



ROBERT NASH ACIS DMS
Clerk to the Town Council

THE TOWN COUNCIL
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4th July, 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 **TUESDAY 10TH JULY 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

(i) To consider any matters relating to Town Twinning, including arrangements for celebration of 50th Anniversary of Leamington- Sceaux Twinning Agreement in 2019.

A Member of Leamington Twinning Society will be in attendance for this item.

(ii) Mioveni- Town Clerk to report on recent discussions with a representative of the Municipal Authority.

5. MINUTES

To approve and sign as a correct record the Minutes of the Meeting of the Cultural and Community Committee held on 24th May, 2018 (Report No.5)

6. MATTERS ARISING FROM THE MINUTES

7. LEAMINGTON IN BLOOM

To consider and note the Minutes of the meeting of the Leamington in Bloom Committee held on 6th June, 2018 (Report No. 7)

8. TREE PLANTING 2018/19

To consider priorities for the Tree Planting programme for 2018/19.

9. WORLD WAR 1 COMMEMORATIVE ARRANGEMENTS

To consider the attached Report (Report No. 9)

MINUTES OF A MEETING OF THE CULTURAL AND COMMUNITY COMMITTEE HELD ON 24th MAY 2018 AT THE TOWN HALL, PARADE, LEAMINGTON SPA

Present: Councillors Amanda Stevens, Judith Clarke, Caroline Evetts, Mota Singh, Tom Kenyon Brown, Andrew Thompson, Jojo Norris and David Greenwood (substituting for Heather Calver)

In attendance: Colin Beadle (Leamington International Twinning Society)

1. **APPOINTMENT OF CHAIRMAN**

Councillor Judith Clarke was nominated and seconded as Chair of the Committee for the ensuing year. There being no further nominations it was

RESOLVED that Councillor Judith Clarke is appointed Chair of the Cultural and Community Committee for the year 2018/19.

2. **APPOINTMENT OF VICE-CHAIRMAN**

Councillor Caroline Evetts was nominated and seconded as Vice-Chair of the Committee for the ensuing year. There being no further nominations it was

RESOLVED that Councillor Caroline Evetts is appointed Vice-Chair of the Cultural and Community Committee for the year 2018/19.

3. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Heather Calver

4. **DECLARATIONS OF INTEREST**

Councillor Andrew Thompson declared a non-pecuniary interest as Warwick District Council Portfolio Holder for Health and Community Protection and Councillor Amanda Stevens declared a non-pecuniary interest in grant application no. 2 (Lillington Olympics Day) as a member of the organising committee.

5. **PUBLIC FORUM**

There were no representations from Members of the Public.

6. **TOWN TWINNING MATTERS**

Mr Beadle informed the Committee that twenty members of the Leamington International Twinning Society and eighteen members of the Kenilworth Twinning Association would be visiting Sceaux from 1st – 5th June, travelling by coach. It was hoped that discussions would take place regarding the 50th anniversary of the twinning agreement between Leamington Spa and Sceaux next year. A date needs to be agreed for the French delegation to come over to Leamington so plans can be made for celebratory events and possible exchange of appropriate gifts.

Mr George Mila from Mioveni in Romania will be visiting Leamington from 16th – 24th June and is due to meet with John Mather and Simon Wheeler to discuss possible useful links which could be established (not a formal twinning arrangement).

There is a visit from a twinning party from Bruhl planned for the period 13th – 17th October, and the civic dinner will take place at Warwick School on Sunday 14th October.

Mr Beadle was asked about possible LITS attendance at town events over the summer as the Society usually has a presence to promote its activities and recruit new members. Unfortunately, the member of LITS who usually leads on this has not been able to take an active role this year due to family circumstances so opportunities to book spaces at events such as Art in the Park have been missed. Mr Beadle acknowledged that next year this issue must be tackled much earlier to ensure spaces are secured in plenty of time.

Membership of the Society is dwindling so any new ideas on ways to recruit new members would be appreciated. Councillor Greenwood suggested mentioning LITS in a press release by the Rotary Club as the Bruhl Rotary Club is visiting Leamington in June

Mr Beadle was thanked for his contribution and he left the meeting at 6:12 pm.

7. MINUTES

Consideration was given to the Minutes of the Meeting of the Cultural and Community Committee held on 10th April 2018.

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

8. COMMUNITY GRANT FUND

Consideration was given to a Report (Report No. 7) setting out details of applications for the Community Grant Fund.

