

# HUNGERFORD TOWN COUNCIL

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Minutes of the **Full Council Meeting** held on Tuesday 7<sup>th</sup> April 2015 at 7.00pm in the Corn Exchange Complex, Hungerford.

**Present:** Cllrs Benneyworth, Crane, Wilson, Brookman, Thompson, Farrell, Wood, Bumbieris, Hudson and Small. Also present Geoff Adams, Adviser and PC James Parfitt, Thames Valley Police

**Police Report:** Damage to walls by the Legion and broken windows was reported and theft from cars in Denford car parks. A scrap between a cyclist and driver was dealt with. Police have carried out a couple of drug warrants in last 2 months and also set speed checks over a course of 3 mornings. Due to visibility police have not caught cars speeding at top of A338 hill so have no evidence for a speed camera. If HTC can produce evidence, police can do something about it. An out of town drug dealer has been caught during a rural operation. A lot of suspicious vehicles were spotted on outskirts of Hungerford. Please report these on 101 or 999. Cllr Farrell commented that 101 is not working effectively and recorded info takes too long. Police said ring 999 if needed. PCSO Lee Bremner patrols Hungerford but also looks after Lambourn. Zoe will be starting in May specifically for Hungerford. PCSO Jo King looks after Inkpen/Kintbury. A PCSO is needed to get to know local kids.

- 1. Apologies for absence:** Cllr Leach and Whiting
- 2. Declarations of interest:** Cllr Thompson, items 11 & 12
- 3. Approval of Minutes of the Full Council meeting on 2<sup>nd</sup> March 2015 and part II on 17<sup>th</sup> March 2015.** Cllr Wood proposed both sets of minutes as a true record, seconded by Cllr Brookman, 2 abstentions, rest in favour.
- 4. Mayor's Report.** Attended WI centenary celebration. Town Meeting went well.
- 5. District Councillor's Reports.** WBC is awaiting a report from Sport England following the application for CHTC containers to be placed on Triangle Field. Cllr Hewer will let Cllr Thompson know the decision tomorrow. If recommended for refusal it will be called in. Crossing in Bridge Street is delayed (awaiting BT to move pole) but will go ahead.
- 6. Committee reports (no more than 3 minutes per report)**  
**R&A – Cllr Benneyworth** met with Mark Norgate today about allotment lease renewal and indications were positive A letter will go out to allotment holders. A site meeting with Steve Lyford took place at Triangle Field and turf has been laid. Thanks to Cllr Farrell & J Kingham. Cllr Wood gave an update on the sports link and will report back later. Reference the Plane tree, HTC will get advice from a tree surgeon.

**E&P – Cllr M Wilson.** No meeting since Town Meeting so nothing to report.

**T&E – Cllr Crane** met with TTH and the group will continue to run. In order to seek funding, they need to identify a project. Julie Lloyd is still keen to be involved but a new chairman will be needed. T&E meeting next week may have to be postponed. Cllr Crane is now an advisory member on tourism for AONB. This should gain benefit for town.

**F&GP – Cllr Colin Bumbieris** reported F&GP agreed the risk assessments and media policy. Also money for 90 new union flags was agreed. CHAIN grant of £597 + match funding was passed. A Consultation response to WBC was done. Earmarked reserves have been changed around. Less is needed for benches.

**H&T – Cllr Rob Brookman.** Two bus stops are to be installed in Priory Road. Clvie Tombs has secured S106 money for this. He hopes construction will start in the Spring. HTC would be responsible for any bus shelter. Clive could look for S106 for capital cost for this. Parking restrictions are now in place by Catholic church. A letter has been received complaining HGVs pass too close to the pavement. Cllr Brookman has asked WBC for a meeting to discuss this. He has received no response from FGW about taxi spaces. Bus 222 has been discontinued. Wiltshire removed funding several years ago and Barnes and HTC can not afford to fund. Advertising is needed for a litter pick we need to raise awareness of litter problem. Cllr Thomson has spoken to Penny Setter and has her support for any campaign. Pubs and fast food outlets need contacting. Are there enough bins etc. April 19<sup>th</sup> is a possible date. **Action:** Clerk to contact WBC for hire of equipment and advertise in Adviser/NWN.

