



THE TOWN COUNCIL
OF
ROYAL LEAMINGTON SPA
TOWN HALL, THE PARADE,
ROYAL LEAMINGTON SPA
WARWICKSHIRE CV32 4AT
T: 01926 450 906 F: 01926 456 901
E: clerk@leamingtonspatowncouncil.gov.uk
www.leamingtonspatowncouncil.gov.uk

ROBERT NASH ACIS DMS
Clerk to the Town Council

Our Ref: RN/

Your Ref:

28TH August, 2014

Dear Councillor,

A meeting of the **POLICY AND RESOURCES COMMITTEE** will be held in Meeting Room 5A, Town Hall, Parade, Royal Leamington Spa on **THURSDAY 4TH SEPTEMBER , 2014 at 5.30 pm.**

Please note change to time of commencement.

The business will be as set out below.

Yours faithfully,

CLERK TO THE TOWN COUNCIL

To Councillors: Mrs S.E. Boad, J. Clarke, W.L. Gifford, D.A. Greenwood, J. Knight, S. Lytton, A. Morrison and A. Wilkinson

(All other Members of the Town Council – Agenda for information only)

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**

Members of the Committee are invited to declare any interest they may have in items identified for discussion at the Meeting.

3. **PUBLIC FORUM**

To receive representations from members of the public in accordance with the Council's Standing Orders.

4. **LEAMINGTON AND WARWICK(WEST) CHILDREN'S CENTRES**

Following the award of a grant of £7500 by the Town Council, an invitation was extended to the Children's Centre's Team to attend a future meeting to report on take-up of the funding and re-organisation of the Service. The meeting will be attended by Olwyn Ditchburn.



5. MINUTES

To consider and approve the Minutes of the Meeting held on 10th July, 2014 (Report No. 5)

6. MATTERS ARISING FROM THE MINUTES

(i) Christmas Lights Working Party (Minute 8)

Town Clerk to report orally progress since the last meeting on the development of a webpage.

(ii) Community Governance Review

To consider progress since the last meeting.

7. RECOMMENDATION OF CULTURAL AND COMMUNITY COMMITTEE- 7th July 2014

Community Grant – Age UK – Warwickshire – Wheels Appeal

RESOLVED to recommend the Policy and Resources Committee that £2,000 be added to the Community Grant budget in the financial year 2014-15.

(The above grant allocated in 2013/14 to Age UK was refunded due to the termination of the project)

8. TOWN HALL RATING LIABILITY

Town Clerk to report on changes to the method for payment of Non-Domestic Rate liability in respect of the Town Hall.

9. TOWN COUNCIL OBJECTIVES

To consider the attached Report (Report No. 9)

10. WAR MEMORIAL

To consider the attached Report (Report No.10)

11. ACCOUNTS

To approve a schedule of accounts arising for payment.

MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE HELD ON 10th JULY 2014 AT THE TOWN HALL, ROYAL LEAMINGTON SPA

Present: Councillors Sarah Boad, Judith Clarke, Bill Gifford, David Greenwood, Sue Ingleby (substituting for Cllr J. Knight), Simon Lytton, Ann Morrison and Alan Wilkinson

An apology for absence was received from Councillor John Knight.

There were four Members of the public in attendance.

13. DECLARATIONS OF INTEREST

Councillor Bill Gifford declared a non-pecuniary interest in Transition Town Leamington (Minute 15)

14. PUBLIC FORUM

The Committee was addressed by members of the public concerning Transition Town Leamington. These comments are recorded under Minute 15.

15. TRANSITION TOWN LEAMINGTON

The Chairman invited Mr Derrick Knight and Ms Janet Alty, past members of Transition Town Leamington, to briefly address the Committee in relation to their concerns at the arrangements for governance of the Association.

