

HUNGERFORD TOWN COUNCIL

The Mayor
Cllr Martin Crane OBE
28 Cottrell Close
Hungerford
Berkshire
RG17 0HF
Tel: 01488 684804
martincrane41@sky.com



The Town Clerk
Mrs Claire Barnes
The Library
Church Street
Hungerford
Berkshire RG17 0JG
Tel: 01488 686195
townclerk@hungerford-tc.gov.uk
www.hungerford-tc.gov.uk

MINUTES of the **Recreation, Amenities and War Memorials Committee** held on Tuesday 21st June 2016 at 7.00pm in the Corn Exchange Complex, Hungerford

Present: Cllrs Small, Bumbieris, Crane, Farrell, Winsor, Brookman and Whiting. Also present: Geoff Greenland and Ted Angell (HAHA), Rob Cox (TFMC), David Clayton and Roger Thompson (Community of Hungerford Theatre Company)

- 1. Co-opt Cllr Simpson on to the committee** – All were in agreement of co-opting Cllr Simpson to R&A
- 2. Apologies for absence.** Cllrs Benneyworth, Wood, Simpson, Knight
- 3. Declarations of interest.** Cllr Crane has an allotment. Cllr Farrell is on TFMC and has an interest in items 7, 8 and 12. Cllr Small is on TFMC.
- 4. Agreement of minutes of meeting held on 17th May 2016.** Cllr Crane proposed the minutes as a true record, subject to one amendment to item 6, to read (owned by Frank Clothier) seconded by Cllr Winsor, one abstention, rest in favour.
- 5. Hungerford Allotment Holders Association (HAHA) - Report under the Heads of Agreement** – An annual review is required which will go to their AGM on 5th July. A representative from HTC is invited and also the District Councillors. They will work through their Heads of Agreement and will table this at the next R&A. **Action:** Circulate the Heads of Agreement. Fairfields has 20 out of 24 plots occupied. Marsh Lane is at 72% occupancy. Cllr Small is waiting to hear back from the solicitors regards the lease extension. HAHA's accounts have been audited and circulated. There is a slight drop in reserves and there will be a drop in income this year. All rents have been collected.
Other allotment matters – A meeting has been arranged with Bryan Lyttle of WBC on 23rd August.
- 6. Community of Hungerford Theatre Company – Breach of planning conditions (screening, positioning) and license agreement** – David Clayton advised the containers have not been moved. This would require a crane. David Clayton advised the gap between two of the containers has been filled to improve appearance and he has got rid of the excess wood in the skip. Concern was expressed that no permission was given for this and the licence doesn't allow for alterations. In future permission from HTC must be requested.

The planning condition for the Theatre Company to screen the containers has not been carried out. Cllr Farrell stressed that the planning conditions need to be complied with and WBC should be advised of any changes. She is not in agreement with overlooking any part of the planning agreement. Planting hedging would involve digging up the newly laid car park which we wish to avoid. Alternatives for screening were suggested such as large planters/troughs and climbers however this involves regular maintenance and would take time to establish. There was concern that planting would lose a lot of parking space. TFMC has discussed this topic but not come to a consensus. **Action:** Theatre Company will discuss how they can improve the appearance of their containers at their next committee meeting and report back to R&A. A suggestion was made to paint the containers dark green. Electric supply to the containers has been

connected via the RFC building and a separate meter will be in place. The cable is to be made safe tomorrow.

Cllrs Winsor and Farrell thanked the Theatre Company for their production of Peter Pan at the Queens 90th celebrations. It was noted the Triangle Field car park has been improved since the Theatre Company arrived and the Theatre Company did contribute £3k towards this.

7. Triangle Field

- **Maintenance of guttering and fascia boards** – Further quotes are awaited. Put on next agenda.
- **Quotations for drainage improvements by entrance gate** – **Action:** - Obtain a third quote.
- **Bike ride 6th May 2017** – An outline of the programme has been received and they want permission to camp on the field. Support was voiced for the event which will raise the town's profile. Considerations include licensing, H&S Assessment, camping fees etc. **Action:** Cllr Whiting will attend next TFMC meeting.
- **Feedback from Queens 90th event** – The event went reasonably well and broke even. It was a free event for all. There were some teething problems with timing and not enough volunteer help on day however it was well attended and enjoyed. Cllr Winsor collected many raffle prizes and the raffle was successful making £240. Thanks were also mentioned to Cllr Small for his band and Cllr Farrell for all her hard work and to Stewart Hofgartner. It was suggested if a similar event was run again more volunteers would be needed and perhaps it could be a joint event with the carnival.

8. Croft Field – Consider quotations for plumbing of new sink

– Cllr Small proposed proceeding with the quotation from PCF to install a sink unit in the North Room of the Croft Field Centre at a cost of £1300 seconded by Cllr Whiting, one abstention, rest in favour.

Damp to end wall – This wall was not damp proofed. **Action:** Clerk to obtain quotes. Gazebo if built would help protect the building from damp.

Purchase of tables – Quote obtained for £87 per 6 foot table. **Action:** Cllr Farrell to check Ebay for cheaper offer. All agreed go with best option for purchase of 6 tables.

Outstanding £8,500- Cllr Crane has requested sight of minutes referring to member's bids from Dist. Cllr James Podger and will chase a response. Dist. Cllr Paul Hewer has suggested a meeting with Roger Croft. **Action:** Cllr Crane to draft a letter requesting a meeting with District Cllrs, Roger Croft and Nick Carter.

Plans for official opening of centre – Deferred. Scouts access letter has been sent. **Action:** Chase signed copy.

9. Library/Budget cuts - Any updates/actions

– item will be discussed at Full Council

10. St Saviour's Cemetery - Working Party report

– meeting took place on 26th May. Next meeting is set for Thursday 21st July at 2.30pm in the office. **Action:** Clerk to invite those that have expressed interest.

11. Tragedy Gardens – Report following site meeting and further actions

– Following a site visit with several members of the committee it was decided to move the plaque to the War Memorial pillar where it is more fitting. **Action:** Take quote to Full Council for consideration.

The contractor has asked for more hours to keep the garden maintained. 2 more hours a month over the summer were agreed.

12. Health & Safety Requirements – Consider quotations for cleaning of water tanks at Triangle Field

– Cllr Small proposed proceeding with the quote from Waterdrop for £330 and also for the risk assessment at Croft Field Centre, seconded by Cllr Crane, all in favour.

Consider quotations for replacement of wall in Bulpit Park - Awaiting quotes. **Action:** Ask Maintenance man to speak with Ian McCall about wedges required for temporary secure.

Consider quotations for tarmac repairs – Cllr Small proposed proceeding with quote from PCF for £415 for the tarmac repair at Skate Park car park and £375 for tarmac repair at St Lawrence (subject to obtaining a faculty) which also includes removing the broken metal grave surround, seconded by Cllr Whiting, one abstention, rest in favour.

Skate Park - Litter and anti-social behaviour, policing/CCTV – The police have sent an email suggesting actions. Cllr Crane is meeting with the Head of JOG School tomorrow and will mention the problems. **Action:** Contact the primary school also. All agreed to request an extra visit a week by the contractor to empty the bins and clear of litter.

13. Procedure for physical verification of assets and update on valuations

– **Action:** Cllr Whiting will meet with our maintenance man to review the ROSPA report on 3 sites. **Meeting Closed 9.15pm.**