

04th March 2025

To: Cllrs: Vera Barnett, Nigel Foot, Chris Hood, Roger Hunneman, Ian Jee, David Marsh, Vaughan Miller, Sarah Slack, Meg Thomas and Martha Vickers.

Substitutes: All remaining Council Members.

Dear Councillor(s)

You are required to attend a meeting of the **Community Services Committee** to be held in the Council Chamber, Town Hall, Market Place, Newbury RG14 5AA, on **Monday 10th March 2025 at 7.30pm**. This meeting is open to the Press and Public and will be streamed and recorded via Zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/89347323473?pwd=yOeNkXphzf4nEnAqg773YytHY4FSDd.1>

Meeting ID: 893 4732 3473 Passcode: 212434

Yours sincerely,

Martin Kavanagh

Services Delivery Manager

AGENDA

1. Apologies for Absence

Services Delivery Manager

2. Declarations of Interest and Dispensations

Chair

2.1 To receive: any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.

3. Approval of previous Meeting Minutes (Appendix 1)

Chair

To approve: the minutes of the Community Services Committee Meeting held on Monday 9th December 2024.

4. Questions and Petitions from Members of the Public

Chair

Questions must be submitted to the Services Delivery Manager by 2.00 pm on Friday 7th March 2025.

5. Members' Questions and Petitions

Chair

Questions to be submitted to the Services Delivery Manager by 2.00 pm on Friday 7th March 2025.

6. NTC Playpark Strategy (Appendix 2)

Services Delivery Manager

To resolve: the proposed playpark strategy proposal from officers

7. Services Delivery Manager's Report (Appendix 3)

Services Delivery Manager

To note: the contents of the Services Delivery Manager's Report.

8. Cemetery Working Group

Cllr: Vaughan Miller

To request: officer support to the group, in delivering the objective of review future strategic options as a burial authority

9. Market Working Group

Chair

To note: the next meeting is on the 27th March 2025.

10. Temporary External Sports Provision for Falkland Primary School (Appendix 4)

Services Delivery Manager

To approve: temporary use of part of Wash Common Recreation Ground for external sports provision for Falkland Primary School during the 2025-2026 academic year.

11. Victoria Park Planned Entertainment Events (Appendix 5)

Services Delivery Manager /Caroline Edmunds

To note: The full calendar of planned events during the operational season

12. Green Spaces Working Group (Appendix 6)

Chair

To note the minutes of the Working Group Meetings of 22.01.25 & 26.02.25

13. Community Services Committee 24/25 Forward Work Programme (Appendix 7)

Services Delivery Manager

To note and invite members: to raise any additional items for consideration for the next meeting.

14. Exclusion of the Press and Public

Chair

To move 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.

15. Victoria Park Café Project Update

Services Delivery Manager

To note: the minutes of the Victoria Park Sub Committee minutes and next steps of the project and estimated timescales.

16. Next Meeting date: is Monday 14th July 2025 at 7:30 pm.

If you would like a paper copy or large print copy of this agenda, please request this from the Reception Desk at Newbury Town Hall.

**MINUTES OF A MEETING OF THE COMMUNITY SERVICES COMMITTEE
HELD IN THE COUNCIL CHAMBER, TOWN HALL, MARKET PLACE, NEWBURY
ON MONDAY 9 DECEMBER 2024 AT 7.30PM**

PRESENT

Councillors: Phil Barnett (sub), Alistair Bounds (sub), Nigel Foot, Chris Hood, Ian Jee, Vaughan Miller (Chairperson), Sarah Slack, Graham Storey (sub) and Martha Vickers.

In Attendance

Toby Miles-Mallowan, CEO

Martin Kavanagh, Services Delivery Manager

Caroline Edmunds Community Services Officer

Tina Sukhatska, Community Services Officer

1. APOLOGIES FOR ABSENCE

Cllrs Vera Barnett (Phil Barnett substitute), Meg Thomas, Roger Hunneman (substitute Alistair Bounds), David Marsh (substitute Graham Storey).