The Committee was advised that arising from the resignation of the Secretary and Treasurer an extraordinary meeting of the Association had been originally arranged for the 23rd June to elect new Officers and agree future actions in furtherance of the Transition agenda. This meeting had been adjourned to the 30th June following which the positions of Secretary and Treasurer had been appointed. It was contended that this meeting was inquorate and therefore could not be deemed to have the authority to enable Transition Town Leamington to continue to operate as a valid Association. Both Mr Knight and Ms Alty expressed concern that as meetings of TTL were seldom quorate there was insufficient scrutiny and control of expenditure. It was their belief that there was no longer need for a formal steering group as Transition projects were now being delivered by a variety of groups and individuals within the Community.

Mr John Liddamore and Mr Chris Beeny addressed the Committee and explained that they believed that the extraordinary meeting had been held in compliance with the Constitution and that financial decisions made using the consensus model reflected the views of those present at meetings. In order for TTL to continue as a viable Association, it was necessary for access to the Bank account and revenues to be restored as quickly as possible.

The Committee noted that there was consensus among all parties that much good work is taking place through various groups in the Community to advance public understanding of the key issues that underpin the transition movement. The presence of a Steering Group or Committee was potentially supportive to these initiatives provided that such a group is properly constituted and meeting in pursuit of its stated objectives.

The Committee confirmed that the funding presently held in the Town Council account would be retained to support Transition Town Leamington. It will

consider repaying this in its entirety to the nominated account of such a body that satisfies the test of being properly constituted in accordance with its stated Constitution and able to demonstrate that decisions are made in accordance with the agreed consensual decision making process. The Committee expressed the view that it would prefer to see this matter resolved through agreement of both the past and present Officers of Transition Town Leamington, if possible.

RESOLVED that consideration is given to the repayment of funding transferred by TTL to the Town Council at such time as it is demonstrated that TTL is complying with its adopted Constitution and is meeting its stated objectives.

In accordance with the Council's Code of Conduct, Councillor Bill Gifford and the Town Clerk, Robert Nash, declared non-pecuniary interests in the above item of business as members of Transition Town Leamington. Councillor Gifford remained in the meeting and took part in the discussion and voting thereon.

The Members of the public and representatives of TTL then left the meeting.

16. **MINUTES**

The Minutes of the Meeting of the Policy and Resources Committee held on 12th June 2014, having been circulated, were considered.

RESOLVED that the Minutes of the Meeting of the Policy and Resources Committee held on 12th June 2014 are confirmed and signed as a correct record.

17. **MATTERS ARISING FROM THE MINUTES**

- (i) **Christmas Lights Working Party**
The Town Clerk reported the Town Centre Manager had indicated that it might not be possible to adapt the graphic display used at the Switch-on ceremony for the website but that, should this be the case, static digital images would be provided.

RESOLVED that the reply of the Town Centre Manager is noted and action taken accordingly.

18. **APPOINTMENT OF TOWN MAYOR - PROTOCOL**

Councillor Greenwood referred to the process by which the Mayor is presently appointed at the Annual Town Meeting. He considered that the arrangement whereby the Mayor Elect remained outside the meeting room, until such time as the proposal for his Election was carried, was somewhat archaic and prevented the new Mayor from fully appreciating the appointment process. The Committee unanimously concurred.

RESOLVED that the procedure for future appointment of the Mayor is amended so that the Mayor Elect remains within the meeting chamber throughout the proceedings.

Councillor Greenwood and Councillor Clarke left the Meeting on conclusion of this item.

19. INVITATION TO PRESS

The Town Clerk reported that the Editor of the Courier, who had been invited to attend this meeting, had tendered his apologies due to other commitments but would be attending a meeting of Council on 18 September 2014 to discuss matters of mutual interest.

In the meantime he had written to the Town Council advising that he was considering certain restructuring ideas, one of which was the introduction of a regular column to permit people and organisations within the town to contribute a regular column in the Courier. He had further suggested that the Town Council might like to consider a regular monthly column space of approximately 300 words. The Committee welcomed the proposal and suggested this could be also used as a means of generating more topical items for the website.

RESOLVED

- (i) that the suggestion of a Town Council initiated monthly column in the Courier is gratefully accepted; and
- (ii) that an initial draft article is prepared by the Town Clerk for circulation and comment of members of the Committee.

20. BUDGET MONITORING REPORT

Consideration was given to a report (Report No. 7) setting out the Town Council's current income and expenditure for the period to June 2014.

