

24th September 2018

Minutes of the proceedings of the **CIVIC COMMITTEE** meeting held on this day in the **Council Chamber, TOWN HALL, WOKINGHAM** from 7.30pm to 8.50pm.

PRESENT

Chairman: Cllr D G Lee

Councillors: M Bishop and Cllr P Mirfin

IN ATTENDANCE

Civic Officer – Nicola Payler

APOLOGIES FOR ABSENCE (Agenda Item 1)

Apologies for absence were received and accepted from Mrs UK Clark, Mrs G S Hewetson (Vice-Chairman) and J McGhee-Sumner (the Mayor).

Cllr Bob Wyatt's absence due to a period of ill-health was noted.

MEMBERS' INTERESTS (Agenda Item 2)

There were no declarations of interest.

QUESTIONS FROM MEMBERS OF THE COUNCIL OR PUBLIC (Agenda Item 3)

No questions were received.

CIVIC COMMITTEE MINUTES (Agenda Item 4)

It was proposed by Cllr Lee and seconded by Cllr Bishop and it was

**RESOLVED
29809**

that the Minutes of the Civic Committee meeting held on 11th June 2018 (pages 15596 to 15600) be received as a true and correct record and that they be confirmed and signed by the Chairman.

MONITORING REPORT (Agenda Item 5)

The Monitoring Report dated 18th September 2018 was received and noted.

1) In the event of the death of the Monarch and/or senior members of the Royal Family

See agenda 10.

2) 2018 WW1 commemoration

See agenda item 9.

3) Bake Off

The members discussed other organisations who may be interested in managing this event.

The Civic Officer told members that the library had made enquiries about organising a bake off.

The Chairman asked for this item is left on the monitoring report as a reminder to consider other groups.

4) To frame the High Steward scroll

The Civic Officer advised the members that the charter or scroll was given to Lucy Zeal to confirm her appointment as High Steward on Mayor's Sunday in May 2018. A copy of this was made for WTC to keep as a historical record.



This will be framed at the same time together with a photograph of the new High Steward. The High Steward is currently making arrangements for her uniform to be made and a photograph will be taken once this has been completed.

5) Letter from Viry-Chatillon

Cllr Bishop enquired about this from the previous minutes. Following receipt of an invitation for the Mayor and guests to visit Viry-Chatillon in November 2018 at Remembrance time, this invitation was offered to the Deputy Mayor and Deputy Mayoress which they have accepted.

COMMITTEE'S BUDGET (Agenda Item 6)

A report on the Committee's expenditure to 31st August 2018 was received and noted.

COMMITTEE'S BUDGET 2019-2020 (Agenda Item 7)

The Committee considered if there was any expenditure that might be required over and above the normal annual budget settings for the next financial year.

The Civic Officer advised the Committee of the following:

- 1) A number of Councillors will be retiring in 2019 and plans should be made to purchase retirement gifts. A suggestion was made to commission an artist to paint a watercolour of the Town Hall with the new Market Place and arrange for it to be framed.
- 2) As it is the 800th anniversary since the town was granted the Market Charter, consideration should be given to requesting additional funds to support the celebrations, possibly linked with Heritage Open Day.

The members liked the idea of a watercolour print as a retiring gift for Councillors and suggested that 25 copies are made and each are signed by the artist and prints are noted 1/25, 2/25 etc.

Those Councillors retiring before the election should be presented with a framed print. For any Councillors who are not re-elected, they could choose to purchase one.

It was proposed by Cllr D G Lee and seconded by Cllr P Mirfin, and it was to
to F&P that the following should be requested for 2019-2020:

**RECOMMEND
29810**

- 1) £2000 to support the 800th Market anniversary
- 2) An additional amount to support the purchase of retirement gifts for retiring Councillors. The Civic Officer was asked to make enquiries about commissioning an original painting of the Town Hall which may be approximately £500 and costings to frame the prints and then request the appropriate amount to F&P.

ACTION: Civic Officer

MINI-MAYOR APPOINTMENT (Agenda Item 8)

The Committee received the following:

- 1) A copy of the feedback form from the former Mini-Mayor
- 2) A verbal update that the newly appointed Mini-Mayor is Amber Murray from Westende Junior School.



WWI COMMEMORATIONS (Agenda Item 9)

The Committee received, considered and accepted the recommendations in the Civic Officer's report about the centenary WWI commemorations.

It was proposed by Cllr D G Lee and seconded by Cllr P Mirfin, and it was

**RESOLVED
29811**

1. To employ security staff to provide some marshalling for the two minute silence as larger numbers are expected for 2018.
2. Use LED candles to light the Market Place as an alternative to a beacon to make the event safer and more manageable.
3. To complete a grant application to Wokingham Society to request financial support to purchase a 6ft soldier. Members would like the soldier placed on the balcony.
4. To purchase 4 perspex silhouettes to be placed around the Town Hall. Members raised concerns about them being vandalised and suggested they are placed on chairs outside the Courtyard and Piccalo Arco so they could be brought inside overnight.

Members discussed the idea of having a beamed light projected onto the Town Hall and asked the Civic Officer to explore this.

Members asked the Civic Officer to check with the REME to see if a beacon could be recreated without a real flame.

The Civic Officer was asked to issue a reminder to Councillors to ask them to collect for the Wokingham Poppy Appeal.

ACTION: Civic Officer

IN THE EVENT OF THE DEATH OF THE MONARCH AND/OR SENIOR MEMBERS OF THE ROYAL FAMILY (Agenda Item 10)

The members received a copy of the most current version of the WTC procedures and thanked the Civic Officer for the work that had been done on this.

HERITAGE OPEN DAY (Agenda Item 11)

The members received copies of some positive feedback from the day and they all agreed that the event was successful.

The event this year was held on a Saturday which everyone agreed worked very well as the Market is trading too. It was suggested that we should continue to hold the Heritage Open Day on a Saturday.

INFORMATION ITEMS (Agenda Item 12)

The Committee members received a copy of a thank you and a photograph from the organisers of the sponsored cycle ride from Wokingham to Viry-Chatillon as our Mayor attended the send-off from Howard Palmer Gardens.

COMMITTEE INFORMATION (Agenda Item 13)

No additional information was raised.

CHAIRMAN

