

30th August 2016

Minutes of the proceedings of the **CIVIC COMMITTEE** meeting held on this day in the **Main Hall, TOWN HALL, WOKINGHAM** from 7.30pm to 8.17pm.

PRESENT

Chairman: Cllr P Mirfin

Councillors: Cllrs M Bishop (Vice-Chairman), Mrs UK Clark, Mrs G S Hewetson (The Mayor), J McGhee-Sumner and R J Wyatt.

IN ATTENDANCE

Civic Officer – Nicola Payler

Cllr Imogen Shepherd-Dubey

APOLOGIES FOR ABSENCE (Agenda Item 1)

No apologies for absence were received.

MEMBERS' INTERESTS (Agenda Item 2)

There were no declarations of interest.

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

No questions have been received.

CIVIC COMMITTEE MINUTES (Agenda Item 4)

It was proposed by Cllr Mrs Hewetson and seconded by Cllr Bishop and it was

**RESOLVED
29423**

that the Minutes of the Civic Committee meeting held on 23rd May 2016 (pages 15170 to 15173) 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 10th August 2016 was received and considered.

1) Wokingham app

The Civic Officer confirmed that the App is now available in the Apple App Store and Google Play Store in time for the Town Council's Heritage Open Day.

COMMITTEE'S BUDGET (Agenda Item 6)

A report on the Committee's expenditure to 31st July 2016 was received and noted.

It was requested that a note is made on the budget report to make it clear that the budget line 'Christmas Music' showing in 2015/2016 included the REME parade.

ACTION: CIVIC OFFICER

FLAG RAISING AT WOKINGHAM TOWN HALL (Agenda Item 7)

The committee received and considered the Civic Officer's report dated 02/2016-17 to look at the current procedures in place at the Town Hall.



Committee members referred to Civic minutes from October 2009 where it was previously discussed whether the Union Jack should be flown permanently and it was agreed that it should remain unchanged to fly on notable occasions only so that people are more aware it is apparent.

It was proposed by Cllr Wyatt and seconded by Cllr Mirfin and it was to

RECOMMEND 29424 to Full Council that all the following recommendations noted in the report are to be accepted.

- 1) To continue raising the Union Jack in line with the calendar of UK flag days set out in the Flag Institute.
- 2) To continue to raise the Commonwealth, Armed Forces and St. George's Day flags but no other flags.
- 3) WTC to be included on the mailing list to receive notifications from the Department for Communities and Local Government on significant occasions, e.g. recent attack in Nice, so that we are notified when the Prime Minister asks for all Whitehall Government Buildings to lower their flags to half-mast. They advise that local authorities may choose to follow suit. This will ensure a consistent approach.
- 4) Agreed flag procedures for WTC to be noted for future reference, e.g. in standing orders.

Cllr Imogen Shepherd-Dubey was invited to the table during this discussion.

MAYOR MAKING AND CIVIC SUNDAY (Agenda Item 8)

The committee received and considered the Civic Officer's report dated 03/2016-17 about the idea of combining the events into one and all members were in favour.

It was proposed by Cllr Wyatt and seconded by Cllr Mirfin and it was to

RECOMMEND 29425 to Full Council the following:

- 1) Mayor Making and Civic Sunday events are combined in the Council Calendar into one event with effect from May 2017.
- 2) The adjourned evening part of the meeting to be held on the following Tuesday evening.
- 3) Churches used for the service should continue to be rotated to include Norreys Church and Corpus Christi.
- 4) The school that the Mini-Mayor attends should be asked to provide a choir at the Mayor Making ceremony.
- 5) A small sub-committee should be set up to discuss the revised layout in the main hall and the type of refreshments required after the ceremony.

ACTION: CIVIC OFFICER



BAKE OFF EVENT (Agenda Item 9)

The committee received and considered the Civic Officer's report dated 04/2016-17 to look at whether this event should be repeated and members accepted the recommendation in the report to build upon this event and continue to hold this on the Thursday of the May/June half term to help attract people to the Town Hall and to support the Council's objective to encourage people into the town.

WAR MEMORIALS (Agenda Item 10)

Cllr Wyatt provided the Committee with an update about recent discussions relating to a recent interview to the press about his views on the war memorials in Wokingham. He shared that as the town already has memorials in all the Churches, the Town Hall, at the Red Cross and the Rotary bench, in his opinion we have sufficient already.

Cllr Mrs Hewetson shared that when the Rotary Bench is moved to its new location, an idea is currently being discussed to have a mosaic situated near to it which would signify reflection and also enhance the bench whilst at the same time marking the 2018 anniversary of the end of the WW1. People could then sit on the bench and think about their own thoughts. The other Committee members were in support of this idea.

The committee all agreed that the Town Council and Churches etc should continue to protect and promote the war memorials we have in our town. If the Council became aware that a Wokingham resident had fallen, committee members stated that consideration would of course be given to adding a name to its existing memorial but all committee members felt that an additional new memorial is not required in the town.

The Civic Officer explained that to help raise awareness of the Town Hall memorial and the dates for Remembrance Sunday and Armistice Day, it was planned for a card with these details to be given to people who pick up a poppy during the Poppy Appeal. The Civic Officer will liaise with the Poppy Appeal Organiser to make arrangements.

Cllr Imogen Shepherd-Dubey was invited to the table during this discussion.

ACTION: CIVIC OFFICER

WTTA INVITATION (Agenda Item 11)

The Committee received and considered an invitation from Viry-Chatillon for the Wokingham Town Mayor to visit and they asked the Civic Officer to respond as follows:

- 1) Thank them for the invitation but the Mayor is unable to attend on this occasion.

ACTION: CIVIC OFFICER

MINI-MAYOR APPOINTMENT (Agenda Item 12)

- 1) The Committee received a copy of the feedback form from the former Mini-Mayor.
- 2) The Civic Officer advised that the new Mini-Mayor is called Elysia Ellis and she attends Westende Junior School.

The Committee discussed the idea that the children make so many suggestions in their letters but we are unable to follow them through. Ideas were considered



about asking the children to think about things that were more possible, e.g. ask them how they think they could enhance the Mini-Mayor role. Civic Officer to take this into account in the next process and encourage the Mini-Mayor's school to be actively involved.

ACTION: CIVIC OFFICER

CHAIRMAN