RESOLVED that the report is received.

21. TOWN COUNCIL OBJECTIVES

Consideration was given to a report (Report No. 8) setting out the Town Council's agreed objectives for 2014-15 and a schedule of actions required to implement them. Councillor Morrison indicated that she had recently met with the Leader and Assistant Chief Executive of Warwick District Council to discuss communication and collaboration between the two Councils, during which the availability of the Council's vision statement was discussed.

It was therefore opportune to expand upon the current objectives through an implementation plan as set out in Appendix 1 to the report and for this to be forwarded to the District Council so that it is aware of this Council's aims and aspirations. The Committee had previously considered a template for developing actions and timescales for these objectives.

The Committee also noted that the expectations of Parish and Town Councils in terms of the response expected of the District Council were set out in the Local Service Charter which was currently in the process of being re-negotiated.

RESOLVED that the Report (Report No. 8) is circulated to the respective political groups for further observation and is reconsidered at a future meeting.

22. WAR MEMORIAL

The Town Clerk reported that, following discussions with Mr Eason of the War Memorials Trust, three additional names had now been added to the War Memorial at a cost of £415.80.

RESOLVED that the action of the Town Clerk is noted and approved.

23. COMMUNITY GOVERNANCE REVIEW

Councillor Gifford reported on the outcome of his attendance at meetings of the District Council Regulatory Committee which had taken place to consider representations from Parish and Town Councils on the implementation of the Community Governance Review.

Councillor Gifford explained that the Town Council's proposal to amend the boundary with Old Milverton and Blackdown Joint Parish Council was opposed on the grounds that the loss of Range Meadow Close and Hopton Crofts would result in the Parish Council becoming unviable due to the loss of precept income.

The District Council had therefore been prevailed upon by Old Miverton and Blackdown Joint Parish Council to oppose the change although it raised no objection to the land in the vicinity of the former North Leamington School being transferred to Leamington Parish.

Councillor Gifford also reported that a similar situation had arisen at the meeting held to discuss the proposed change to boundaries between Leamington and the Parish of Cubbington which would have resulted in the transfer of a significant number of properties from Cubbington to Leamington. Whilst this would have satisfied the District's preference for coterminous boundaries, it was evident that the loss of a significant number of houses and the precept income associated with them would be a very contentious issue. The decision of the Regulatory Committee was awaited.

RESOLVED that Councillor Gifford is thanked for his attendance and that a further report is made following the announcement of the District Council's decision.

24. ACCOUNTS

Consideration was given to a schedule of accounts arising for payment since the last meeting.

RESOLVED that the schedule of accounts is approved for payment.

The meeting commenced at 6.30pm and ended at 7.55pm

Chairman

Date

REPORT TO A MEETING OF THE POLICY AND RESOURCES COMMITTEE TO BE HELD ON 4TH SEPTEMBER 2014

TOWN COUNCIL OBJECTIVES

1. **PURPOSE OF THE REPORT**

To approve the objectives of the Council for 2014/15 and beyond.

2. **COUNCIL OBJECTIVES**

- 2.1 At the meeting of the Committee on the 10th July 2014, consideration was given to a Report setting out a statement of objectives proposed by the Labour Group for adoption by Council. The objectives were supported by an implementation Plan that translated each one into a series of actions and timescales.
- 2.2 The Committee resolved that the objectives should be further considered by the respected Groups and reconsidered at the next earliest opportunity.
- 2.3 This report encompasses the various responses made to the original document These are set out at Appendix 1.
- 2.4 Councillor Stevens has also submitted further suggested amendments and these are contained in Appendix 2.

3. **RECOMMENDATION**

- 3.1 The Committee is recommended to adopt an agreed series of objectives based on the document at Appendix 1, having regard to other observations of Members.

**ROYAL LEAMINGTON SPA TOWN COUNCIL
OBJECTIVES FOR 2014/15**

Royal Leamington Spa Town Council recognises the unique features of the town and strives to maintain and improve it as a place in which we can enjoy employment, life and leisure.. We recognise that we are fortunate to represent a dynamic and growing town, with its many and diverse groups and cultural activities. We aim to preserve and enhance the special character of Leamington Spa Town Centre. We aim to promote active participation in the activities and arts in the town, and to engage with all residents to find out their views. We support local community groups and voluntary involvement in the town. We want to keep our town green and clean.

