

**THE TOWN COUNCIL
OF
ROYAL LEAMINGTON SPA**
TOWN HALL, PARADE,
ROYAL LEAMINGTON SPA
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ROBERT NASH ACIS DMS
Clerk to the Town Council

11th October, 2018

Dear Councillor,

You are summoned to a meeting of the Cultural and Community Committee to be held in Meeting Room 5 at the Town Hall, Parade, Royal Leamington Spa on **THURSDAY 18th OCTOBER 2018 commencing at 6.00 pm.**

The business will be as set out below.

Yours faithfully,

Clerk to the Town Council

To:- Councillors Heather Calver, Judith Clarke, Caroline Evetts, Tom Kenyon-Brown, Jojo Norris, Mota Singh, Amanda Stevens and Andrew Thompson.

Mr J. Mather (Leamington International Twinning Society)

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

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
Members are invited to declare any interest they may have in an item identified for discussion at the Meeting.
3. **PUBLIC FORUM**
To receive representations from Members of the public in accordance with Council Standing Orders.

4. TOWN TWINNING MATTERS
 - (1) To consider any matters relating to Twinning activity.
 - (2) To consider arrangements for the 50th anniversary of the signing of the twinning agreement with Sceaux.
5. MINUTES

To approve and sign as a correct record the Minutes of the Meeting of the Cultural and Community Committee held on 6th September, 2018 (Report No.5)
6. MATTERS ARISING FROM THE MINUTES
 - (i) TREE PLANTING AND RENEWAL

To consider allocations of new trees within the budget for tree replacement in 2018/19. (Report No. 6)
7. GUIDED WALK PROGRAMME 2018

To consider the attached Report (Report No. 7)
8. LEAMINGTON IN BLOOM

Following the award of a Gold certificate to the Town by Heart of England in Bloom, to consider any matters arising from the Judges Report (Report No. 8)
9. NATIONAL BEACON LIGHTING

To consider matters relating to the preparations for the National Beacon Lighting ceremony on 11th November. Minutes of the meeting of the Working Group held on 28th September (Report No. 9) herewith.
10. BLUE PLAQUE PROJECT

Town Clerk to report on the proposals for further plaques and the future of the Project.

MINUTES OF A MEETING OF THE CULTURAL AND COMMUNITY COMMITTEE HELD ON 6th SEPTEMBER 2018 AT THE TOWN HALL, PARADE, LEAMINGTON SPA

Present: Councillors Caroline Evetts (Chair), Jill Barker (substituting for Cllr Norris), Heather Calver, Tom Kenyon Brown, Ann Morrison (substituting for Cllr Clarke), Amanda Stevens, Andrew Thompson.

In attendance: Gavin Callard, (Warwickshire County Council).

19. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Judith Clarke and Jojo Norris

20. **DECLARATIONS OF INTEREST**

There were no declarations of interest at this time.

21. **PUBLIC FORUM**

There were no representations from Members of the Public.

22. **TOWN TWINNING MATTERS**

The Town Clerk reported that there were no Twinning matters to report other than confirming the arrival of the Bruhl Twinning Association which was due in Leamington over the period 13th-17th October 2018. Further details of the programme of events would be circulated to Members of the Council in due course.

With regard to the 50th Anniversary celebrations of the signing of the Twinning Agreements between Sceaux and Leamington Spa, the Town Clerk reported that following correspondence with the Sceaux Twinning Association it had been agreed that the visit would take place from 25th – 28th October, 2019

RESOLVED that the Report of the Town Clerk is noted and that the suggested scheduling of the visit from Sceaux over the period 25th – 28th October, 2019 is agreed.

23. **TREE PLANTING AND RENEWAL**

The Chairman welcomed Mr Gavin Callard, Arboriculture Area Manager, of Warwickshire County Council, to the meeting.

Mr Callard thanked the Town Council for its continued support in terms of helping to maintain the tree stock in the Town. He emphasised that with over 10,600 trees, Leamington Spa had the highest number of trees of any Town in Warwick District which, given the increasing age of the tree population, presented particular challenges to the Forestry Team.

The Committee was shown graphic illustration of the areas of the Town that had benefitted from re-planting work over the period 2015-2018 with funding provided by the Town Council. This had followed a sequential pattern that had embraced the North Leamington, Milverton and South Leamington areas of the Town predominantly. A survey of South Leamington had informed the programme of

replacement planting supplemented with requests from the Town Council. The Committee was also advised of locations where trees had previously been planted and which now needed to be re- stocked.

In answer to questions, Mr Callard confirmed that notices encouraging local residents to assist with watering had been attached to newly planted trees. Where such trees had not survived, he would look into any locations, where advised.

