hall	£2500
392	CIL funds	£11481.91
415	Additional Land Maintenance	£8000
418	Shaw Cemetery land survey	£4000
419	Headstone Survey	£2000
432	Welcome to Newbury Signs	£10000
440	Portable ramp	£1745
446	Wash Common Upgrades	£15000
453	Canal Corridor	£1000
455	Market Repairs	£42
458	Water Courses	£10000
461	Youth Work	£2500
462	Welcome to Newbury Design	£2500
	Total	£88328.56