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

The Services Delivery Manager declared that Councillors Phil Barnett, Nigel Foot and 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

PROPOSED: Councillor Martha Vickers

SECONDED: Councillor Nigel Foot

RESOLVED: That the minutes of the meeting of the Community Services Committee held on Monday 16 September 2024 are approved and signed by the Chairperson.

4. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC

There were none.

5. MEMBERS' QUESTIONS AND PETITIONS

Cllr Sarah Slack asked if the Town Council should consider erecting extra signage regarding water safety as we are hoping to be adding feeding stations for ducks/swans at The Wharf.

Chief Executive's response:

We can explore placing signage along areas of pathway (under NTC jurisdiction) that run alongside the canal/rivers, and we can also bring this to the attention of other authorities (the Canal & River Trust) who have jurisdiction along the waterways in Newbury.

6. REVIEW OF COMMUNITY SERVICES PROJECTS 2025/26 BUDGET

PROPOSED: Cllr Martha Vickers

SECONDED: Cllr Sarah Slack

RESOLVED: To present the Budget provision (noted for this Committee) 2025/26 including recommendations detailed in Appendix 2 of the Agenda to the Policy & Resources Committee on 20 January 2025 with the addition of:

Adding a request for £2,000 for larger goals for the football pitch at Victoria Park (should a request for grant funding not being forthcoming).

7. SERVICES REVENUES FOR 2025/26

PROPOSED: Cllr Vaughan Miller

SECONDED: Cllr Graham Storey

RESOLVED: To approve the 2.6% increase for Cemetery charges as details in Appendix 3.

PROPOSED: Cllr Martha Vickers

SECONDED: Cllr Ian Jee

RESOLVED: To approve the 2.6% increase for Charter Market charges as details in Appendix 3.

PROPOSED: Cllr Vaughan Miller

SECONDED: Cllr Alistair Bounds

RESOLVED: To approve the Football pitches to be charged as listed below from 2025/26:

£77 for adult games

£26 for full pitch or two 5 a side pitch

£15.50 for single small pitch 7 a side pitch

Cllr Phil Barnett left the meeting at 20:55

PROPOSED: Cllr Sarah Slack

SECONDED: Cllr Ian Jee

RESOLVED: To adopt concessionary rates for the Allotment Rents from 2026/27 as detailed in Appendix 3.

PROPOSED: Cllr Vaughan Miller

SECONDED: Cllr Martha Vickers

RESOLVED: To increase the allotment rent for 2026/27 for Newbury Parish Residents from **52p** per sq. metre to **53p** per sq. metre, equivalent to **£13.25** per pole.

PROPOSED: Cllr Martha Vickers

SECONDED: Cllr Nigel Foot

RESOLVED: A working group involving Officers and allotment tenants, associations and allotment stewards, is set up to review and recommend allotment rents and review an Allotment Strategy for Newbury.

8. VICTORIA PARK CAFÉ PROJECT UPDATE

The minutes of the Victoria Park Sub Committee and next steps of the project and estimated timescales were noted.

PROPOSED: Cllr Graham Storey

SECONDED: Cllr Nigel Foot

RESOLVED: To approve a payment of £567 for the planning application.

9. SERVICES DELIVERY MANAGERS REPORT

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

It was noted that John O'Conner Grounds Maintenance should be commended for the great work they are doing looking after the Town Council's land.

10. CEMETERY WORKING GROUP

PROPOSED: Cllr Nigel Foot

SECONDED: Cllr Ian Jee

RESOLVED: To form a working group to review the future strategic options as a burial authority.

Members volunteered: Cllr Vaughan Miller & Cllr Sarah Slack.

It was agreed that Cllr Meg Thomas and Cllr Roger Hunneman would be invited.

11. MARKET WORKING GROUP

The minutes of the Market Working Group of 19 September 2024 were noted.

12. GREEN SPACES WORKING GROUP

The minutes of the Green Spaces Working Group since 10 September 2024 were noted.

The Committee thanked Newbury Town Council's Parks & Open Spaces Supervisor James Heasman for his organisation of the year's events, and all of the volunteers who have taken part in the numerous volunteer events throughout the year.