**7. Finance – Cllr Bumbieris.**

**a) Propose authorisation of cheque run payments.** Cheque run payments – Defib money has been spent. Cllr Bumbieris proposed cheque run, seconded by Cllr Crane, all in favour. F&GP committee were up on income for the year. R&A were under on expenditure. H&T was over budget because of Christmas Lights but income was over also thanks to Rod. T&E didn't spend all their budget.

**b) Propose year to date accounts.** Cllr Bumbieris proposed year to date accounts, seconded by Cllr Benneyworth, all in favour.

**8. Agree Social Media Policy.** Policy is a good starting point, that will need reviewing regularly. Cllr Bumbieris proposed to accept policy, seconded by Cllr Benneyworth, all in favour.

**9. Agree Risk Assessments.** H&S assessment suggested installing a stable door to increase security for staff working alone in the office. Cllr Bumbieris proposed risk assessments, seconded by Cllr Benneyworth, all in favour.

**10. Staff grading confirmation.** Cllr Benneyworth proposed staff grading increase goes ahead, seconded by Cllr Crane, all in favour.

**11. Leases update - Croft Field, Triangle Field and Football Club.** Still waiting to hear back from T&M on Football Club consent for lease. Cllr Small is nearly there with the Triangle Field transfer. Small details are being concluded. Croft Field lease is ready to be signed. Terms include £3k annual rent (from 2018) 99 year lease. Rent reviewed every 5 years (c.p.i) During 1<sup>st</sup> 2 years HTC will carry out immediate repairs to be funded by WBC. WBC has right to clawback some land should nursery wish to expand. Cllr Small pointed out there is no rent review should this clawback happen and this would effect 1/3 of the land. All were in agreement that this was acceptable. HTC are responsible for insuring Croft Field + 3 years loss of rent cover. HTC are responsible for repair and rates. We have a break clause should it not work out. Propose thanks to Cllr Small for finalising lease. **Actions:** Cllr Crane proposed the Mayor and Clerk should sign lease, seconded by Cllr Benneyworth all in favour. Cllr Small to go back to Sarah House with signed lease. Cllr Small would like to see Triangle Field transfer completed by end of May. Are there funders that may be able to help with cost to buy Triangle Field? **Action:** Add Croft Field to insurance

**12. Triangle Field - Theatre Company planning application update inc costs and grants.** Containers are ready to move – awaiting planning application. Cllr Hudson is drawing up layout of car parking spaces. £2,700 quote received by Cllr Thompson for hardstanding for containers. HTC has received 2 quotes (£16k for the far area to move bund & lay hardstanding). REME can't provide equipment but they may be able to help with the crane lift. HTC has £5k budget. HCTC has £1.5k budget. (A possible £1.8k may be available from GCT, £1k from T&M plus HTC grant £1.5K) gives total of £5800 of which £2,700 would be available to HTC from CHTC. The rest would be needed for the move. Cllr Crane left at 8.30pm. It was thought the HRFC should contribute towards the car park upgrade. **Action:** Cllr Benneyworth proposed we consider reshuffling Ear Marked Reserves, continue to obtain more quotes and pursue other lines of funding, seconded by Cllr Wilson, one abstention, rest in favour

**13. HRFC rent review proposal.** HRFC pay a £10 annual rent. Inflationary every 7 years? **Action:** Clerk/Cllr Small to check terms. Cllr Benneyworth proposed to go ahead if it is just an inflation increase, seconded by Cllr Wood, one against, rest in favour.

14. **Renewal of Community Centre lease due 9<sup>th</sup> July 2015 and booking/invoice arrangements.** Cllr Wood proposed this is deferred as a meeting needs to go ahead with Eoin first.
15. **Date of 2015 Christmas light switch on.** Friday 27<sup>th</sup> November 2015 suggested date. **Action:** Clerk to email TTH/T&E/CofC to check it doesn't clash.
16. **Any other Reports (3 minutes each) not to include any proposals- all councillors.** Friday 1<sup>st</sup> May – Friends of St Lawrence quiz £20 entry – Croft Field. A major issue is the direct line to Paddington being lost. Thursday 9<sup>th</sup> April 4pm is deadline to get nomination forms in. Mayors Reception 23<sup>rd</sup> April 2015 at 7.30pm.

**Meeting closed at 9.00pm**