***WORKING FOR A THRIVING & LIVELY TOWN
Specifically we want;***

to develop collaborative working arrangements with Warwickshire County Council and Warwick District Council, especially in relation to Town Centre development, and planning in particularly deprived neighbourhoods

We will do this:

- by working with the Town Centre Development Manager, to ensure the views of this Council are heard
- by considering plans for specific wards
- through working with BID Leamington, the RLS Chamber of Trade, Old Town Team and other organisations such as the Leamington Society
- by maintaining Leamington Town Centre as a place where residents and visitors choose to shop, eat, meet friends and enjoy the Town.

to respond to WDCs Local Plan with a detailed argument for how we want to see Leamington develop

We will do this:

- by encouraging the development of training and employment opportunities in all sectors
- by highlighting the need for new housing for all sectors of our community
-
- by working with WDC to develop a policy on HIMO's
- by working with WDC to ensure that "brownfield" land and empty properties are used so as to limit the use of "greenfield" sites
- by working with WDC and WCC to make sure that the necessary infrastructure is provided for new developments
- by promotion of public transport, cycling and pedestrian traffic
- in active promotion of community safety by, for example, choosing not to have any Sexual Entertainment Venues in the town
- by acknowledging the history of the town
- by promoting social cohesion

to engage with local residents to ascertain views on planned developments

We will do this:

- by finding ways of getting residents' views, including through the use of social media
- **by placing** messages everywhere *-we want to hear from you*
- by working with local organisations to preserve and promote historical aspects of the town
-
- through engaging with existing groups, such as residents' associations, Warwickshire University and Warwickshire College .

to support and develop all aspects of civic life, particularly through the offices of the Mayor and Deputy Mayor

We will do this:

- by planning how to celebrate in 2014 the 200th anniversary of the Pump Rooms (is this now relevant?)
- by engaging with the Event Management Officers of WDC in planning events in Leamington
- by supporting and promoting vibrant community and voluntary action, through our Culture and Community committee
- by our support to music, arts
- through our support to the Blue Plaque scheme
- By promotion of cultural links and understanding through our Twin Town Agreements and Friendship links with other nations.

to promote equality for all, and particularly in the more socially deprived wards in the town

We will do this:

- By encouraging social and/or affordable housing development that is integrated throughout new developments**
- by continued support to CAB
- by celebrating our cultural diversity
- by supporting Warwick District Shopmobility, and advising on its long term financial viability

to support our policies to maintain positive ecological action

We will do this:

- by encouraging pedestrians and cyclists, and discouraging unnecessary use of cars
- through our support to Transition Towns and Fair Trade
- keeping our town green and clean
- by our street tree planting programme
- through our support to Leamington in Bloom
- active support for Allotment Societies and those wishing to establish new Allotment sites

to promote the work of the Town Council

We will do this:

- by more active promotion of those activities we support financially such as Music in the Park
- by promoting in all media the groups and activities we fund, through for example more posters in prominent places to advertise events, saying *Funded by Leamington Town Council*
- by working with the Tourist Information Service and Leamington BID to promote the town and its activities and events to visitors, and examining signage within the town

to ensure that all expenditure of this Council is consistent with these objectives

We will do this:

- by thorough examination of all applications for grants
- scrutinising all expenditure and income