13. VICTORIA PARK ADVENTURE GOLF

PROPOSED: Cllr Nigel Foot

SECONDED: Cllr Sarah Slack

RESOLVED: To agree the proposed lease renewal for the Adventure Golf facility for a five-year term with a mid-point rent review based on CPI.

14. COMMUNITY SERVICES COMMITTEE 24/25 FORWARD WORK PROGRAMME

The Forward Works Programme was noted with the addition of the single use plastics charter and the use of Victoria Park for commercial events (in particular hot air balloon use).

15. NEXT MEETING DATE MONDAY 10 MARCH 2025

The date of the next meeting was noted.

THERE BEING NO OTHER BUSINESS, THE CHAIRPERSON THANKED ALL THOSE IN ATTENDANCE AND DECLARED THE MEETING CLOSED AT 21:49.

Public Report to Community Services Committee

10 March 2025

Agenda Item 6: NTC Playpark Strategy

NTC Strategy

- 1 – Help make Newbury a unique, welcoming, safe, and well cared for town.
 - A. Provide outstanding parks, playgrounds, and public spaces.

Current Position

NTC have 17 play park sites, 2 play parks are no longer fit for purpose.

Several of the remaining NTC play parks are approaching the end of their useful lifespan, with estimated replacement costs of £116k for Christie Heights and £137.5k for Hamilton Court, based on current values. Please refer to spreadsheet attached for the cost breakdown for the remaining 15 play parks.

Strategy Proposal

We are proposing a strategy based on timelines 0-3, 4-7 and 8-20 years to ensure that we remove any financial shocks and appropriate funding to enable us to continue to provide outstanding parks, playgrounds, and public spaces.

In years 0-3: Funding required during this administration estimated at £423,000.

No. of parks: 3. To close and reuse assets removed, thereby improving both Dickens Walk and Bodin Gardens.

In years 4-7: Funding required estimated at £897,360.

No of parks: 3. To replace Blossoms Field (old Park) £167k, Cresswell Rd £112k and Victoria Park 618k (in year 6).

In years 8-20: See summary totals for costs.

No. of parks: 8. To replace assets on their due date with funding direct from the EMR.

EMR Funding

Funded from future EMR contributions assuming £150,000 pa deposit into the fund from FY 26/27. Without the closure of the 2 playgrounds highlighted, this figure will be £162,500 pa.

The above figures assume rationalisation of two parks with their salvageable parts used to improve Dickens Walk and Bodin Gardens at Greenham in the near term. If not to re-instate would require funding of approx. £253,500 to bring the two sites identified back into service.

Services Delivery Manager Report March 25

Community Services Maintenance Vehicle

Following a meeting of 4.3.25 with WBC & Volker with us, we will get access to the area of the wharf we need to fit our dedicated charging point for the vehicle during the next financial quarter. We may have our two car parking spaces available very soon.

Grounds Maintenance Contract

The contractor continues to meet all Key Performance Indicators (KPI's) and officers have regular monitoring meetings to ensure standards are consistently met. We are particularly pleased to report our waste and recycling figures for the last three months is slightly higher at 78.4% v 75.6% last time. This figure would equate to 90%+ of our recyclable materials being recycled.

Football Pitches & Changing Rooms at City Recreation Ground and Wash Common are currently suffering from the significant rainfall we have endured over the last three months including two significant storms. This has led to the pitches on occasion being deemed unplayable. **Victoria Park** pitch is faring better with CSA 07 continuing to play there every week. Sadly, the reduced number of teams in the Leagues has reduced demand elsewhere with one regular booking at City Recreation ground and one at Wash Common.

Dog Walker Posters , polite request for Wash Common and footway notice for existing bins

Vandalism

Victoria Park

Regrettably, assets in Victoria Park continue to be vandalised. We have taken steps to deter vandalism,

We have fitted a more robust anti-vandal steel door and frame to the air raid shelter, which is colour matched to blend in with the Café door colour scheme.

