

04 August 2026

To Councillors: Chris Hood, Roger Hunneman, Vaughan Miller, Graham Storey, Meg Thomas and Martha Vickers.

Dear Councillors,

You are summoned to attend a meeting of the **Victoria Park Projects Sub Committee** on **Monday 10th August 2026 at 7:30pm**. The meeting will be held in the Elsie Kimber Room, Newbury Town Hall, Market Place, Newbury, RG14 5AA.

The meeting is open to the press and public and will be streamed via Zoom: Link to join meeting is below.

<https://us02web.zoom.us/j/84425578743?pwd=9dDedHrRgRBgOGjGOYbZalfHBUuj00.1>

Meeting ID: 844 2557 8743

Passcode: 557574



Toby Miles-Mallowan
Chief Executive Officer

AGENDA

- 1. Apologies**
- 2. Declarations of Interest and Dispensations**
To receive any declarations of interest relating to business to be conducted in this meeting and confirmation of any relevant dispensations.
- 3. Minutes (Appendix 1)**
To approve the Victoria Park Projects Sub-Committee meeting minutes of Thursday 01 June 2026.
- 4. Questions and Petitions from Members of the Public**
Questions, in writing, must be with the Services Delivery Manager by 2pm on Friday 07 August 2026.
- 5. Members' Questions and Petitions**
Questions, in writing, must be with the Services Delivery Manager by 2pm on Friday 07 August 2026.
- 6. Café Project Update (appendix 2)**
To receive an update.
- 7. VP Parkrun (appendix 2)**
To receive an update on the public toilets in Victoria Park.

8. VP Overview (appendix 2)

To **receive** update on the park

9. Forward Work Programme for the Sub-Committee (Appendix 3)

To **propose** any new items for consideration that Members wish to add to the Forward Work Programme

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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 01 JUNE 2026 AT 7.30PM.

PRESENT

Councillors: Chris Hood, Roger Hunneman, (Chairperson), Gary Norman, Vaughan Miller, Graham Storey.

ABSENT

Councillor Martha Vickers

IN ATTENDANCE

Toby Miles-Mallowan (Chief Executive Officer)

1. APOLOGIES FOR ABSENCE

None Received

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES

PROPOSED: Councillor Storey

SECONDED: Councillor Miller

RESOLVED: That the minutes of the meeting of the Victoria Park Projects Sub-Committee held on 30th April 2026, be approved, and signed by the Chairperson.

4. QUESTIONS AND PETITIONS FROM MEMBERS OF THE PUBLIC

There were none.

5. MEMBERS' QUESTIONS AND PETITIONS

There were none.

6. CAFÉ PROJECT UPDATE

Committee **received** a report from the Chief Executive Officer.

7. VICTORIA PARK PUBLIC TOILETS

Committee **received** a report from the Chief Executive Officer.

Proposed: Cllr Norman

Seconded: Cllr Storey

Resolved to make the toilets unisex.

7. VICTORIA PARK UPDATE

The Committee **received** an update from the Chief Executive Officer.

8. FORWARD WORK PROGRAMME

The Forward Work Programme was **noted**.

10. NEXT MEETING

The next meeting to be held week commencing 08 July 2026.

THERE BEING NO OTHER BUSINESS THE CHAIR DECLARED THE MEETING CLOSED AT 20:26.

DRAFT

Victoria Park Update Report

Purpose

To update the Subcommittee on the café and public toilets, Victoria Park parkrun, and the general condition and maintenance of the park.

1. Café and public toilets

The Victoria Park café is now open and is reported to be trading well. Its opening has improved the facilities available to park users and supports the Council's aim of maintaining Victoria Park as an attractive and welcoming town-centre destination.

The Civic Team is organising an event to mark the café's first 100 days of trading. The event will provide an opportunity to promote the café and associated facilities, recognise the completion of the project and thank those who contributed to its delivery.

Members are asked to consider who should be invited to the event, including individuals, organisations, funders, contractors, community representatives and regular users of Victoria Park. Suggestions should be provided to the Civic Team to assist with preparation of the final invitation list.

The public toilets, including the Changing Places facility, are receiving heavy use. Although this demonstrates the need for the facilities, the level and nature of use are placing considerable pressure on them.

