

**MINUTES OF A MEETING OF VICTORIA PARK PROJECTS SUB-COMMITTEE (VPPSC) HELD IN THE ELSIE KIMBER ROOM, NEWBURY TOWN HALL, MARKET PLACE, NEWBURY ON MONDAY 05<sup>TH</sup> JANUARY 2026 AT 7.30PM.**

**PRESENT**

Councillors: Roger Hunneman (Chairperson), Vaughan Miller, Graham Storey, Meg Thomas & Martha Vickers. Including Gary Norman (observing capacity).

**IN ATTENDANCE**

Martin Kavanagh SDM

Neil Cook - Aero Consulting (PM)

**1. APOLOGIES FOR ABSENCE**

None

**2. DECLARATIONS OF INTEREST**

The Services Delivery Manager declared that Councillor Martha Vickers who is also a Member 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. MINUTES**

**PROPOSED:** Councillor Miller

**SECONDED:** Councillor Storey

**RESOLVED:** That the minutes of the meeting of the Victoria Park Projects Sub-Committee held on Monday 3<sup>rd</sup> December 2025, be approved, and signed by the Chairperson.

**4. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC**

There was one member of the public on behalf of Park Run raised a question and representation on behalf of Park Run and potential mitigations for the current grounds, target cancellation lead times (Thursdays AM) and safety issues. Members thanked the Park Run representative for their input to this meeting. **Action SDM** to re -circulate the document.

**5. MEMBERS' QUESTIONS AND PETITIONS**

There were none.

**6. CAFÉ PROJECT UPDATE**

Committee **received** the project update from Neil Cook, project plan (Gant chart) from MASPACE. It was **noted** that this chart needs further revision ensuring the revised windows supply date is included. Further the PM agreed to produce a Completion plan from here simply focussing on the outstanding works and timescales covering the final weeks of the programme to handover back to NTC and commissioning to add further clarity to the reporting.

Pergola frame colour and retractable roof colour instruction to the supplier required.

**PROPOSED:** Cllr Storey

**SECONDED:** Cllr Miller

**RESOLVED:** That the frame colour to be the same RAL colour match as the window and door frames and the fabric roof to be Ivory in colour swatch ref PRG111.

## 7. CAFÉ PROJECT BUDGET MANAGEMENT

Committee received a verbal update from the PM & SDM on the budget. The committee asked that their thanks be noted and communicated to the CEO in particular for securing a grant towards the delivery of the new changing places facility. Also to recirculate documents of 4<sup>th</sup> December to members. **Note** a deadline of 4<sup>th</sup> February 2026 for the completed café operator lease agreement and legals sign off. **Action SDM.**

## 8. PARKRUN

Parkrun in Victoria Park update was covered in the responses to the mitigations issues in Agenda item 4. The commitment to work to find further mitigations and look at best practices of other Council Park Runs and report back in February. Further input from Cllr Miller was also **noted** regarding route potential changes and will update the meeting of progress at the next meeting.

In the meantime, the current suspension of Park Run will continue until the next review in February. As agreed at the last committee meeting.

## 9. FORWARD WORK PROGRAMME

The Programme was **noted** however the committee agreed to meet at two weekly intervals from here as we approach the final weeks of the project and ask that this be reflected in the programme.

## 10 NEXT MEETING

The next meeting is proposed for **Tuesday 20th January 2026 at 3pm** (subject to a suitable venue being available and not now Wednesday 4<sup>th</sup> February 2026 as Agenda item 10 of the Agenda. **SDM to confirm 20<sup>th</sup> January meeting once a venue is secured.**

THERE BEING NO OTHER BUSINESS THE CHAIR DECLARED THE MEETING CLOSED AT 21:10.