**ROYAL LEAMINGTON SPA TOWN COUNCIL
OBJECTIVES FOR 2014/15**

Royal Leamington Spa Town Council recognises the unique features of the town and strives to maintain and improve it as an attractive place IN WHICH TO LIVE, WORK AND VISIT (e.g. WE ARE PLEASED THAT LEAMINGTON IS THE VENUE FOR BOWLS ENGLAND NATIONAL CHAMPIONSHIPS AND WELCOME THE BOOST TO TOURISM THAT THE TOURNAMENT PROVIDES.) WE ACKNOWLEDGE THE SPECIAL CHARACTER OF THE TOWN CENTRE AND WISH TO WORK WITH WDC AND OTHER PARTIES TO PRESERVE IT. WE SUPPORT THE VOLUNTARY/CIVIC GROUPS WITHIN THE TOWN AND CELEBRATE ITS ECLECTIC RANGE OF CULTURAL AND COMMUNITY ACTIVITIES. WE TAKE PRIDE IN LEAMINGTON'S PARKS AND OPEN SPACES AND WISH TO WORK WITH WDC TO MAINTAIN THEM

***WORKING FOR A THRIVING & LIVELY TOWN
Specifically we want;***

to develop collaborative working arrangements with Warwickshire County Council and Warwick District Council, especially in relation to Town Centre development and planning in particularly deprived neighbourhoods

We will do this:

- by working with the Town Centre Development Manager, to ensure the views of this Council are heard
- by considering plans for specific wards
- through working with BID Leamington, the RLS Chamber of Trade, Old Town Team and other organisations such as the Leamington Society
- by maintaining Leamington Town Centre as a place ***FOR RESIDENCE, EMPLOYMENT, TOURISM AND RECREATION***
- ***BY WORKING WITH WDC, LEAMINGTON BID AND OTHER PARTIES TO DEVELOP LEAMINGTON'S HOSPITALITY SECTOR***

TO respond to WDCs Local Plan with a detailed argument for how we want to see Leamington develop

We will do this:

- by highlighting the need for ***GOOD QUALITY NEW HOUSING IN THE PRIVATELY OWNED AND AFFORDABLE SECTORS.***
- ***BY WORKING WITH WDC TO IDENTIFY BROWNFIELD SITES FOR DEVELOPMENT THEREBY REDUCING THE PRESSURE ON GREENFIELD AND GREENBELT SITES WITHIN WARWICK DISTRICT***
- ***BY EMPHASISING THE NECESSITY FOR NEW HOUSING TO REFLECT THE NEEDS OF ALL***
- by emphasising the need for employment opportunities for all our community
- by working with WDC to develop a policy on ***ALL TYPES OF HIMO.***
- ***BY HAVING DUE REGARD FOR THE CONSERVATION AREA EG BY WORKING WITH WDC AND THE LEAMINGTON SOCIETY TO SEEK ECONOMICALLY VIABLE RE-USE OF SIGNIFICANT REDUNDANT BUILDINGS***

- by acknowledging the history of the town
- by promotion of transport for all **TO INCLUDE PUBLIC TRANSPORT AND CYCLING**
- by promoting social cohesion
- in active promotion of community safety e.g. **THROUGH A RIGOROUS MONITORING OF THE NIGHT-TIME ECONOMY i.e. DISCOURAGING SEVs IN THE TOWN; WORKING WITH OTHER PARTIES TO REDUCE ROWDY BEHAVIOUR RESULTING FROM BARS AND NIGHTCLUBS ETC**
- **BY ENGAGING WITH RESIDENTS AND OTHER INTERESTED PARTIES THROUGH DIRECT CONTACT AND SOCIAL MEDIA TO ASCERTAIN THEIR VIEWS.**

TO support and develop all aspects of civic life

We will do this

- **THROUGH THE OFFICES OF THE MAYOR AND DEPUTY MAYOR**
- by engaging with the Event Management Officers of WDC in planning events in Leamington, **IN PARTICULAR THOSE MARKING SIGNIFICANT LOCAL AND NATIONAL ANNIVERSARIES AND EVENTS**
- by supporting and promoting community **INITIATIVE** and voluntary action, through our Culture and Community committee
- by our support to music and the arts
- through our support to the Blue Plaque scheme
- promotion of cultural links and understanding through our Twin Town Agreements and Friendship links with other nations.