In relation to redundant tree pits, the previous practice of in-filing had now ceased and the Forestry team was working closely with the Highways Department to retain these features wherever possible. Where tree pits had been sealed, it was possible for these to be assessed to establish the feasibility and costs of reopening them.

Some residents at Sydenham Estate had complained at interference to their properties arising from overgrowth. Mr Callard confirmed that these cases had been investigated and discussions held with the relevant occupiers. Many of these trees had previously been the responsibility of Warwick District Council and this had now transferred to Warwickshire County Council which was engaged in a more proactive maintenance programme.

In terms of funding support, Mr Callard confirmed that whilst the tree maintenance budget had not been subject to further reductions this year, it was being expected to meet greater demands. The financial support of the Town Council was therefore a crucial part of the programme.

RESOLVED

- (I) that the Report of the Arboriculture Area Manager is received;
- (ii) copies of the maps indicating both previous replanting and potential new planting sites are circulated to Members of the Council for observation; and
- (iii) further consideration is given to any additional tree replacement suggestions at the next meeting.

24. **MINUTES**

Consideration was given to the Minutes of the Meeting of the Cultural and Community Committee held on 10TH July, 2018.

RESOLVED that the Minutes of the Meeting of the Cultural and Community Committee, held on 10th July, 2018, are confirmed and signed as a correct record.

25. **COMMUNITY GRANTS**

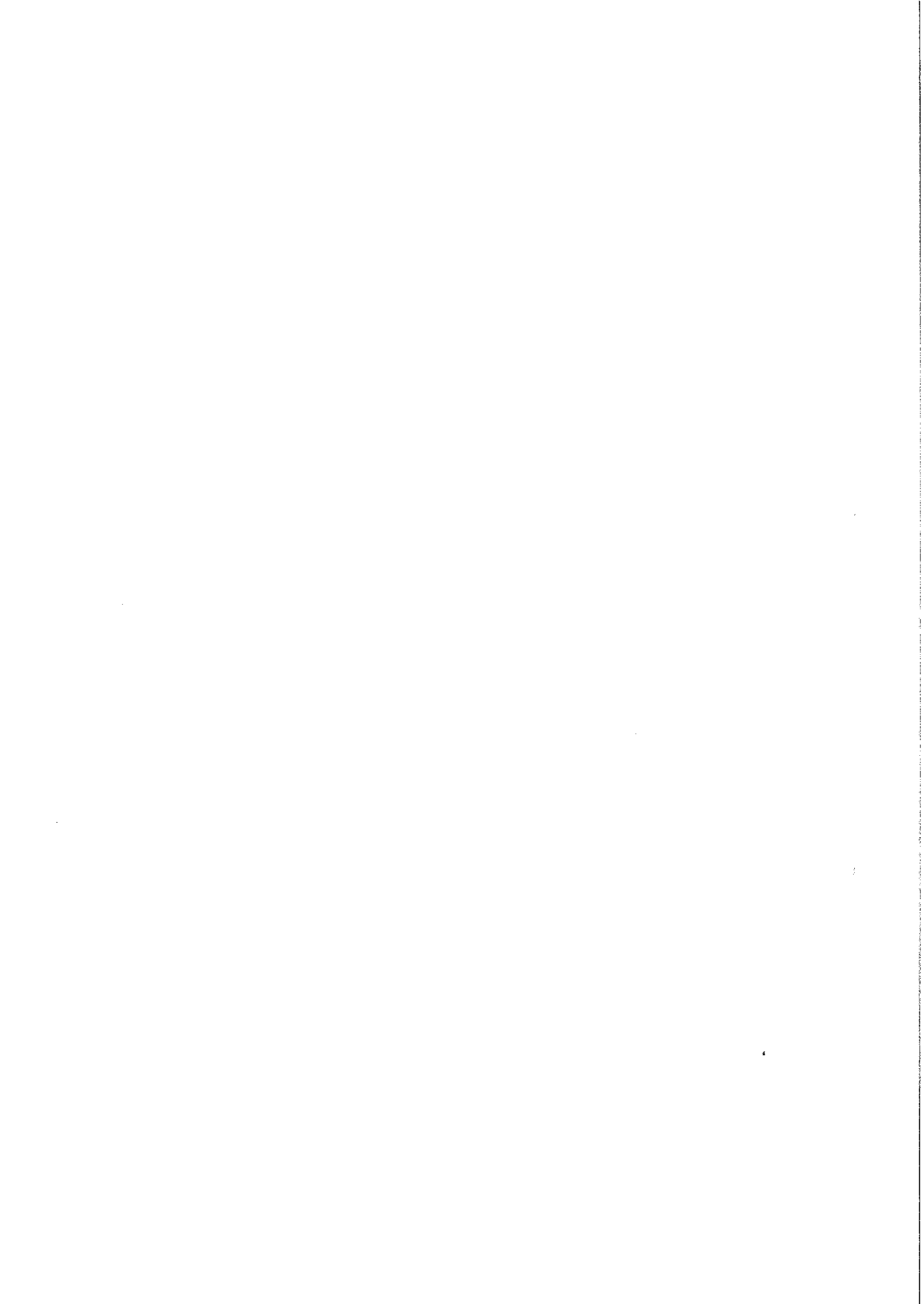
Consideration was given to a Report (Report No. 8) setting out applications to the Council's Community Grant Fund.

