

# HUNGERFORD TOWN COUNCIL

The Mayor  
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Minutes of the meeting of the **Finance & General Purposes Committee** held on Tuesday 15<sup>th</sup> September 2015 at 7.00pm in the Town Council Office, The Library, Church Street, Hungerford

**Present:** Cllrs Bumbieris, Small, Crane, Benneyworth and Wilson

- 1. Apologies for absence** – Cllr Brookman
- 2. Declarations of interest** – Cllr Small declared his interest in item 4 as a member of the Chamber of Commerce.
- 3. Minutes – Propose minutes of F&GP meeting on 14<sup>th</sup> July 2015** – Cllr Bumbieris proposed minutes as accurate, seconded by Cllr Crane, all in favour.
- 4. Finance - Consider and propose a grant donation to support the Victorian Extravaganza** - The clerk confirmed £500 was donated last year. Cllr Crane proposed a donation to the Victorian Extravaganza of £500, seconded by Cllr Benneyworth, all in favour.
- 5. T&M Lease – Update on Football Club and T&M agreement** – Hungerford Football Club has received a draft lease from Town & Manor and are broadly happy with it. They need to sign lease and agree split of mast income. HTC has not received confirmation from the Football Club that they have received advice from their solicitors that it is safe to proceed. **Action:** Cllr Small will chase Skipworth for a letter confirming this on headed paper. Cllr Small is confident the Part Surrender can be finalised before the year end. The Cricket Club have a secure lease. **Nest steps to finalise Part Surrender** – Above action is needed for this to be progressed
- 6. Croft Field - Management Committee – Propose agreement of new Chair and Consider constitution and budget/remit** –  
**Action:** Cllr Crane will approach R Curtis to see if he is interested in helping on the new committee. Nick Furr has offered to chair the committee. It was agreed a Chair should be voted in by the Management Committee. The clerk would recommend that the Committee be responsible for maintenance/security and response to the alarm. The bookings can continue to be run from the Town Council office. **Action:** Clerk will contact all members to arrange the next Management Committee meeting where the remit and budget can be discussed.  
**Propose 1 year fixed contract for the Electric - Deferred**  
**Recommend to Full Council quote for decoration** - The clerk showed the committee photos of the building and need for decoration following the recent works which have left bare render. **Action:** Clerk to obtain quotation for insulating the ceiling in the north building and to skim ceiling in main hall. Removal of partition will be carried out before any decoration is done and after the necessary relocation of the alarm systems is complete. DDA improvements will be set out in future plan; not for implementation now. These include widening of doorways, installation of ramps and a disabled toilet. **Action:** R&A will recommend to Full Council approval of the decoration costs.  
**Propose Alarm contract** – HTC has received a quote for maintenance of the security and fire alarm for £445. Cllr Small proposed proceeding with this service once the alarms have been relocated, seconded by Cllr Benneyworth, all in favour. **Action:** Clerk to obtain further quotes for the relocation.

7. **Hungerford Town Guide – amendments for new edition** – The guide will be reissued in January and needs a new intro from the Mayor to include reference to the antiques shops in Hungerford. Town & Manor has been approached to tweak their entry to include the new markets. N Perrin has been asked for any amendments to the Chamber's and Town Team Hungerford's entries. Nick Furr is amending the Playgroup's entry as it has been taken over by the Croft nursery. The Mayor would like the road map as one page on the back and the North Wessex Downs map in the middle spread. The front page photo will be taken by Tony Bartlett of a train across the bridge. Composition is to be left to him. **Action:** Clerk to contact all entrants for any changes.
  
8. **Review Code of Conduct** – The committee spent time reading through and comparing the West Berkshire Code of Conduct with the HTC, currently adopted, NALC Code of Conduct. They concluded the current adopted version is clear and relevant and they did not wish to alter this. In addition the NALC document on Dispensations can be read in conjunction with the NALC Code of Conduct.

**Meeting closed 8.10pm**