Following consideration of the respective applications, including the background papers provided by each applicants, it was

RESOLVED that the applications are determined as follows:-

Applicant	Project	Amount requested	Amount allocated
Lillington Primary School	Local Democracy Awareness	£595.00	£595.00
Lillington Community Fun Day	Lillington Olympics Day 2018	£1553.08	£1000.00
Achieving Results in the Community	"Hanging Gardens of Lillington"	£1100.00	£950
One World Link	Bo teachers visit	£1300.00	£1300.00
Warwick First Responders	Terrafix Responder system	£930.00	£930.00
Leamington Old Town Team	Leamington Canal Festival 2018	£1890.00	£1000.00 (on provision of two quotes)
Public Domain Arts and Media	"Flipping the Script"	£2000.00	£0
Entrust	Dad to Dad project	£1995.00	£0
Central England Lipreading Trust	Lipreading training courses	£2000.00	£1000.00 (on provision of

			matchfunding evidence)
Warwickshire Pride	Pride Festival 2018	£1320.00	£852.00
Own Books	Providing extra books to primary schools/art workshop	£2000.00	£500.00
Safeline	Keeping vulnerable young people safe at Lillington Primary School	£2000.00	£2000.00
Brownies	Attendance at Warwickshire International Camp	£750.00	£750.00
TOTAL		£19433.08	£10877.00

9. LEAMINGTON IN BLOOM

Consideration was given to a Report (Report 8) – the minutes of the meeting of Leamington in Bloom on 9th May 2018. An update was received by members on the status of this year's Floral Train project, the green group/schools grants, the Heart of England in Bloom judges visit (Thursday 12th July) and the upcoming Open Day in the portico at the Pump Rooms (Saturday 2nd June). The new planters for outside the Town Hall (funded by the town council) have arrived at the depot and will be installed by Warwick District Council prior to the judges' visit on 12th July.

RESOLVED

- (i) that the Report was noted and thanks given to members of Leamington in Bloom for their continued efforts; and
- (ii) the allocation of funding from the Leamington in Bloom budget to outdoor projects for community spaces and local schools, is approved..

10. WORLD WAR 1 COMMEMORATIVE ARRANGEMENTS

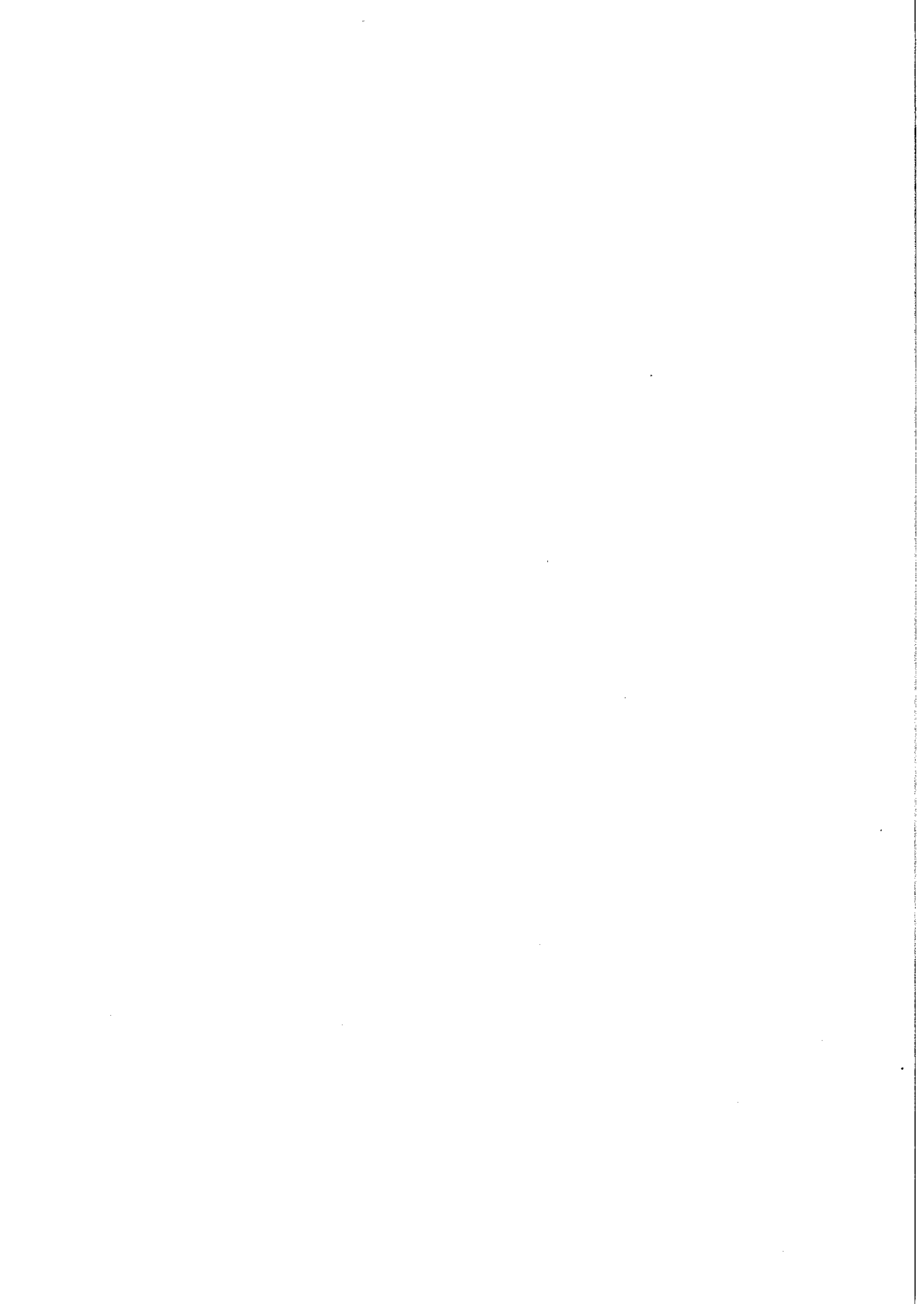
An oral update was given on the ongoing arrangements for the installation of commemorative paving stones in memory of two Leamington-born Victoria Cross recipients (Private Henry Tandy and Lieutenant John Barrett). The stones are being supplied by the Department of Communities and Local Government to commemorate First World War recipients of the Victoria Cross (VC) and must be laid on, or as close to, the 100th anniversary of the date that the VC was awarded. In the case of both soldiers from Leamington, this falls in September 2018.

