

23th November 2020 – DRAFT

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 this meeting was held virtually.

Minutes of the proceedings of the **CIVIC COMMITTEE** meeting held on this day online at a **Virtual Meeting, Wokingham** from 19:30 to 20:20pm.

PRESENT

Chairman: Cllr D G Lee

Councillors: A Box (Vice-Chairman), L Forbes, J McGhee-Sumner, R Bishop-Firth, T Lloyd and P Lucey

IN ATTENDANCE

Civic Officer

Cllr Tony Lack (Mayor)

APOLOGIES FOR ABSENCE (Agenda Item 1)

Apologies were received from Cllr D King.

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 prior to the meeting.

CIVIC COMMITTEE MINUTES (Agenda Item 4)

It was proposed by Cllr D Lee and seconded by Cllr T Lloyd and it was

**RESOLVED
30225**

that the Minutes of the Civic Committee meeting held on 28th September 2020 (pages 16148 to 16153 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 17th September 2020 was received and noted.

a) Honorary Stave refurbishment

Plans have been paused due to the current situation and funds for new acorns have been suppressed for this financial year.

b) Civic Award pin

Since the last Civic meeting, F&P approved that allocated money for this can be spent. The Civic Officer emailed a proof of a pin design to all Civic members to which most responded positively. This proof was shown again at the meeting to allow for any final comments and to discuss a query from one of the members. Further discussion took place, and it was agreed that this design was what had previously been requested by the committee and the proof should be approved and be put into production with the supplier.

CHAIRMANS INITIALS _____



c) Museum Accreditation

Plans for Open Days remain paused due to the current health situation. F&P has suppressed funds for this financial year.

d) Addition of name on war memorial

Work is complete and name has been added to the war memorial.

e) Investigate installing a plaque and a trough outside the Town Hall

See agenda item 8.

f) To recognise and thank the groups and organisations who have supported the community through the covid 19 pandemic and ideas should be discussed at a later date and explored further.

See agenda item 9.

g) Civic Award Criteria.

Cllr Anna Box has some suggestions to discuss about the criteria for this process. This will be added to the agenda for discussion at the next Civic meeting in January.

COMMITTEE'S BUDGET (Agenda Item 6)

A report on the Committee's expenditure to 31st October 2020 was received and noted.

REFLECTION ON REMEMBRANCE (Agenda Item 7)

The committee members received the Civic Officer's report advising that arrangements had been difficult this year with government guidance being communicated very late and changing advice.

In line with Public Health for Berkshire advising local Councils to consider alternative arrangements to avoid gatherings and England entering a lockdown from 5 November, WTC cancelled all physical events.

WTC and partners made the following on-line arrangements to offer as alternatives:

- All Saints Parish Church produced a Remembrance Service video featuring recordings from the Mayor, Sir John Redwood and one of our Wokingham Army Cadets. This was placed on Youtube and shared from the Church website and their own social media accounts.
- WTC commissioned a video to be produced of the Act of Remembrance so that people could 'Remember from Home' in a two minute silence as this was a message being widely shared.

The feedback received was all positive. The Committee thanked the Civic Officer and other staff members for their efforts, recognising that we did the best that we could for our residents in the circumstances.

CHAIRMANS INITIALS _____



Members liked the idea of offering on-line activity to our residents in future years in addition to the physical events that take place and asked the Civic Officer to build this into future planning.

ACTION: Civic Officer

**PLACEMENT OF REMEMBRANCE CROSSES/PLAQUE AND TROUGH
(Agenda Item 8)**

The committee members received and considered the Civic Officer's report following Remembrance. Members agreed at the last meeting that WTC would gauge the reaction to the temporary structure placed on the Market Place this year for people to place their Remembrance crosses into for the committee to review the idea of a trough again, depending on views and comments received.

The Civic Officer was asked to seek the views of the Wokingham Society and the local Royal British Legion about having a plaque only and they should be asked if they would like to offer any input about a more permanent solution for crosses to be placed.

Whilst the views received were mixed, the County President from the Royal British Legion and the Wokingham Society both felt that a plaque only would be most suitable and they didn't see the need for a trough to be added.

No feedback was received by WTC about the temporary structure.

It was proposed by Cllr D Lee and seconded by Cllr P Lucey and it was

**RESOLVED
30226**

that the Committee should progress a request to WBC for a plaque to be commissioned and placed on the external wall of the Town Hall to raise awareness that there is a war memorial inside. The Civic Officer was asked to submit details, together with a drawing to the WBC Conservation Officer for consideration.

The Civic Officer reminded the committee that consideration will still need to be given about where crosses can be placed each year as the structure built for 2020 was not a long-term solution.

ACTION: Civic Officer

**THANK YOU AND RECOGNITION TO COMMUNITY FOR SUPPORTING
COVID PANDEMIC (Agenda Item 9)**

The committee members received and considered the Civic Officer's report which outlined a proposal to organise an afternoon tea to host and thank a number of people in our community who have supported our residents through the covid pandemic.

Members agreed that this proposal would be very suitable and asked the Civic Officer to add in some additional names to the list of proposed invitees.

CHAIRMANS INITIALS _____



It was recognised that it is not known when this could be held so this item will be periodically revisited to discuss this.

A couple of suggestions were made to let people know we are thinking about this including featuring an article in the 2021 May WTC newsletter and the Civic Chairman submitting a letter to the Wokingham Today.

ACTION: Civic Officer

CIVIC AWARDS 2020 (Agenda Item 10)

The Civic Officer gave a verbal update regarding the following:

- The closing date for nominations is this Friday 27 November
- 6 nominations have been received so far but more are expected
- A meeting will be held on Wednesday 9 December to scrutinise the nominations
- A ceremony is scheduled for Friday 22 January 2021 however a physical ceremony looks unlikely to be able to take place due to the restrictions in place and postponing the event could present other challenges.

The committee members discussed alternatives and agreed that the ceremony should take place on the same date, but it should be held virtually.

It was suggested that the Mayor could visit award winners at their homes or voluntary premises they support to present their awards and have a photograph taken; if photographs were taken before the ceremony, these could be shown at the ceremony. In addition, a suggestion was made that a short video could be produced to showcase the winners from the process.

Consideration was also given to inviting this year's winners to the Town Hall next year to include them in the January 2022 ceremony.

It should be noted that members were very mindful of keeping abreast of the government guidelines and restrictions whilst considering planning details for this year's process. It was agreed that in the same way that WTC closely watched the guidance leading up to Remembrance, the same careful and considerate approach will be taken to make sure any plans conform with the most up-to-date guidance at the time.

ACTION: Civic Officer

COMMITTEE INFORMATION (Agenda Item 11)

- a) No information was raised by members.
- b) No information was identified for marketing.

CHAIRMANS SIGNATURE _____

CHAIRMANS INITIALS _____