TO promote equality for all, and particularly in the more socially deprived wards in the town

- **BY WORKING WITH WDC TO ENSURE A SUFFICIENT SUPPLY ACROSS THE TOWN OF DIFFERENTLY SIZED, GOOD QUALITY AFFORDABLE HOUSING**
- **BY WORKING WITH WDC AND WCC TO ENSURE SUFFICIENT AWARENESS OF EXISTING SERVICES EG ONE STOP SHOPS, EMPLOYMENT AND TRAINING CLUBS & COURSES ETC**
- by continued support to CAB
- **BY HAVING DUE REGARD FOR THE CULTURAL DIVERSITY OF THE TOWN**
-
- by supporting Warwick District Shopmobility, and to advise on its long term financial Viability
- **BY ENCOURAGING THE GROWTH OF BUSINESS IN LEAMINGTON**

TO SUPPORT our policies to maintain positive ecological action

We will do this

- by encouraging **AND SUPPORTING PEDESTRIANS, USERS OF PUBLIC TRANSPORT AND CYCLISTS**
- **BY DISCOURAGING UN-NECESSARY USE OF CARS WHILST ACKNOWLEDGING THE NEEDS OF DRIVERS TO ENSURE A “LEVEL PLAYING FIELD” BETWEEN LEAMINGTON TOWN CENTRE AND NEARBY RETAIL PARKS**
- through our support to Transition Towns and Fair Trade
- keeping our town green and clean
- *by our street* tree planting programme
- through our support for Leamington in Bloom
- active support for Allotment Societies and those wishing to establish new Allotment sites

TO RAISE AWARENESS OF THE ROLE OF THE TOWN COUNCIL

- **THROUGH THE OFFICES OF THE MAYOR & DEPUTY MAYOR BY PUBLICIZING MAYORAL ACTIVITIES ON OUR WEBSITE AND SOCIAL MEDIA, AND BY MAINTAINING A LINK WITH LOCAL PRESS**
- **BY PROMOTING SERVICES WE SOLELY FUND THROUGH OUR NEWSLETTER, SOCIAL MEDIA & WEBSITE WHICH SHOULD BE REGULARLY UPDATED**
- **BY RAISING AWARENESS OF EVENTS WE PARTLY FUND E.G. XMAS LIGHTS AND MUSIC IN THE PARK ON OUR WEBSITE AND SOCIAL MEDIA, AND ENSURING THAT OUR ROLE AS FUNDING PARTNER IS ACKNOWLEDGED BY HIGHER AUTHORITIES IN PUBLICITY MEDIA**

BY WORKING WITH WDC'S TOURIST INFORMATION SERVICE & LEAMINGTON BID TO PROMOTE THE TOWN TO VISITORS

- to ensure that all expenditure of this Council is consistent with these objectives
- through rigorously examining all applications for grants **(EG IT SHOULD BE A REQUIREMENT FOR EACH COUNCIL MEMBER REPRESENTING THE CULTURAL & COMMUNITY COMMITTEE TO HAVE EXAMINED EVERY SMALL GRANT PROPOSAL PRIOR TO DISCUSSION AT THE MEETING.)**
- scrutinising all expenditure and income

REPORT TO A MEETING OF THE POLICY AND RESOURCES COMMITTEE TO BE HELD ON 4TH SEPTEMBER 2014

WAR MEMORIAL

1. PURPOSE OF REPORT

To consider the addition of further inscriptions to the War Memorial and the agreed criteria to be applied in determining such cases.

2. BACKGROUND

2.1 The Committee first considered applications for the addition of names to the War Memorial in 2010, following a request from a local resident that a significant number of names had been omitted. This request related predominantly to the names of servicemen from the First World War with some additional names from the Second World War.

2.2 The Committee considered that in managing such requests, criteria should be adopted and, at the meeting held on 9th February 2010. the following was formally agreed:-

(a) those who have died during the designated war years in service or of causes attributable to service; ^{1*} and

(b) those persons living within the Parish of Royal Leamington Spa (as currently defined) for a period of at least 5 years or a minimum of 2 years immediately prior to the commencement of hostilities;

*1 The War years -as defined by the Commonwealth War Graves Commission -are considered to be:-

World War 1 - 4th August 1914 – 31st August 1921

World War 2 - 3rd September 1939 to 31st December 1947

2.3 The above criteria was subsequently applied to a suggested list of approximately 64 names of which 16 were agreed as admissible in accordance with the above provision. Subsequently a further four names have been added to the Memorial- all from the First World War- which conform with the adopted criteria. The Committee rejected proposed names that were recorded on other Memorials, either locally or nationally.