The Town Clerk had met with representatives of Warwickshire County Council and the King's Yorkshire Regiment at the War Memorial to agree the precise location for the Memorial Stones. The County Council has agreed to fund the cost of the installation of the stones and a ceremony unveiling them once they are in situ will be arranged with further details circulated to Members in due course.

The Town Clerk is also currently working on arrangements for the lighting of the beacon on Newbold Comyn on the 11th November to mark the 100th anniversary of the end of the First World War. A further report would be made to the next meeting of the Committee.

RESOLVED that the Report is noted.

The meeting commenced at 6.00 pm and ended at 7:47pm.



MINUTES OF THE LEAMINGTON IN BLOOM COMMITTEE HELD ON 6th JUNE 2018 AT THE TOWN HALL, LEAMINGTON SPA

Present: Robert Nash, Councillor Caroline Evetts, Richard Cunningham, Annabel Rainbow and Katherine Geddes.

33. APOLOGIES

Apologies for absence were received from Peter Bailey, Kate Bailey and Simon Wheeler

34. MINUTES

The Minutes of the meeting held on 9th May had been circulated and were discussed.

35. GREEN GROUP/SCHOOLS GRANT APPLICATIONS – ASSESSMENT AND DECISIONS

The group reviewed the grant applications received (5 schools, 6 green groups) and decided on the successful applications through best value, contribution to school life, how much value this grant funding would add to the project described and beneficiaries.

The decisions are laid out in the table below and were unanimous:

<u>Applicant</u>	<u>Successful?</u>	<u>Amount awarded</u>	<u>Reason</u>
Milverton Primary School	Yes	£150.00	Varied project, open to all pupils, encouraging vegetable growing via a "sense" theme
Our Lady and St Teresa's Catholic Primary	Yes	£150.00	Fruit cage complementary to the existing allotment, more space and variety of plants grown
Kingsway Community Primary	Yes	£150.00	Sensory garden to be developed, particularly support SEN pupils – vegetable growing too – Welly Wednesdays
Arnold Lodge	No	£0	Poor application, no detail of what the project was and what the funds were intended to purchase, or any outcomes