We also removed the Ivy which was being used as a means of access to the flat roof of the air raid shelter. Sadly, this has not deterred the vandals and we have had further roof damage to Kiosk in February, which is now fenced off as a safety precaution as a result of the severity of the roof damage.

City Recreation Ground

On a more positive note, since we replaced the changing room doors, with the anti -vandal doors at City Recreation Ground we have had no further break in attempts.

Graffiti

Generally across most of our recreational assets we have noticed a significant increase in graffiti in February.

The Wharf Car Park and the Peace Garden,

WBC contractors have stalled currently due to the intervention of the Environment Agency, however the dry side – landscaping flower beds and new resin pathways still are progressing. (See note above,

vehicle charging point). The question of devolvement negotiation process of the completed wharf area to NTC following the upgrade looks to have stalled and we continue to encourage WBC to engage with us on this process. On a more positive note following today's site meeting we may gain one further car parking bay.

Victoria Park Tennis Courts

In the next few weeks we will be refreshing the playing surface, by deep cleaning and re lining the courts, in readiness of the season. The was carried over from last year.

Other seasonal works,

The parish grit bins, top up /refills are completed and a stock of additional de-icing salt is in stock should a further refill be necessary

Town Hall

Roof structure

We anticipate the current scaffolding in the civic staircase will remain for another two months. Apologies for this inconvenience and as soon as we can, we will remove the scaffolding. In summary we have three key areas of external repairs,

- structural main beam and ancillary supports from it x 5 need repair or replacement in some cases (this will need at least one further large section of the roof to removed)
- Remediate the wet rot discovered on the south section of the roof, and make good the defective roof area due to missing roof tiles
- Run off channels (gullies) to the south side of the roof, we discovered evidence of water ingress over several meters of the roof, including defective wooden batons supporting this section of the roof gullies, we are looking to replace these and improve the structural integrity of the batons.

Additional external scaffolding will be required and these we anticipate being erected in around 4 weeks (subject to cooperation from our neighboring building landlords, CEO met with the key landlord on 04.03.25 to progress this.

Internal repairs

Following the main beam structural repairs, we plan to make good, the decorations to the civic staircase ceiling and refit our inspection panel and make good. The safety checks to chandelier and low energy light bulbs have been fitted in readiness for the refit.

Funding of these repairs will be from the existing EMR and should not have an impact on the precept.

Leased suites

Two of the leased suites leases are not being renewed by the sitting tenants, and one new potential lessee's are viewing this week. The other is let the new tenant will take over in April. This tenant is NTC.

Shaw Cemetery

Following the recent opening up of a new section and subsequent marking out. The immediate pressure for additional burial land has alleviated we estimate we have between 5 to 6 years of capacity (assuming current demand levels remain the same and the trend for more cremated

remains continues to increase). We will carry out ground sampling on both this section and indeed the section on the opposite side of the cemetery with suspected contaminants in one or two areas.

Newtown Road Cemetery

A burial vault from the mid 1800 hundreds has collapsed to reveal a 10'by 5 'cavity. We are working to find relatives of the deceased before NTC carrying out any remedial works. We have, however, made the area safe and will fit a temporary lid to close the vault once again as a safety precaution. The Chapel has had external remedial works completed to the structure to prevent further penetrating damp

Newbury Market Working Group

See Agenda Item 11

The last meeting had to be rescheduled from 20.02.25 to 27.03.25

Working Group Requests

CESC Events Charter (Single Plastics Use)

Following the adoption of the Charter at the March CESC meeting the role out of the Charter will start with the Charter Market in March 25.

Family Fun Day in Victoria Park (Keep The Date)

One for your diaries, please note the is to be held on SUNDAY 1st JUNE 2025. As you may already know this event can only take place with member assistance on the day. Thank you to all the members who have already confirmed their availability, however, we need more member involvement to ensure the event can proceed, so please check your diaries and revert to Caroline Edmunds in Community Services. caroline.edmunds@newbury.gov.uk before 17th March at the latest please.