Following consideration of the schedule of applications, including background papers, it was

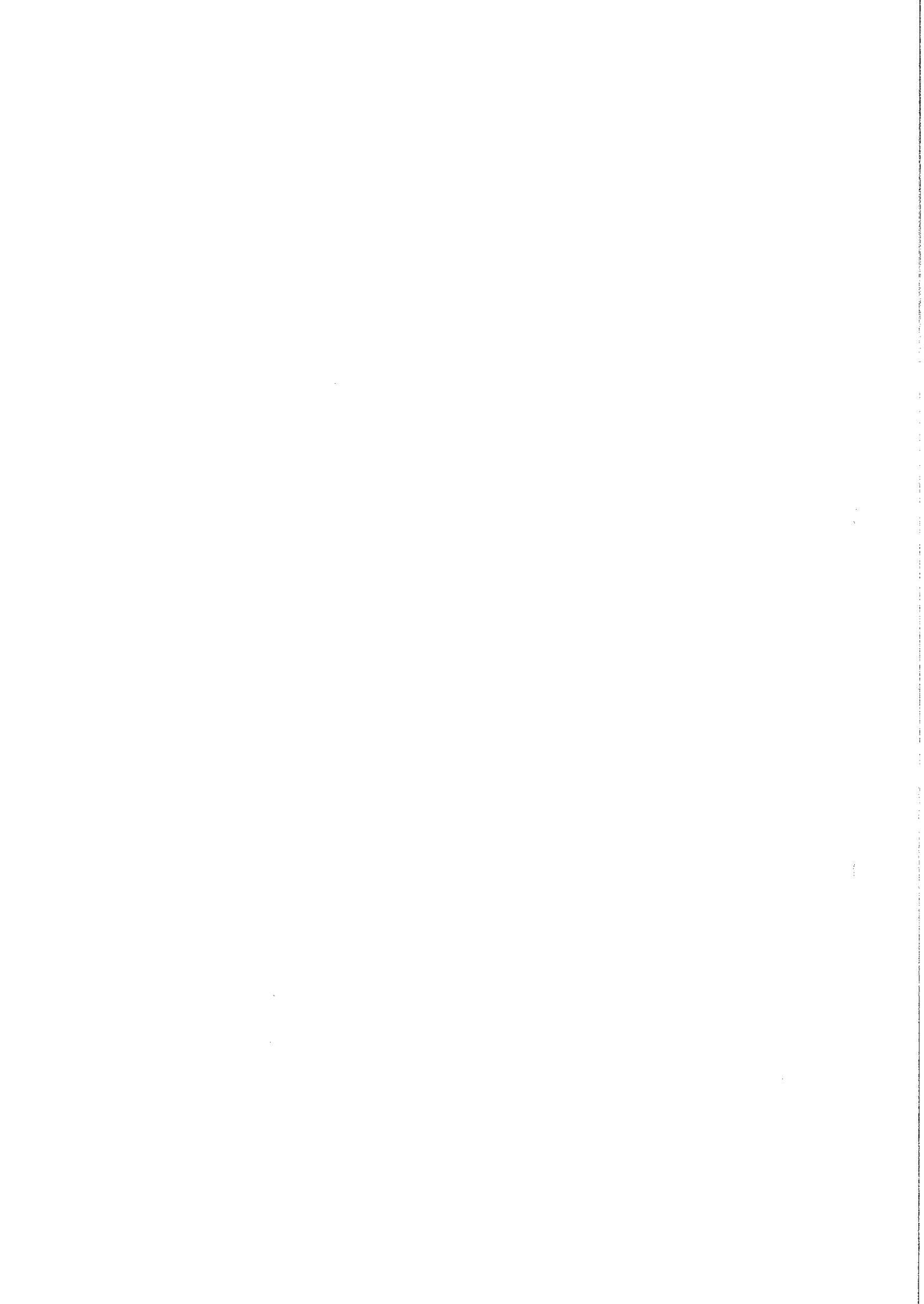
RESOLVED that the following grants are awarded:

Applicant	Project	Amount Submitted	Amount awarded
Sikh Cultural & Sports Community Centre	Local Women's Network - purchase of new chairs	£1,974.72	£1,000
Sydenham Primary School	Primary School Arts Festival	£2,000.00	£2,000
Public Domain Arts & Media CIC	Flipping the Script - Creative writing programme	£2,000.00	£2,000
Friends of Pump Room Gardens	Provision of two benches	£575.00	£575
Friends of Leamington Station	Provision of three GWR benches	£1,300.00	£1300
Leamington Football Club Ltd	Commemoration of World War 1 Centenary	£1,870.00	£1,870
Saturday Friendship Group - St Peter's Church	Contribution to revenue costs	£2,000.00	£2,000
Sydenham Neighbourhood Initiatives	2018 Festival of Light	£2,000.00	£2,000
Entrust Care Partnership	Male Carer's support Group	£1,995.00	£1995

The meeting commenced at 6.00 pm and ended at 7:35 pm.



Location	No of trees	Requester	Investigated	Resident approval obtained	Notes
43-45 Montrose Avenue	1	Amanda Stevens	No	Yes	
63-65 Montrose Avenue	1	Amanda Stevens	No	Yes	
91/93 Montrose Avenue	1	Amanda Stevens	No	Yes	
10 Lillington Close	1	Amanda Stevens	No	Yes	Tree recently removed
6 Lillington Close	1	Amanda Stevens	No	No	Tree recently removed
42/44 Northway	1	Jill Barker	No	No	Tree recently planted and died
55/57 Claremont road	1	Jill Barker	No	No	Tree recently planted and died
Llewellyn Road	2	Jill Barker	No	N/a	in the nature strip just east of the intersection with Northway
Prospect Road, Sydenham	3	Janet Alty	Yes	No	The north side of prospect road has several Rowan trees all of which are in decline and need of replacement. Reported to GC for investigation and report. Some resource to be allocated to replacing ageing trees
Nos 4, 6, 8 and 10 Telford Avenue	4	Sarah Boad	No	No	
8 and 18 Northumberland Road	2	Andrew Thompson & Resident		Yes	Previous trees here died and removed
	18				



Report to Leamington Town Council Cultural and Community Committee and Leamington History Group Committee

Guild of Guides **Historic Walking Tours of Leamington Spa 2018**

Synopsis

This report gives the background to the walks, describes the walking tours of Leamington for 2018, outlines the number of volunteer guides, number of walkers and then makes recommendations for 2019.

Background

Historic walking tours of Leamington have been provided free of charge to local people and visitors for twenty nine years. The Guild of Guides, consisting of volunteer guides, provides the service. They were managed by the District Council for many years and, latterly, by the Leamington Town Council. The walks usually run from June to September each year, taking place every evening during weekdays, lasting around one and a half hours.

In 2013 an initiative between the Leamington Town Council and the Leamington History Group led to the Cultural and Community Committee of the Town Council agreeing to the History Group taking over the management of the Guild of Guides. The Town Council would provide financial and administrative support to the scheme

The Guides 2018

We had a total of 9 guides for 2018. All these guides had previous experience. The guides were willing to give up their time voluntarily and it does them great credit that that were willing to devote their time to telling the history of Leamington Spa to both locals and visitors alike.

The Walks 2018

The walks were arranged on Tuesdays and Wednesdays. They commenced at 2.30 pm on Tuesdays and 7pm on Wednesdays except for September when all walks were carried out at 2.30 pm.

The walks started on Tuesday 19 June and finished on Wednesday 12 September. We were grateful to the Mayor of Leamington, Cllr Heather Calver, for opening the walks programme on 19th June.

In total, 26 free guided walks were carried out – the same number as last year.

In addition, 4 booked private walks consisting of 69 people in total were carried out between July and September 2018.

The Guild of Guides was also pleased to support the Mayor's Charity Walk in July 2018. This turned out to be a very successful event when 38 guests enjoyed a pleasant stroll around North East Leamington.

Two tours of Brunswick Street Cemetery were also carried out and proved to be very popular with a total of 70 people attending.

Summary of advertised free walks

Month	Number of walkers	Number of walks
June	71	4
July	160	8
August	289	10
September	108	4
TOTAL	628	26

Average number of people per walk in 2018 = 24

This figure is an increase from last year when we had a record number of walkers.

Summary of other walks

Booked walks - Four walks were booked bringing in 69 people

Cemetery Walks - Two walks were carried out bringing in 70 people

Mayors Charity Walk - This walk was supported by 38 guests.