Cubbington CE Primary	No	£0	No detail on what the funding was specifically to be used for
Friends of Midland Oak	Yes	£150.00	Variety of wetland plants, approved by WDC, bee and butterfly attractors
Friends of Leamington Station	Yes	£150.00	New pollinating plants for the planters on the platform, sustainable planting ensures their future
Clemens St Bridge Gardening Group	Yes	£150.00	Improve shabby area, community engagement, appropriate planting on advice
Dragon Fields	No	£0	Lot of previous funding has gone into this area, lot of support from other sources, other newer groups benefit more from this small amount of funding
Friends of Christchurch Gardens	No	£0	Area has already had a lot of investment from RLSTC/WDC, not sure what plants, better focus on signage
Happy Days After School Club, Cubbington	No	£0	No detail on plants to be purchased, focus of club is majority Cubbington-based children
		TOTAL = £900.00	

KG/RN to contact each applicant with the outcomes.

36. FLORAL TRAINS

Collection of plants from schools to take place on Monday 25th/Tuesday 26th June – KG has written to each school to inform them of this, will follow up with a telephone call to each to confirm days and times, and to ensure the plants are ready to collect.

SW to contact Jon Holmes regarding collection of the plants from Peter and Kate's house (7 Garway Close CV32 6LH) on Wednesday 27th June – need to confirm this has been done.

KG/RN to also call schools regarding their attendance at the launch of the Floral Trains in Jephson Gardens on 5th July – so far St Paul's and St Anthony's have declined and Our Lady and St Teresa's has accepted.

No response as yet from manager at Leamington Station to launch of Floral Train on the platform on 5th July – KG to chase again and invite to launch.

37. OPEN DAY, PUMP ROOMS – FEEDBACK

Open Day took place on Saturday 2nd June between 11am and 2pm. Location was the Portico part of the Pump Rooms, hired to us at a cost of £150 (inclusive of VAT). Eight local green groups, including LiB, took part. Pump Room staff organised tables, chairs and water for us, and each group was invited to give out leaflets, do activities or demonstrations and talk to passing people.

We put out our display and the A board, plus some balloons and had two tables – one for kids crafts and one for planting a seed. AR walked around the Pump Room Gardens and Jephson Gardens, telling people what was happening, Anne Goodey took photos of our participants (with permissions) and RC and KG did the activities. AR also kindly provided cups of tea for all the groups – many thanks!

We moved all the tables out onto the pavement in front of the Portico after twenty minutes as people were not coming in and finding it too easy to walk past. This helped significantly, as did engaging verbally with families and plant sale attendees, and having the activities as incentives to draw people in.

Points for next time:

- Have tables next to the Warwickshire Heritage Plant Sale on the Pump Room Gardens as that was the site of the greatest traffic and interested people
- Have a brief A6 leaflet to give out
- Get LiB t shirts printed to wear

The groups which saw the most benefit on the day were those who approached people, engaged and had a “hook” to interest. The duration of 3 hours was fine and everyone was packed up and gone by 3pm.

38. JUDGES' VISIT – 12th JULY

- Itinerary and map of tour route now confirmed and sent to relevant parties.
- Maps and tour itinerary distributed – possible change to Victoria Park bit depending on the weather (Pete Rourke to be informed)
- Gary Rudd (WDC) has arranged the removal of the graffiti on Princes Drive and the replacement of the road sign on Park Drive (thanks given)
- AR has arranged with volunteers from Co-operative Energy and Vitsoe to do some litter clearing on Princes Drive opposite Vitsoe on Wednesday 11th July.
- RN to source and order some hi viz jackets (branded “Leamington in Bloom”) and to obtain up to 8 litter pickers.

- Town Hall planters – old ones to be removed by end of week commencing 11th June.
- The new planters to be installed the following week, planted up sustainably by WDC (who will maintain planters)

39. MAGAZINE

AR reported 598 downloads so far on the Issuu platform. Also available to read on the town council website and the LiB website. KG shared costs of printing some copies at WDC Print Room (10 x A3 folded A4 booklets = £23.74, 20 x A3 folded A4 booklets = £47.48). After discussion, it was agreed to have 50 copies printed for putting in TIC, Town Hall and other community facilities plus copies to judges, councillors and relevant officers – KG to place order

Official thanks to AR for all her had work on this project – it looks great!

40. PORTFOLIO

KG is working on this now with Anne Goodey – is coming along well. Looking to go to print by 22nd June ideally. RC to format the layout and design the cover – KG to arrange a date for meeting between RC, Anne Goodey and herself to go through content.