Temporary External Sports Provision for Falkland Primary School

1.0 Purpose of the Report

This report seeks approval from Newbury Town Council for temporary use of part of Wash Common Recreation Ground for external sports provision for Falkland Primary School during the 2025-2026 academic year.

2.0 Background

West Berkshire Council has received planning consent, for their proposed improvement programme at Falkland Primary School, in Newbury. The project, planned to commence in July 2025 and complete in the summer of 2026 will replace two existing single storey buildings and storage sheds with a new two-storey modular structure and other external improvement consisting of:

- Eight new classrooms with improved teaching facilities,
- Improved electricity plant room to increase the school's energy efficiency.
- Improved drainage which will allow the school to make better use of external play facilities.
- A new netball court and associated hard and soft landscaping.
- Alterations to the car park

To allow the school to remain fully operational throughout the construction period, the existing two single storey buildings will continue to be used as teaching spaces while the new building is constructed on the site of the netball court and soft landscaping area. Once the new building is completed the old structures will be demolished and a new netball court built in this area.

This phased programme mean that Falkland School will lose most of their external sports provision for the duration of the project and therefore need to consider an alternative location for delivery external sports.

3.0 Alternative Temporary External Sport Provision

The School, working in partnership with West Berkshire Council and officers at Newbury Council have considered a number of alternative locations; these include other local schools and sports clubs in the area, however, travel time to these sites will significantly reduce the amount of time available for sports activities and are not seen as realistic options.

The preferred option is to use part of Wash Common Recreation Ground as temporary external sports provision for the duration of the construction period, which will be from week commencing 1st September 2025 to week ending 24th July 2026.

The proposal request that Newbury Town Council permits Falkland Primary School the use of a small-sided pitch within the main football pitch on the recreation ground as temporary external sports provision. The area requested for use is outlined in Figure one below and will only be used between 1.00pm and 3.00pm Mondays to Fridays during school term time.

Figure 1 – Proposed are for use by Falkland School at Wash Common Recreation Ground



4.0 Additional Considerations

In support of the proposal both Newbury Council and West Berkshire Council have reviewed their insurance policies to ensure there is cover for this element of external provision.

The school will be responsible for undertaking a risk assessment and putting in place an action plan to ensure children are safe guarded at all times while on the Recreation Ground.

Newbury Council will continue daily cleaning of the Recreation Ground, but all health & safety issues will be the responsibility of the school.

EVENTS FOR VICTORIA PARK BOOKED FOR 2025

APPENDIX 5

EASTER HOLIDAYS 5 - 20 April	TBC	Hebborns Family Funfair
Saturday 12 April	12:30	Newbury and District Branch of Parkinson's UK
Friday 2, Sat 3, Sunday 4, Monday 5	TBC	Newbury Inflatables
Sunday 4 May	3-5 pm	Wroughton Silver Band
Thursday 8 May	7 - 10pm	VE Day Beacon/Brazier lighting event
Saturday 10 May	TBC	RBL VE Day & NTC & SCOUTS
Sunday 11 May	3-5 pm	The Tadley Band
Saturday 17 May	TBC	Newbury Plastic Free event on the Pond – 'Surfers Against Sewage'
Sunday 18 May	3-5 pm	Royal Wootton Bassett
Sunday 25 May	3-5pm	Beenham Wind Orchestra
Sunday 1 June	12 - 4pm	NTC Family Day Event
Sunday 1 June	3-5pm	Watership Brass
Sunday 8 June	3-5pm	Cove Brass
Saturday 14 June	TBC	Newbury Road Club Event
Sunday 15 June	3-5pm	Hungerford Town Band
Sunday 22 June	3-5pm	Basingstoke Silver Band
Friday 20, Sat 21, Sun 22 June	TBC	Newbury Inflatables
Sunday 29 June	3-5pm	Jubilee Brass Band
Thursday 3 July	9am - 12 noon	Castle School Performance
Sunday 6 July	3-5pm	Tadley Concert Brass
Saturday 12 July	TBC	Newbury Pride Event
Sunday 13 July	3-5pm	Blue Sky Big Band
Sunday 20 July	3-5pm	Blewbury Brass Band
Sunday 27 July	3-5pm	East Woodhay Silver Band
Saturday 2 to Sunday 17 August TBC	TBC	Hebborns Family Funfair
Sunday 3 August	3-5pm	Ramsbury Silver Band
Sunday 10 August	3-5pm	Phoenix Brass
Sunday 31 August	3-5pm	Cold Ash Brass
Sunday 7 September	3-5pm	Watership Brass
Sunday 14 September	3-5pm	Abingdon Town Band
Sunday 21 September	3-5pm	Oxford Cherwell
Sunday 28 September	3-5pm	Pangbourne Band