The Grand Total for 2018 comes to 805 walkers over 32 walks

The free guided walks programme for 2018 easily matched that of 2017 and showed an increase in numbers from 548 to 628. This is a remarkable achievement considering the 2017 season was the most successful we had ever had at that time.

We are therefore most grateful for the help, assistance and sponsorship offered by the Town Council in enabling such a successful 2018 season.

It was also pleasing to note that the ratio between locals and visitors was about 3 to 1, which means we were able to attract numbers of both local residents and visitors, although the local walkers were predominant. Also the numbers of younger people has continued to increase. In fact the age range spanned 3 years to 90 years!

Concerns

Despite the increasing success of the walks, the rising numbers of walkers proved a real challenge to the guides. It is not reasonable, as a volunteer guide, to manage a group of over twenty walkers. Health and Safety considerations are an issue as well as the possibility of using more than one guide on each walk. The latter issue would mean many more walks per guide which may not be acceptable. The current programme runs on a "just turn up" basis which means that numbers of walkers is unpredictable.

This year, as last, we attempted to restrict the numbers to 20 per walk by advertising this on all our publicity material. However, this proved unsuccessful in quite a number of walks and the guides were reluctant turn people away.

The Chair of the Leamington History Group, Barry Franklin, accompanied by myself, provided the extra cover for the walks as necessary. Although this was very time consuming we felt it important to support the guides and to ensure they could manage the larger groups. I am very grateful to Barry for his help and support during the season.

Conclusion

The partnership between Leamington Town Council and the Leamington History Group has once again proved to be extremely successful in promoting historic Leamington as a valued part of Warwickshire's past. Despite not being involved in "Shakespeare's Warwickshire" these tours have given many people, both tourists and visitors alike, a valuable insight into Leamington as an 19th century spa town.

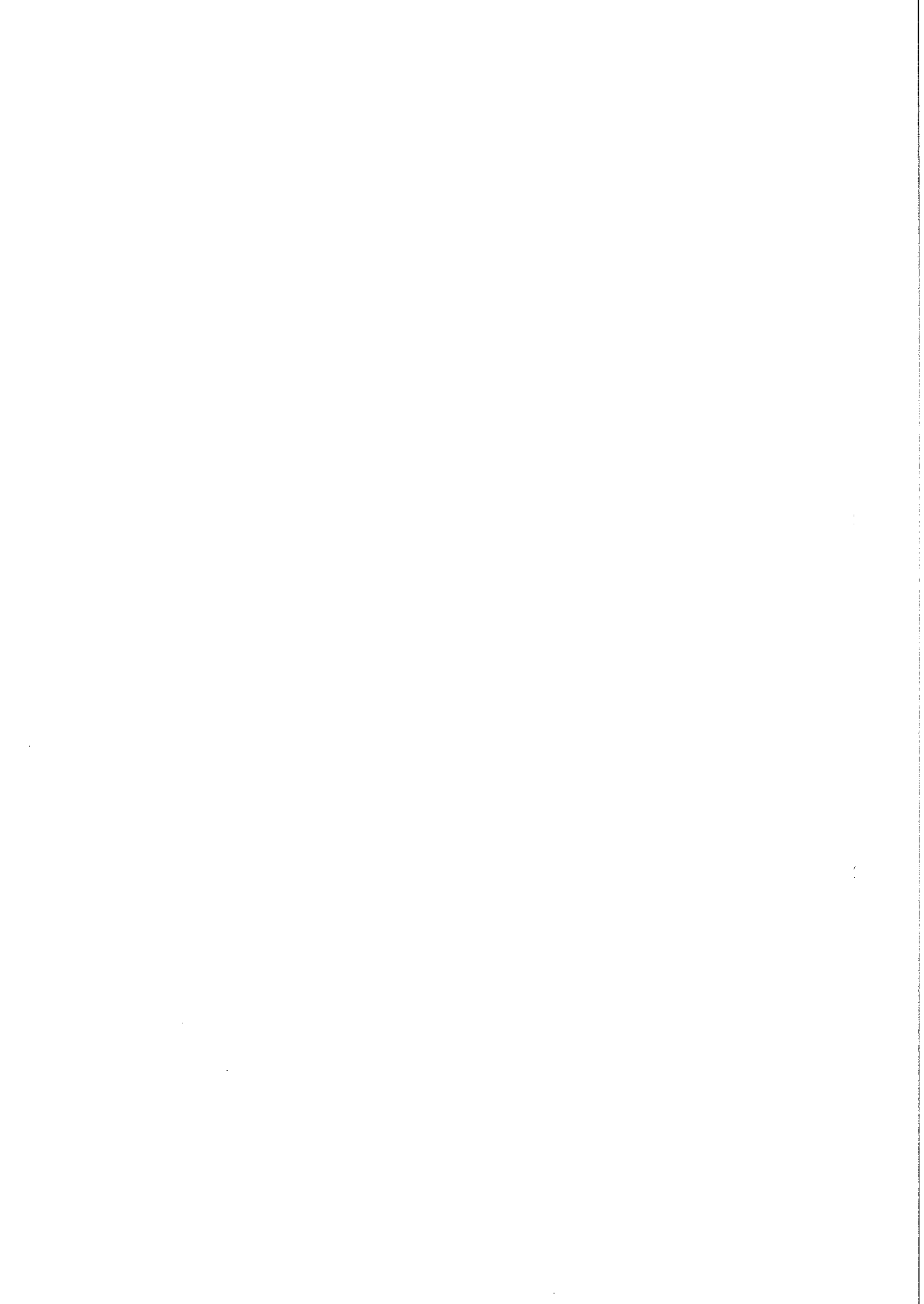
The feedback from the walkers has suggested that they have found the tours extremely enjoyable and informative and an important part of promoting Leamington as a historic spa town. Walkers appreciated the range of themed walks available and many took the opportunity to enjoy several different walks.

