

HUNGERFORD TOWN COUNCIL

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MINUTES of the **Highways and Transport Committee** held on Monday 30th January 2017 at 7.25 pm in the Corn Exchange Complex, Hungerford.

Present: Cllrs Brookman, Hudson, Colloff, Simpson, Chicken, Crane and Knight.

Also present: John Willmott (JW) and John Garvey (Newbury Weekly News)

- 1. Apologies for absence.** Cllrs, Bumbieris, Whiting and Wilson
- 2. Declarations of interest.** None
- 3. Minutes of meeting held on Monday 28th November 2016:**
Cllr Brookman proposed minutes of 28th November as a true record, seconded by Cllr Chicken, one abstention and rest in favour.

Update on actions:

Noticeboard update – not discussed held over to the next meeting.

Action: place on the agenda for the next meeting.

Toilets maintenance control is due for renewal- date to be provided.

Action: place on the agenda for the next meeting.

- 4. Hungerford Station** – an update was presented by JW with additional information from Cllr Brookman. A meeting was held with Paul Willis of GWR and JW and Cllr Brookman on 29th November.

- Railings were cleaned by GWR
- The shelter roof of the down-line shelter has been replaced, but this was the wrong one, so we have a re-glazed inner shelter. The roof has not been replaced on the inner shelter and there was a discussion about the cleaning of the larger roof. It was decided that JW would ask Paul Willis to arrange for the outer shelter to be removed when he is back to review the work next week.

Action: JW to speak to Paul Willis of GWR.

- Decorating works is due to be re-tendered as it did not include the repainting of the bridge. Network rail will not cut down the laurel bushes as they do not represent a H&S issue.
- The crooked post repairs costs have risen and are being investigated by Paul Willis.
- Flowers – Rod Desmeules is liaising with the garden centre to improve the floral displays. RD is hoping to use some of HTC's hanging baskets to fix on a bracket on the fences. JW asked the committee for money towards the cost of the floral displays. Cllr Crane thought this would be possible under Hungerford in Bloom.

Action: Office to inform RFO.

JW further added that Hungerford station was not alone in the problems that we are encountering with the station, but was common throughout the UK. This has been taken to the highest point in Government.

Cllr Crane thanked JW for his hard work and other councillors voiced their thanks.

Customer & Communities Improvement Fund – Letter was received 21/11/16 from GWR informing HTC that our application for 2017-18 had been unsuccessful. Discussion was held and it was proposed by Cllr Hudson that HTC's £1K contribution should be ear-marked towards a Railway improvement fund. This was seconded by Cllr Simpson, with all in agreement.

Action: Inform the RFO of the wishes of the H&T committee.

The next bid cycle is for 2018-2019, and the Chair informed the committee that applications should be in by end of March. A consensus was reached that the shelter on the up-bound line should be improved, with suggestions of being made larger, full enclosed, heating and a self-cleaning toilet. This application would not include WBC. An additional suggestion was the creation of a Friends of Hungerford Railway. If work was carried out by the friends they would require H&S training from GWR.

Action: Cllr Brookman to enquire informally to GWR to the cost of extending the shelter.

Cllr Hudson raised about station standards according to the number of users.

Action: Cllr Hudson will forward information on this.

Incident on the footpath on the railway crossing – A couple reported a near miss on the unmanned train crossing at Freeman's Marsh. A lady was crossing the track with her dog, and she stated that there was no horn sounded, though the driver has stated that he did sound the horn. Communication with Network Rail suggests that they are considering closing the crossing, by diverting the path or enhancing the crossing with an active warning system.

Action: Cllr Brookman will contact Network rail and will ask for the crossing not to be closed, and copy in the members of the public involved.

Action: Cllr Knight to look at the signage at the crossing.

5. Pigeons in the High Street – Proposal for future culling

Some funds have been set aside to fund the cull, however Cllr Crane is meeting the new Chief Executive of Town and Manor in March and he will discuss this issue. It will also be taken up with chamber of Commerce.

Action: Cllr Crane to report back in March meeting.

A brief update was given on No 5 High Street.

6. Waste

Discussion on compliant made on WBC web pages re doggie bins; location of doggie bins and rubbish bins – The Hungerford resident complained about the amount of dog mess and rubbish in the cricket pitch area which they clear. Cllrs asked for two bins from Bulpit Lane to be relocated from here to the cricket pitch. Two new doggie bins would be purchased by HTC, not to exceed £300.

Action: Ask Maintenance man to move two bins to new location.

Action: Office to source two new doggie bins.

Action: Office to draft letter to be sent to Hungerford resident for Chair of Committee to sign.

7. Christmas Lights Debrief – Good feedback has been received with some comments of the display being over the top. The date of the switch on event was discussed with two dates being considered (26th November or 3rd December). Arguments were given for both dates,

with the timing of the tree arrival being determined by the first frost (to ensure that the needles do not drop) and sufficient time to dress the trees, and having the lights on display for the maximal time during the festive period to enhance the Christmas trade. Decision was deferred to next meeting.

Action: Office to provisionally book both dates in the Corn Exchange.

Action: To provide an estimate of the tree delivery time from a range of suppliers for the Norway Spruce.

Action: Cllr Knight to provide contact details for new supplier.

Deferred to the next meeting: Consideration to the idea that the tender is for a 2 or 3 year contract
Early tender will exclude trees (HTC to order)

8. Report on HTC street lighting following inspection by WBC – Inspection report has been received rating the columns from 1 (good) to 4 (bad). Of the lights inspected over 60 poles with brackets was rated condition 3 (poor). Of the 37 columns, five were identified as condition 3 and four were identified as condition 1. The remainder were classed as condition 2. Concern was expressed about the column near the nursery school which 12 months ago was classed as condition 1 was now classed as condition 2, but it is still cracked.

Action: Cllr Brookman is going back to WBC to clarify the report and how the inspection took place.

Cllr Brookman will check the columns classed as condition 3 and will report back to the committee at the next meeting.

Action: Cllr Brookman to check the columns.

Discussion took place about re-cooping the cost. Is this recovered via the precept applied to all residents or those who have the street lights outside their property?

Action: Cllr Brookman to seek clarification from WBC.

In addition, who pays the contract is it HTC directly or to WBC who pays the contractor.

9. District councillor response to parking costs and coach parking – no further information.

10. Discussion of the Annual Litter Pick – The date for the annual litter pick was set as Sunday 2nd April. JW asked if rear access to the station could be obtained.

11. Fly a Flag for the Commonwealth – It was confirmed that HTC would support and recognise Fly the Flag Day on Monday 13th March. Action: Office to make the arrangement.

12. CCTV - Review of the Privacy Impact Assessment for CCTV – Town Clerk had produced the assessment document, which will be considered at full council. Action: All committee members to read and feed back to Cllr Brookman before full council.

Signage for on the CCTV poles indicating point of contact – Agreed that signage should be ordered.

Advertise on the web site how members for the public have a legal right to view themselves – This was agreed.

Consider the fees for this service – the committee considered that members of the public who wish to view the CCTV footage due to a personal incident could be charged £10. However, people who make continuous requests should be charged a discretionary amount.

13. Terms of Reference for the Committee – the TORs have been updated recently, but committee members to ask to review and feed any comments back to Cllr Brookman.

Action: All to read and respond with any comments to Cllr Brookman.

Meeting closed at 8:58 pm.