Newbury Green Spaces / in Bloom Working Group
22nd January 2025 6.30 pm

DRAFT Minutes

Present: **Councillors:** Ian Jee, Sarah Slack Via zoom, Graham Storey, Vaughan Miller.

Members: David Fenn, Susan Millington, Tony Hammond, Sukey Russel Hayward.

Apologies. Cllr David Marsh, Cllr Martha Vickers, Fran Lawton,

1. Minutes

Minutes of 11th December 2024 were approved

2. In Bloom Update

Agenda items Updated and or held over from the last meeting.

a) NIB 2025

The group agreed to a launch date for Newbury in Bloom of the 10th March.

Action- James to arrange PR for promotion and distribution of Posters.

Sukey to redesign application pack and Poster for new campaign.

The group agreed to continue with the current categories for the coming campaign. With the presentation evening to continue to be in September and judging week scheduled for the week of the 23rd June.

Action- James to speak with John O Conner about sponsorship for presentation evening and book date as soon as possible.

The new lay members were discussed by the group due to Paul Barker and Jon Gage leaving. James was still exploring some leads in regards to this and that Emma the new head gardener at Highclere Castle was willing to help with judging as an expert. But I was not willing to join the group fully this year.

b) T&CIB route plan and next steps

James explained that the first of many route walks would be taking place on Friday 24th January to start putting work lists together to improve areas along the route. Working group members noted the leave time to attend.

c) T&CIB open evening feedback

The group felt that the evening had been very successful in communicating what was needed for a successful entry into Thames and Chiltern in Bloom. Everyone invited seemed to be keen to be involved in the route.

Action- James to follow up with one participant who was not in attendance to check they wish to be part of the route before next meeting.

3. Wildflower seeding St Georges Avenue.

The group agreed this volunteer event will take place on Saturday 22nd March, Susan and Sukey agreed to promote the event through the Nature corridor promotions and the Westfields community matters group.

Action – James to progress works needing to be undertaken by external contractors to strip the turf.

4. Green fest 5th April

Susan explained to the group that Green Fest was an event being held at St Barts School on the 5th April. The group agreed that the Green Spaces Working Group would like to have a stall at the event to showcase the councils environmental work and contributions to Biodiversity.

The Group requested officer support for the day and the potential of James doing a talk in regard to the council.

Action – James to request his attendance as officer support for the day to the Services Manager.

5. Newbury Nature Corridor

Susan explained that there had not been many developments in the last month but there was lots planned for the spring such as the joint project for the wildflower meadows in St Georges Avenue.

6. Secret Garden Project Update

Sukey also said that the project was dormant at the moment but they were due to restart there volunteer days in February. They planned to add some new wildflower sections this year, do some pruning to the Apple tree on Lock Island, a planting area

for dye plants to relate to the town's involvement in the cloth trade, mulching and bat boxes.

7. Growing Newbury Green Update

Tony Explained that the wassailing event at City Rec had been well attended. Sarah had been to the event and commented on how fantastic it was. The next pruning event was scheduled for the 15th February at Barns Crescent. Also Tony offered the opportunity for places to the group on his next grafting workshop on the 26th February.

Date of next meeting
26th February 2025

Meeting Closed at 8.30pm

James D Heasman
Parks and Open Spaces Supervisor

Newbury Green Spaces / in Bloom Working Group
26th February 2025 6.30 pm

DRAFT Minutes

Present: **Councillors:** Ian Jee, Sarah Slack Via zoom, Graham Storey, Vaughan Miller.