There have been repeated instances of damage, misuse and vandalism, including damage to equipment and the RADAR key within the Changing Places facility. This affects availability, increases repair costs and can prevent people who need the specialist facility from using it.

Officers are working with Healthmatic to increase the number of cleaning and inspection visits each day. This should improve cleanliness and allow damage, faults and maintenance requirements to be identified more quickly.

Usage, cleaning requirements, damage and repair costs will continue to be monitored.

2. Victoria Park parkrun

Victoria Park parkrun continues to attract significant participation and provides a free and accessible weekly activity in the town centre.

Event number 22, held on 1 August 2026, recorded:

329 participants; and

65 personal bests.

The number of personal bests represented approximately one-fifth of the participants and indicates continued repeat participation and individual improvement.

The event demonstrates the importance of Victoria Park as community health and wellbeing infrastructure. However, events attracting more than 300 participants also contribute to wear on paths and grassed areas. Officers should therefore continue to liaise with the parkrun organisers and monitor the effect of the event on the park, particularly during periods of very dry or wet weather.

As of September Parkrun will be reverting (temporarily) to its original route due to building works at the Faraday Road Football ground.

3. General condition of Victoria Park

The prolonged hot and dry weather is affecting grass, plants and trees throughout Victoria Park. Some areas are drying out and require additional monitoring and maintenance.

The dry ground conditions also appear to be contributing to ground movement and possible subsidence in parts of the park, including around the steps near the bandstand. These areas will need to be inspected and any immediate trip hazards or structural concerns addressed.

The park is also experiencing considerable general wear and tear. Members of the public have commented that parts of the park look worn because of the intensity of use. While this creates additional maintenance pressures, it also demonstrates that Victoria Park is well used and is a valuable part of Newbury's community infrastructure.

The Council will need to balance:

- maintaining safe and attractive facilities;
- supporting events and activities;
- protecting grassed and planted areas;
- allowing worn areas time to recover; and
- ensuring that maintenance resources reflect the park's level of use.

Electrical Installation Condition Reports remain to be completed for:

- the Pavilion;
- the splash park; and the tennis courts.

These inspections should be arranged as soon as practicable. Any remedial works identified will need to be risk-assessed and prioritised through the Council's property compliance arrangements.

Proposed resolutions

The Subcommittee is invited to:

- **Note** that the café is open and reported to be trading well.
- Support the Civic Team in organising an event to mark the café's first 100 days of trading.
- Consider and **submit suggestions** for individuals and organisations to be invited to the event.
- **Note** the heavy use, damage and vandalism affecting the public toilets and Changing Places facility.
- **Note** the continued success of Victoria Park parkrun and the latest participation figures.
- **Note** the effects of the dry weather and intensive public use on the condition of the park.

Forward Work Programme for Victoria Park Projects Sub-Committee: 2026/27

Standing Items on each (ordinary meeting) agenda:

1. Apologies
2. Declarations of Interests and Dispensations
3. Approval of Minutes of previous meeting
4. Officer's report on actions from previous meeting
5. Questions/Petitions from members of the Public
6. Questions/Petitions from Members of the Council
7. Victoria Park Update
8. Operational Update
9. Finance
10. Maintenance and Defects
11. Pavilion Updates
12. Vandalism and ASB Report
13. Forward Work Programme (last item on agenda)

At the first Committee meeting after the May annual meeting of the Council	Election of Chair/ Deputy
	Approval of ToRs and memberships of Working Groups
June/September/December/March (Quarterly)	Annual Budget, Quarterly Monitoring, Summary Report.
Each November	Review of KPI's for Committee / sub committee
	Send Budget and Strategy proposals to RFO
2025	
01 June 2026	- Change of Sub Committee Name - ToR's Approval - Café Update
8 July 2026	- Bowls Club Update
10 August 2026	
26 August 2026	- Summer Events Review
21 Sept 2026	- Play Equipment Update: - o Existing assets Condition - o Inspection Reports - o Replacement Priorities - o Funding
October 2026	- Recommendations for budget proposals to CS -
02 November 2026	- KPI's (no metrics in place a present) - Play equipment funding update
02 December 2026	- Q3 Budget Monitoring
04 January 2027 – subject to change	- Sports Pavilion Update - Grant Application Update
03 February 2027	- Play Equipment Project Update
31 March 2027	- Annual Works Programme Review - End of Year Performance Review