

**Minutes of a meeting of the Civic Pride, Arts, & Culture Committee held in the  
Council Chamber on Monday 30 June 2025 at 7.30pm**

**Present:** Councillors David Harman, Chris Hood, Vaughan Miller (sub), Gary Norman, Sarah Slack (sub) and Graham Storey.

**Officer Present:** Joanna Aylott (Civic Services Manager)

**1. Appointment of Chair for the Meeting**

As both the Chair and Vice-Chair were absent, it was proposed that another Councillor be appointed to chair the meeting.

**Proposed:** Cllr Vaughan Miller

**Seconded:** Cllr David Harman

**Resolved:** That Cllr Gary Norman be appointed to chair the meeting.

**2. Apologies**

Councillors Jo Day (substitute Vaughan Miller), Andy Moore (substitute Sarah Slack), Phil Barnett, Vera Barnett, Billy Drummond and Nigel Foot.

**3. Declarations of Interest and Dispensations**

There were no declarations of interest or dispensations in relation to West Berkshire Council business, as no dual-hatted West Berkshire Councillors were present. No declarations of interest were made regarding any items on the agenda.

**4. Election of Chair**

**Proposed:** Cllr Sarah Slack

**Seconded:** Cllr Vaughan Miller

**Resolved:** That Cllr Jo Day be elected as Chair of the Civic Pride, Arts & Culture Committee for the 2025/26 municipal year. Motion carried unanimously.

**5. Election of Vice-Chair**

**Proposed:** Cllr David Harman

**Seconded:** Cllr Chris Hood

**Resolved:** That Cllr Billy Drummond be elected as Vice-Chair of the Civic Pride, Arts & Culture Committee for the 2025/26 municipal year. Motion carried unanimously.

**6. Minutes**

**Proposed:** Cllr Graham Storey

**Seconded:** Cllr Chris Hood

**Resolved:** That the minutes of the meeting of the Civic Pride, Arts & Culture Committee held on 17 February were approved as a true and accurate record.

The Committee noted that all actions from the previous meeting had been either completed or are ongoing. Outstanding items are scheduled for discussion during this meeting's agenda or have been deferred to the next meeting.

**7. Questions and Petitions from Members of the Public**

There were none.

**8. Members' Questions and Petitions**

Question from Cllr Sarah Slack:

*"Newbury used to host a pancake race every year in the Market Place to mark Shrove Tuesday. Years ago, it was organised by Soroptimist International Newbury. It involved team participants, often in fancy dress, racing whilst flipping pancakes. The Newbury Pancake Race raised money for local charities e.g. The Rosemary Appeal, which supported the building of a cancer care unit at West Berkshire District hospital. In the past, the race participants were from various local businesses and organisations, with crowds gathering in the Market Place to watch the spectacle. It was a great community engagement event. Apart from the race itself, other Pancake Day traditions in Newbury happened, such as the Mayor of Newbury throwing pancakes from the town hall balcony to children below. Additionally, a pancake lunch was often served in St Nicolas Hall. Please will the committee consider allowing a Newbury Pancake Race to take place in the Market Square in 2026? Would the committee consider liaising with local churches, to re-institute any of the additional activities, cited above? If Newbury Town Council were not able to organise a Newbury Pancake Race with a chosen partner, would the committee consider a local charity to organise this event in the Market Square instead? With ongoing economic challenges for local charities this would provide a much-needed fundraising opportunity. Thank you for your consideration."*

The Chair answered:

*"Thank you, Cllr Slack, for your question and for highlighting the heritage and community spirit of the Newbury Pancake Race and associated Shrove Tuesday traditions. Newbury Town Council is supportive of initiatives that foster civic pride, encourage community engagement, and support charitable fundraising. The Pancake Race is a great example of such an event, and we recognise its popularity and success in years past. The Council would be pleased to support a local charity or community organisation in reintroducing this event in the Market Place. Support could include help with promotion, signposting to relevant contacts and permissions, and offering guidance on organising a public event in the town centre. In terms of formal Council involvement or funding, this would need to be considered by the Civic Pride, Arts & Culture Committee. We would therefore encourage any interested organisations or charities to contact Council Officers to discuss submitting a proposal for consideration at a future meeting. We welcome this idea and look forward to the possibility of supporting a community-led effort to revive this much-loved Newbury tradition."*

**9. Update from VE & VJ Day 80<sup>th</sup> Anniversary Working Group**

The Committee received a report on the VE Day 80<sup>th</sup> anniversary events that took place on 8<sup>th</sup> and 10<sup>th</sup> May 2025, and noted the plans in place to commemorate VJ Day on 15<sup>th</sup> August 2025 in partnership with local organisations.

**Working Group Terms of Reference**

**Proposed:** Cllr Vaughan Miller

**Seconded:** Cllr Graham Storey

**Resolved:** That the Terms of Reference for the VE & VJ Day 80<sup>th</sup> Anniversary Working Group be approved.

**10. Update from Local Democracy Working Group**

The Committee received an update on recent actions by the Local Democracy Working Group. Invitations have been sent to primary and secondary schools within the Parish for Local Democracy sessions.