However, the increase in walkers has now become a real problem, as the guides are now having to manage larger numbers of walkers. There is a real danger that the walks are becoming unsustainable, as the resources we have, namely the guides, are insufficient to meet demand. Serious thought now needs to be given as to how we manage next year, including taking note of Health and Safety requirements. Without a resolution to this serious issue it may not be possible to run the programme in 2019.

Recommendations

- That Leamington Town Council continues to provide financial and administrative support to the walks for the 2019 season
- That the Council provides assistance, as necessary, to the Leamington History Group in recruiting and supporting the guides.
- That consideration be given to the purchase of microphone system to support the guides as they relay information to the walkers.
- That a short term project group is set up by the Town Council to provide a resolution to the resource problem.

Michael Pearson
History Group Walks Organiser - October 2018





Heart of England in Bloom Marking Sheet 2018

Name of entry: Leamington in Bloom	Judging Date: 12 th July 2018
Category: Small City	Judges: Joe Hayden and Emma Sibbing

Introduction: Once again the judges received a warm welcome from the Leamington in Bloom Committee members before being treated to an update on the activities of the group since last year. The judges were sorry to hear that Jim Dean had retired from the Committee after many years of loyal service, but were sure that the new Committee under the direction of Robert and the team would go from strength to strength. The route ably demonstrated the three pillars of the In Bloom campaign with Jephson Gardens, Foundry Wood, James Hiron's Home and the Vitsoe building and ethos being of particular note.

SECTION A – Horticultural Achievement

Assessing year-round horticultural achievement including conservation and natural areas.

		MAX	ACT.
A1	Impact design, colours, appropriate choice of plants, special features, presentation, innovation	20	18
A2	Horticultural practice cultivation and maintenance, quality of plants, sustainability, new planting	20	19
A3	Residential and Community Gardening residential, communal areas, allotments, public buildings (grounds of churches, schools etc.), car parks	20	18
A4	Business Areas and Premises retail and shopping areas, leisure sites, transport terminals, car parks, farms, rural businesses, pubs, post offices, tourist areas/attractions, offices, estate agents etc.	20	17
A5	Green Spaces verges, parks and open public spaces	20	17
TOTAL POINTS AWARDED FOR SECTION A		100	89
50% of maximum points			

Areas of Achievement:

- Jephson Gardens – as always, floral displays, perennial plantings, butterfly borders, new shrub beds, sensory garden, hot-house – it's got the lot! Maintained to a very high standard throughout!
- Sustainable planting on many town roundabouts
- The gardens James Hiron's House – extensive and all very well maintained
- Town Centre Baskets – more vibrant colours this year really stand out well!

Areas for Improvement:

- Still some weeds in some of the roundabouts on the route – but an improvement on last year
- Some feathering and suckering missed – but again a vast improvement on last year.
- Jephson Garden’s is the jewel of the tour – time on site this year was limited and the judges felt “rushed” to try to get it all in. Consider all the criteria that Jephson covers and ensure the site can be fully enjoyed – the Chelsea flower garden and sustainable planting at the far end of the park – and most of the artwork - was missed due to the time allocation.
- Great to see the new planters outside the Town Hall – a good start to the tour!

SECTION B – Environmental Responsibility

Assessing year-round activities improving environmental responsibility.