Members: David Fenn, Susan Millington, Tony Hammond, Sukey Russel Hayward.

Apologies. Cllr David Marsh, Cllr Martha Vickers, Fran Lawton,

8. Minutes

Minutes of 11th December 2024 were approved

9. In Bloom Update

Agenda items Updated and or held over from the last meeting.

a) NIB 2025

Launch was discussed which is on track for the 10th March, James had received confirmation that John O Conner Ltd would sponsor the presentation evening again this year.

Note – Group wished to pass their thanks onto John O Conner for their continued support.

The provisional booking of the corn exchange on the 10th September was discussed and confirmed.

All other sponsors had also agreed to continue this year.

Group discussed the designs that Sukey had put together for this years application pack and poster and agreed to proceed with these as the promotion design. The chair thanked Sukey for the work she had put into updating the design.

d) T&CIB

Ian James and Richard from John O Conner, walked the route shortly after the last meeting. Many areas of graffiti were identified along the route amongst some other areas that needed horticultural attention. Some of these areas are being addressed by NTC but WBC will need to be contacted in relation to areas that they are in control of.

Action- James to contact WBC to find out what support can be given by them on there areas on the run up to the event.

The entry into Thames and Chiltern in Bloom had been submitted, relationship between the GSWG and the groups involved on the route was discussed and it was agreed that officers would send a catch up email to those involved on the 10th March when the entries open for Newbury in Bloom and that a coming together meeting should be arranged in April/May when the judging date has been received by the council.

Sukey offered to support with the videos that are to be done at the Lower Raymond Almshouses and the Hospital Garden.

Action – James to email Lower Raymond Almshouses and the Hospital Garden to arrange dates in June to visit and do the promotional films.

10. Wildflower seeding St Georges Avenue.

James gave an update on the removal of the turf needed for the seeding at St Georges Avenue, The quoting had been undertaken and John O Conner Ltd would be undertaking the removal ready for the seeding on the 29th March.

Susan asked whether she could do a germination test on the wildflower seed left over from last year and James agreed to provide a sample for her to undertake the test.

Susan had produced a promotional flyer for the event and planned to do a letter drop on the 22nd to the residents in the surrounding area to tell them about the seeding.

Note – The chair thanked Susan for producing the flyer to promote the event.

11. Green fest 5th April

Officer support had been agreed for the day with the Parks and Open Spaces Supervisor arranged to attend. The council had subsequently booked a table at the event.

The focuses for the boards were to Centre around the council and Newbury in Bloom agenda with the main focus on the Biodiversity improvements, community involvement, Newbury in Bloom. With a side focus of the councils environmental schemes, the climate change working group agenda and environmental policy such as no glyphosate use on NTC land.

James to book an afternoon in the Elsie Kimber Room with group members prior to event to arrange the boards. Various group members offered their assistance with helping to put this together.

12. Newbury Nature Corridor

Susan explained that the nature corridor is expanding and now reaches into Speen in the North and St Gabriels school in the South. The group has been heavily focusing recently on supporting John Rankin in the progression of the garden areas. David Marsh told the group that himself and Cllr Abbs of West Berkshire Council had undertaken a successful members bid at West Berkshire Council for £20000 to improve the wild areas of St Barts School within the nature corridor area.

Action – James to follow up on John O Conner mulching the trees planted at Fifth Rd Playground this winter.

13. Secret Garden Project Update

The Secret Garden Project has now launched again for this year with their first volunteer day on the 18th January. They had a busy day with Graffiti removal and undertaking cutting back of shrubs and perennials for the new season.

They await the installation of the new Duck Feed dispensers which James said would imminently be arriving.

14. Growing Newbury Green Update

Tony was unavailable for the meeting but sent a written update in regards to the recent events run by Growing Newbury Green including the pruning event at Barns Crescent which was well attended and they also undertook additional preparation for their part of the Thames and Chiltern in Bloom route.