### **Recommendations to Refresh Saturday Surgery**

The Committee considered the Working Group's recommendations to refresh Saturday Surgery, including the purchase of equipment to improve engagement and renaming the activity to "Meet Your Town Councillor".

**Proposed:** Cllr Vaughan Miller

**Seconded:** Cllr David Harman

**Resolved:** That the recommendations to refresh Saturday Surgery be approved, and that a report be submitted to Full Council prior to adoption.

### **Working Group Terms of Reference**

**Proposed:** Cllr Gary Norman

**Seconded:** Cllr Vaughan Miller

**Resolved:** That the Terms of Reference for the Local Democracy Working Group be approved.

### **11. Update to Walking Tour of Newbury**

The Committee considered a request from a member of the public to update the Walking Tour of Newbury leaflet. While Newbury Town Council currently provides Town Trail maps, officers advised that an updated leaflet could be explored if supported by the Committee.

**Proposed:** Cllr David Harman

**Seconded:** Cllr Sarah Slack

**Resolved:** That officers prepare and present an updated version of the Town Trail leaflet for consideration at the next committee meeting.

### **12. Heritage Open Day**

The Committee noted that this year's Heritage Open Day will take place on Saturday 13<sup>th</sup> September at the Town Hall, with the theme "Architecture."

### **13. Sea Cadets Trafalgar Parade**

The Committee noted that the Newbury Sea Cadets unit will be hosting the Berkshire District's Trafalgar Parade on 12<sup>th</sup> October 2025 and expressed their support for the event.

### **14. Flag Flying Requests**

To approve a request from Newbury & District Sea Cadets to fly the White Ensign of the Royal Navy on Sunday 12<sup>th</sup> October 2025.

**Proposed:** Cllr David Harman

**Seconded:** Cllr Graham Storey

**Resolved:** That the request be approved on the condition that the flag be flown on Sunday 12<sup>th</sup> October only. A separate request will be required for flying the ensign on Trafalgar Day.

To approve a request from Newbury Pride to fly the Inclusive Progressive Pride Flag on 12<sup>th</sup> July 2025.

**Proposed:** Cllr Graham Storey

**Seconded:** Cllr Vaughan Miller

**Resolved:** That the request be approved for 12<sup>th</sup> July 2025.

### **15. Discretionary Events Grant Funding**

The Committee noted the remaining balance of £1,000 in the Discretionary Events Fund. It was confirmed that the Civic Pride, Arts & Culture Committee will be responsible for approving grant applications for event funding.

The application form and grant criteria were reviewed.

**Proposed:** Cllr Vaughan Miller

**Seconded:** Cllr Gary Norman

**Resolved:** The grant application form and criteria were approved, subject to the addition of a cover page outlining the application process and approval procedure.

**16. Mayor's Pendant**

Noted that repairs to the Mayor's Pendant were completed in March 2025 and covered by the Council's insurance. Thanks were expressed to the RFO for their coordination with the insurers. It was also noted that the policy for signing in and out regalia is currently under review.

**17. Civic Services Manager's Reports**

The Committee noted the following reports: Raising the Profile of the Council in the Community, Civic Awards 2025, Mayor Making 2025 and the Royal Engineers Freedom Parade 2025.

Feedback on the Freedom Parade was very positive, with all attendees enjoying the day. The Lord Lieutenant and High Sheriff also provided favourable comments, noting it was a great event for the town.

Letters sent by the Mayor's Office were noted to be highly valued by recipients. Thanks were extended to the Civic Officer for their efforts in this regard.

**18. Civic Events**

Information regarding the Civic Awards Ceremony (19 March), Mayor's Fundraising Gig (21 March), Mayor's Coffee Morning (12 April), VE Day 80 Events (8 and 10 May), Mayor Making (11 May) and the Royal Engineers Freedom Parade (28 June) held since the last meeting of this Committee was received and noted.

Information relating to future Civic Events was noted including VJ Day 80 (15 August), Mayor's Coffee Morning for Berkshire Youth (23 August), Art on the Park (24 August), Annual Bowls Match (3 September), and Heritage Open Day (13 September).

Suggested future events or activities included the Pancake Day race, raised as an earlier item by Cllr Sarah Slack. Cllr Vaughan Miller suggested a Graffiti event. It was agreed that if this were to be considered it would require project funding in a future budget.

**19. Forward Work Programme 2025/26**

The Committee reviewed and discussed items for inclusion in the Forward Work Programme for 2025/26. The following items were proposed:

Pancake Day race – for consideration in September 2025 if an event proposal is submitted.

Walking Tour leaflet update – to be reviewed in November 2025.

Graffiti Art Event in Victoria Park – to be considered as a potential project for inclusion in the 2026/27 budget, to be reviewed in November 2025, if an event proposal is submitted.

Local Visitor Economy Partnership (LVEP) – Cllr Storey informed the Committee of the LVEP initiative being driven by Newbury BID in collaboration with Visit England, aiming to promote local tourism. The BID has formed a working group of local stakeholders including NTC. It was suggested that the Council consider formalising its representation on this group. A motion is to be added to a future agenda to nominate a Council representative to liaise with the LVEP group on behalf of the Council.

**There being no further business, the Chairperson declared the meeting closed at 20:50pm.**

**Chairperson:**

**Date:**