		MAX	ACT.
B1	Conservation and biodiversity areas of natural habitat, wildlife and conservation sites	10	9
B2	Resource management recycling, minimising demand placed on natural resources and any harmful impact on the environment	10	8
B3	Local heritage management and development of local heritage and/or identity, inclusive of natural heritage	10	9
B4	Local environmental quality management of vacant premises and plots, litter, graffiti, fly-posting, dog fouling etc.	10	9
B5	Pride of place management of street furniture, signage, art in the landscape and hard landscaping	10	9
TOTAL POINTS AWARDED FOR SECTION B		50	44
25% of maximum points			

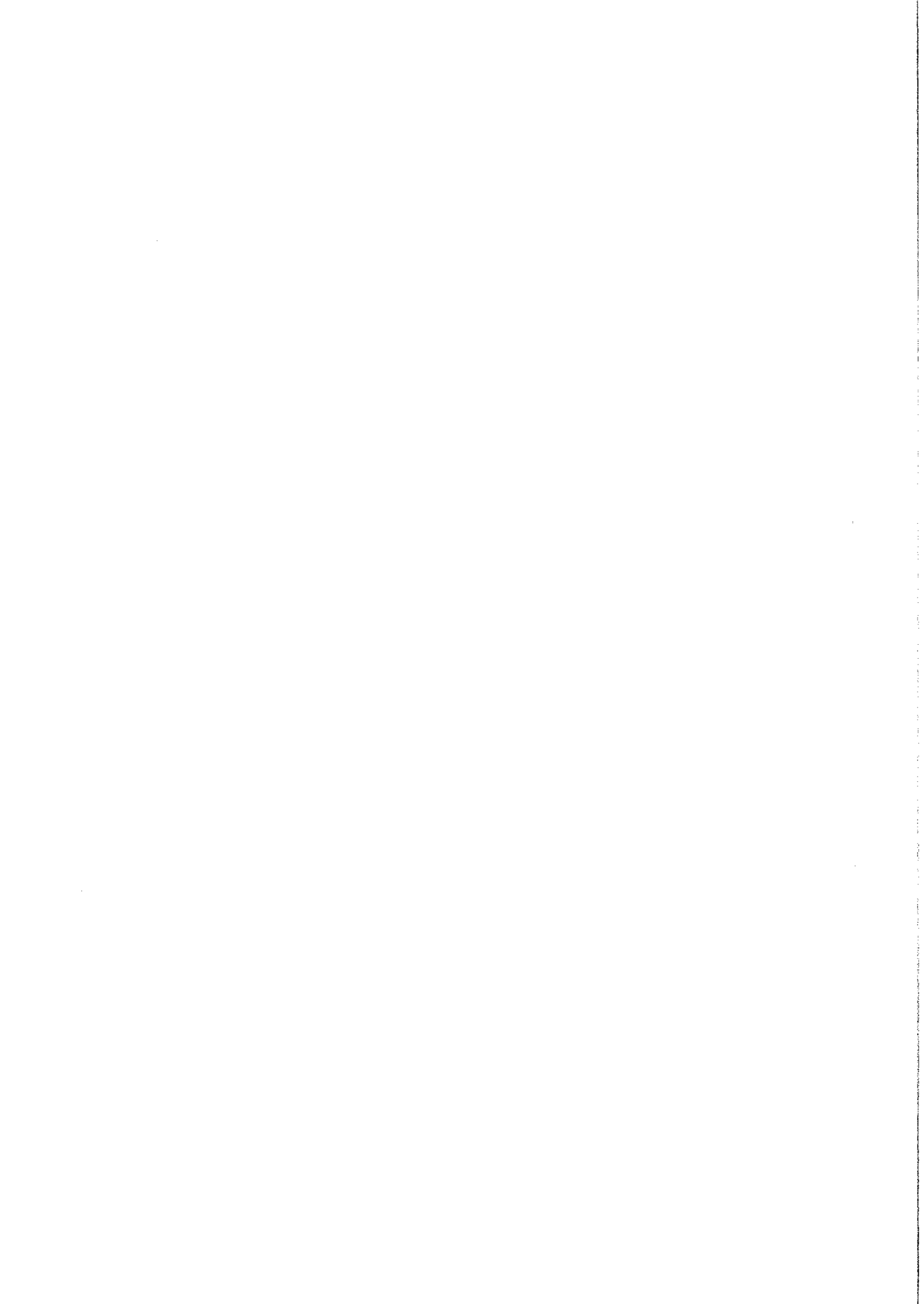
Areas of Achievement:

- Foundry Wood – its ecological management and diversity of activities is truly impressive
- Good corporate recycling procedures in place and achieving a good recycling rate overall.
- Litter and graffiti free throughout the route – and involvement with “Clean Up Britain Campaign”
- The town’s heritage is evident and celebrated through its architecture and listed buildings.
- A variety of public art installations are on display around the town.
- The Vitsoe building and ethos – environmental sustainability and lifestyle, health and wellbeing rolled into one.
- The judges were disappointed to have missed the Vitsoe “ridge and furrow” poppy planting at its best – but could appreciate its splendor, impact and scale from the photos and the landscaping on site – well done all!