They also had another very well attended grafting workshop on the 25th February where all went away with hopefully successfully grafted trees.

Date of next meeting

26th March 2025

Meeting Closed at 8.30pm

James D Heasman
Parks and Open Spaces Supervisor

Projected additional Works Programme for Community Services for the Municipal Years 2024/25

Meeting Date	Subject
Community Services Committee Meetings	
Scheduled Committee Business	
8 th April 2024	<p>Allotment Survey Review</p> <p>Newbury Town Hall : Solar Project</p> <p>VP Streetlight Upgrade (see Agenda item 9 appendix 5)</p> <p>GSWG Review members, substitute member nomination and lay member composition</p> <p>To approve the GCWG Expenditure Proposal for FY 24/25</p> <p>Recommendation to receive a presentation regarding the Lockdown woods wildlife corridor by Susan Millington of GSWG</p> <p>WC Rec / Allotments progress drainage, footpath repairs/upgrade, info boards and HE exclusion zones.</p>
Recommendation: To note and agree any other items that Members resolve to add to the Forward Work Programme	
Suggested Forward Plan	
22 nd July 2024	<p>Newbury in Bloom update</p> <p>Green Flag Improvements</p> <p>GM Contract update</p> <p>Green Fest in Victoria Park update – more information required?</p> <p>Wash Common Consultation update Phase2 – progress report.</p> <p>Nightingales project plan now linked to Playgrounds investment update – Post Annual External Inspection</p> <p>Fencing Victoria Park play area. Annual Review</p> <p>PV Solar Panels to Town Hall Roof project update</p> <p>Hutton Close, next steps following flower beds and tree planting</p> <p>Any Working Group Requests</p>
Recommendation: To note and agree any other items that Members resolve to add to the Forward Work Programme	
Suggested Forward Plan	
16 th September 2024	<p>GM Contract update</p> <p>Update Cemetery Land Issues</p> <p>Wash Common Consultation update Phase 2 – progress report.</p> <p>Nightingales project plan/ Playgrounds Update – now part of budget review report available early October.</p> <p>Salt bin rationalisation assessment</p> <p>Any Working Group Requests</p> <p>VP Adventure Golf Update</p> <p>VP Tennis Update</p> <p>VP Football Strategy and Facilities</p> <p>FY 25/26 Budget prepare wish list for consideration</p> <p>Winter Flood Risk and Riparian Rights and Obligations Current Status</p> <p>Café Update</p> <p>PV Solar Panels to Town Hall Roof project update</p>
Recommendation: To note and agree any other items that Members resolve to add to the Forward Work Programme	

Suggested Forward Plan

9th December 2024

FY 24/25 Complete Budget for P&R Review / Approval _done Agenda item
 VP Kiosk/Cafe update -done
 Asset Management Draft plan (10-year strategy paper) C/F to mar 25
 Update Cemetery Land Issues - done Agenda item 10
 Peace Gardens / Wharf – Transfer arrangements with WBC – done as far s
 possible
 Any Working Group Requests - done
 Community Services KPI's update – C/F to mar 25
 Nightingales project plan/ Playgrounds Update - C/F to mar 25

 VP Adventure Golf Update - done
 VP Tennis Update – data only just received from Tennis Group
 PV Solar Panels to Town Hall Roof project update – done See SDM Report
 Soil sampling of Shaw cemetery

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

Suggested Forward Plan

10th March 2025

VP Tennis Update – data only just received from Tennis Group in Dec 24
 Asset Management Draft plan (10-year strategy paper) C/F to mar 25
 Community Services KPI's update – C/F to mar 25
 Nightingales project plan/ Playgrounds Update - C/F to mar 25
 Update Cemetery Land Issues continue to support the working group to its
 outcome
 Town Hall Survey report action plan for red items
 Ensure contactless payment system in place for the wharf toilets
 Support the Officers & CEO office move
 Continue to support the CESC towards carbon net zero target for 2030
 CESC Ask , Consider the recommended Single use plastics Charter for events
 Virgin Balloons cessation?

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

Martin Kavanagh
 Mar 2024