41. AOB

RN to start work on presentation for the judges

RC has talked to the Instagram group of photographers he knows about the photographic competition – they have put it out to their followers. RC will be leading a tour of some of them round Leam in early July which should result in entries!

Leamington History Society are starting their summer programme of walks soon – they are to be asked to mention the photographic competition and have some posters and entry forms at the Lodge – RN mention to Barry Franklin

Meeting closed – 7:32pm

Next meeting - Wednesday 4th July, 6:15pm, Room 5, Town Hall

REPORT TO A MEETING OF THE CULTURAL AND COMMUNITY COMMITTEE TO BE HELD ON 10TH JULY, 2018

WORLD WAR 1 COMMEMORATIVE ARRANGEMENTS

1. PURPOSE OF REPORT

To advise the Committee of progress in relation to preparations for events to mark the centenary of the end of the First World War and seek approval for expenditure as necessary.

2. NATIONAL BEACON LIGHTING

2.1 The Committee will be aware that on 11th November there will be a nationwide commemoration of the termination of hostilities in the First World War in the form of the lighting of beacons across the United Kingdom. The beacons are planned to be lit at 7.00 pm.

2.2 The Council has agreed to support this event through a ceremony taking place utilising the purpose built beacon erected on the hill overlooking Newbold Comyn. The land owner, Warwick District Council, has been formally notified of the event and no objections are raised, subject to prior approval of the means of access for tracked vehicles over the approach to the beacon site. A full event plan is now in the course of preparation.

2.3 At the meeting of the Committee held on 10th April, a draft programme for the occasion was suggested and approved as follows:-

Introductory music – Brass Band
Explanatory speech – Mayor and Representative of British Legion
Last Post
Lighting of beacon
National Anthem
Firework display (timing can be combined with ringing of church bells)

The event would be followed by a reception for Civic guests and other invitees at a venue to be determined.

2.4 The Committee further agreed to the composition of a Working Group to develop the final arrangements and event plan.

2.5 Initial meetings have taken place with representatives of service providers to establish the cost of this Project. This is set out as a draft budget at Appendix 1 to the Report. The Committee will need to acknowledge that the financial limits set within the Council budget for this project is £2500. Further work needs to be undertaken on developing costs and this will be reported to the Working Group in due course.

3. **COMMEMORATION OF AWARD OF VICTORIA CROSS**

- 3.1 The Committee has previously been advised that two recipients of the Victoria Cross- Lieutenant John Barrett (Leicestershire Regiment) and Private Henry Tandey (Duke of Wellington's West Riding Regiment)- are to be commemorated with memorial stones. These have been commissioned by the Department for Communities and Local Government as part of a national scheme of recognition that has been taking place since 2014 when the first stones were distributed.
- 3.2 Placing the stones has been left to local arrangement with the Local Council in each case often being the lead body. Warwick District Council will take delivery of the stones and these will be kept in secure storage prior to their placement around the War Memorial in readiness for a formal dedication and unveiling at Euston Place on **Sunday 23rd September at 11.00 am.**
- 3.3 The cost of placing the stones will be met by Warwickshire County Council. The event will therefore result in marginal cost to the Council and ancillary costs such as those associated with the hire of a public address system and administrative costs associated with the road closure of Euston Place can be contained within existing budgets.

4. **RECOMMENDATION**

- 4.1 Having noted progress in relation to these matters, the Committee is recommended to:-

- 1) authorise the Working Group to complete an appropriate event plan based on the arrangements for the beacon lighting ceremony on 11th November as set out in paragraph 2.3 above;
- 2) that in the event of a budgetary shortfall, the Policy and Resources Committee is requested to consider approving use of the Council's reserves; and
- 3) that arrangements for the dedication of the Commemorative Stones to holders of the Victoria Cross are noted.

World War 1 Commemoration - Beacon Lighting			
Item	Provider	Estimated Cost	Notes
Hire of access platform and operative	Warwickshire County Council	£420	Inclusive hire charge + one operative x 5 hours
Pyrotechnic stations	Spitfire Pyrotechnics	£1,200	Single station - 10 mins duration
Pyrotechnic stations	Spitfire Pyrotechnics	£1800-£2,000	Three Station - 10 mins duration
Civic Reception	Newbold Comyn Arms	£500	50 x £9.95
Provision of Stewards	tbc	tbc	
Current estimated cost		£2,920	
Budget		£2,500	