Areas for Improvement:

- The judges welcomed the addition of Foundry Wood on the tour as it covers many of the environmental criteria as well as having good community and education interest.
- The judges acknowledged that the Committee had gone the extra mile to ensure this pillar of the campaign had been ably demonstrated on this year’s tour.

SECTION C – Community Participation			
Assessing year-round community participation			
		MAX	ACT.
C1	Development and continuity - Development and sustainability of the local Bloom initiative and evidence of ongoing projects	10	8
C2	Communication and education community awareness and understanding, engagement with schools and young people and/or other community groups, press coverage, publicity materials	10	9
C3	Community participation engaging a wide range of people across all areas of the community	10	9
C4	Year-round involvement schedules of events and supporting evidence of year-round activity (primary evidence to be presented in 15 minute presentation)	10	8
C5	Funding and Support initiatives to secure ongoing support for the local Bloom campaign including local business support	10	8
TOTAL POINTS AWARDED FOR SECTION C		50	42
25% of maximum points			
Areas of Achievement: <ul style="list-style-type: none"> • As always – the School geranium growing campaign involving 14 schools – for the trains at Jephson Gardens and Leamington Station. This year with “marigolds” for a change. • Fund raising and support for the Town Council. • Increased use of social media creating a good following of interested residents – Bloomers of the future? • The improvements to the website and social media presence. The sell-out Bloom Calendar and the very impressive “Leamington in Bloom” Magazine – great photos and narrative really raise the profile of the town’s Bloom Campaign and highlight year round activity. • The ARC CIC project at the cemetery – reclaiming the site for the community! 			
Areas for Improvement: <ul style="list-style-type: none"> • Consider increasing membership of The Bloom Committee to share the workload and ensure viability in future years. • Explore ways of working more closely with Leamington BID to perhaps reduce costs through economies of scale. • Leamington in Bloom has again achieved Gold – very well done. The Committee has considered carefully how to maximize the score with attention to detail on each stop of the Bloom Tour – resulting in an increase in the overall score! The Gold is well deserved Well done this year! 			
GRAND TOTAL POINTS AWARDED		200 (max.)	175/ 87.5%
MEDAL AWARDED		GOLD	



**MINUTES OF A MEETING OF A WORKING GROUP HELD ON 28TH SEPTEMBER 2018
AT THE TOWN HALL, PARADE, LEAMINGTON SPA COMMENCING AT 5.00 PM.**

Present: Robert Nash (Town Clerk), Councillors Heather Calver and Tom Kenyon-Brown.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Andrew Thompson and Jojo Norris.

2. BEACON LIGHTING CEREMONY – 11TH NOVEMBER 2018

The Group had been convened following consideration of a Report at the Meeting of the Council on 10th September concerning arrangements for participation in the National Beacon Lighting ceremony on the evening of the 11th November. A copy of the Report had been circulated with the Agenda.

The Working Group was reminded that the Council Meeting had **RESOLVED** “that the sum of up to £1500 be drawn from the reserves to assist with costs associated with the Town’s participation in the National Beacon Lighting ceremony on 11th November 2018”. The total budget available was therefore now £4,000.

The Town Clerk confirmed that contractual arrangements had been provisionally made for the following aspects of the event:-

Warwickshire County Council – Forestry team – Hire of hydraulic platform to add fuel to the beacon
Dudley Simpson Audio Visual – supply of public address system, temporary stage and lighting
Spitfire Pyrotechnics – Fire work display

The outline programme for the event as previously proposed was agreed namely:-

Introduction - Music – RLS Brass Band
Explanatory speeches – Mayor and Representative of British Legion
Last Post
Lighting of beacon
Ringing of Church Bells
National Anthem
Firework display (timing can be combined with ringing of church bells)
Closing speeches
Reception for invited guests (Newbold Comyn Arms)

With regard to the reception for invited guests, comprising Civic heads, Councillors and representatives of local organisations, it was agreed that this should be modest and mindful of the difficult financial circumstances of the time. The Town Clerk confirmed that he had secured a significantly reduced quotation for a buffet which would maintain the cost within the revised budget.

The Group emphasised the importance of good publicity and advocated both use of Social Media and Press Releases to ensure that the general public are aware of the occasion. As previously agreed by the Cultural and Community Committee, the invitation to Whitnash Town Council to participate in the event was endorsed.

There being no further business, the meeting ended at 5.35 pm.