

**MINUTES OF A MEETING OF THE FULL COUNCIL COMMITTEE HELD IN THE COUNCIL CHAMBER,
NEWBURY TOWN COUNCIL, MARKET PLACE, NEWBURY ON
MONDAY 26th JANUARY 2026 AT 7:30 PM.**

PRESENT

Councillors Phil Barnett, Vera Barnett, Jo Day, Sam Dibas, Billy Drummond, Nigel Foot, David Harman (Town Mayor, Chair), Chris Hood, Roger Hunneman, Ian Jee, Pam LusbyTaylor, David Marsh, Steve Masters, Vaughan Miller, Andy Moore, Gary Norman, Elizabeth O’Keeffe, Sarah Slack, Graham Storey, Meg Thomas, Martha Vickers and Tony Vickers.

In Attendance

Toby Miles-Mallowan, Chief Executive Officer
Liz Manship, Responsible Finance Officer
Sophie Williams, Finance Apprentice

87. APOLOGIES

Councillors Alistair Bounds.

88. DECLARATIONS OF INTEREST

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

89. COUNCIL MINUTES

Proposed: Cllr Nigel Foot

Seconded: Cllr Vera Barnett

Resolved that the minutes of the full council meeting on 20th October 2025 and 08th December 2025 as an accurate record.

90. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC

There were no questions received.

91. MEMBERS QUESTIONS AND PETITIONS

There were no questions received.

92. TOWN MAYORS REPORT

The Town Mayors report was **received**.

The Town Mayor extended the Council’s thanks to Councillor Day for her work with the schools' visits to the Town Hall, and Councillor Jee for his work for Lock Island and Thames and Chiltern in Bloom

93. BERKSHIRE YOUT PRESENTATION

A presentation from the CEO of Berkshire Youth, Sarah Emery was **received**.

94. LEADERS REPORT

The Newbury Town Council Leader’s report was **received**.

The Leader extended his thanks, on behalf of the Council, to James Heasman, Parks and Open Spaces Supervisor, and officers who supported Newbury in Bloom.

95. CEO'S REPORT

The CEO's report was **received**.

The Mayor extended his thanks, on behalf of Council to the CEO for his work.

96. COMMITTEES

Council **received** the minutes from Community Services, Planning and Highways and Civic Pride, Arts and Culture

97. REVIEW OF NEWBURY TOWN COUNCIL STRATEGY

A verbal review was **received** from the Chair of the Local Democracy Working Group.

98. INTERNAL AUDIT Q2 2025/26

The internal audit report for quarter 2 of 2025/26 was **received** and the recommendations were **noted**.

Proposed: Cllr Gary Norman

Seconded: Cllr Steve Masters

Abstentions: 2

Resolved to **approve** and **adopt** the actions and timeline as recommended by the Policy and Resources Committee.

99. 2025/26 CIL RECEIPTS

Proposed: Cllr Gary Norman

Seconded: Cllr Graham Storey

Resolved to allocate the CIL receipt received in May 2025 to the Victoria Park Cafe Redevelopment Project.

100. FINANCIAL REGULATIONS – AMMENDMENT TO DBS CHECKS

Proposed: Cllr Vaughan Miller

Seconded: Cllr Martha Vickers

Resolved to amend the Financial Regulations to change DBS checks from Standard to Basic for Council Officers.

101. BUDGET AND PRECEPT 2026/27

Proposed: Cllr Vaughan Miller

Seconded: Cllr Tony Vickers

Against: 3

Resolved to adopt the 2026/27 Newbury Town Council Budget of £2,275,075, as recommended by the Policy and Resources Committee.

Proposed: Cllr Sam Dibas

Seconded: Cllr Martha Vickers

Against: 3

Resolved to adopt the 2026/27 Newbury Town Council Precept of £1,967,492, as recommended by the Policy and Resources Committee.

Councillor Miller extended his thanks on behalf of the Council to Liz Manship, RFO for her work on the Budget.

102. EAR MARKED RESERVES

The Ear Marked Reserves were reviewed.

Proposed: Cllr Nigel Foot

Seconded: Cllr Elizabeth O’Keeffe

Resolved to adopt the ear marked reserves as recommended by the Policy and Resources Committee.

103. STRATEGIC RISK REGISTER

The Strategic Risk Register was **reviewed**.

Proposed: Cllr Steve Masters

Seconded: Cllr Vera Barnett

Resolved to adopt the strategic risk register as recommended by the Policy and Resources Committee.

104. HERITAGE ASSET PAPER

Proposed: Cllr Steve Masters

Seconded: Cllr Meg Thomas

Resolved to adopt the Heritage Asset Paper as recommended by the Policy and Highways Committee.

105. FORWARD WORKS PROGRAMME

The Forward Works Programme for 2026/27 was **reviewed** and **updated**.

106. SCHEDULE OF MEETINGS FOR 2026/27.

The schedule of Council meetings for 2026/27 was reviewed.

Proposed: Cllr Elizabeth O’Keeffe

Seconded: Cllr Sam Dibas

Resolved to adopt the schedule of meetings for 2026/27 with agreed amendment

THERE BEING NO OTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 21.33 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