2.4 A local resident, Mr Eason, has recently undertaken further research of historic military records and has now requested that a further five names are added to the Memorial. A brief resume of the circumstances relating to each of these servicemen is included in the Appendix with notes on their connection to Leamington.

3. ADOPTED CRITERIA

- 3.1 The five inscriptions that are subject to this proposal meet with the Council's adopted criteria for the updating of the Memorial. However, the following matters are relevant to the consideration:-
- 1) The addition of names to the War Memorial when first completed in 1921 was preceded by a public notification in the local Press and a "call for names". A similar approach would have been followed after the end of the Second World War. It can therefore be concluded that in cases where relatives of the deceased continued to live in Leamington or the surrounding area, the opportunity to include a name on the Memorial would have been reasonably well known within the community.
 - 2) In adopting the residential criteria above, the 5 year minimum qualification is not linked to the outbreak of either of the hostilities and as a consequence it is possible for names to be proposed where the individual had moved away from the area and no longer maintained close ties with the Town. This is the case with two of the names now proposed to be added – see Appendix.
 - 3) The Working Group that considered the initial proposal to add names expressed a view that in the event of an individual being recorded on a war memorial elsewhere, it might not be appropriate to replicate the record on the Leamington Memorial. In addition to the five names included in this report a further name has been put forward but this has been rejected on the basis that the deceased is recorded on a Memorial at Offchurch.
- 3.2 The addition of a further five names to the Memorial cannot all be accommodated on the existing tablet placed at ground level therefore necessitating the addition of a further tablet.

4. RECOMMENDATION

- 4.1 The Council has adopted a criteria for considering the addition of names to the War Memorial. This has been used as a means of objectively assessing whether names should be added in the future.
- 4.2 In the case of the names now proposed, both Joseph Eyles and Sydney Riley had moved away from Leamington many years prior to the commencement of hostilities. An "in principle" decision on these inscriptions is therefore required.
- 4.3 The Committee may also wish to revisit the criteria it has adopted to ensure that future proposals to add names arising from past conflicts are required to satisfy a more stringent residence requirement such as having resided in Leamington Spa for at least 2 years immediately prior to the commencement of hostilities.

APPENDIX

Name	Rank and Unit	Address at Birth	Census Record	Burial/Memorial status
Harry Wright	Private – 7 th Battalion Gloucestershire Regiment	Born 1894 at 8 Comyn Street, Leamington Spa	1901 and 1911– at 25 Princess Street	Died of wounds on 10 Sept 1915 at Gallipoli. Buried at Lala Baba Cemetery, Turkey
Sydney Riley	Private -49 th Battalion, Australian Infantry	Born 1893, 17 New Street, Leamington Spa	1901 – at 19 New Street 1905 – Family emigrated to Australia	Reported missing in action (presumed killed) October 1917. Commemorated on Menin Gate Gate Memorial – Ypres.
Arthur Pears	Ordinary Seaman – HMS Bulwark	Born 1892 -66 Leam Terrace, Leamington Spa	1901 at 8 Althorpe Street 1911 residing at 33 Scotland Place, Leamington Spa	Died aboard HMS Bulwark – sunk 26/11/14 and commemorated on Portsmouth Naval War Memorial
Joseph Eyles	Lance Corporal – 8 th Battalion, Northumberland Fusiliers	Born 1885 at 15 Leam Street, Leamington Spa	1891 and 1901 at Leam Street 1911 at St George, Hanover Square, London	Killed in action 16.08.1917 at Ypres. Buried at Bedford House Cemetery, West-Vlaanderen, Belgium
George Jenkinson	Fitter 82 nd Brigade Royal Field Artillery	Born 1891 at 14 Northcote Street, Leamington Spa	1901 and 1911 at 14 Northcote Street	Killed in action March 1918. Body never recovered and commemorated on France 1914-18 Memorial (CWGC)

