

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 19th July 2016 at 7.00pm in the Corn Exchange Complex, Hungerford

Present: Cllrs Small, Crane, Farrell, Winsor, Brookman, Knight and Simpson. Also present: Ted Angell and Belinda Robinson (HAHA) and Geoff (The Advisor)

- 1. Apologies for absence.** Cllrs Benneyworth, Wood, Whiting, Bumbieris, David Clayton and Roger Thompson (Community of Hungerford Theatre Company) and Geoff Greenland (HAHA)
- 2. Declarations of interest.** Cllrs Crane and Knight have an allotment. Cllr Farrell is on TFMC and has an interest in items, 6, 7, 11 and 14. Cllr Small is on TFMC. Cllrs Knight and Simpson are on Friends of Hungerford Library.
- 3. Agreement of minutes of meeting held on 21st June 2016.** Cllr Crane proposed the minutes as a true record, seconded by Cllr Brookman, one abstention, rest in favour.
- 4. Hungerford Allotment Holders Association (HAHA) - Report under the Heads of Agreement** – Belinda Robinson was introduced. At the HAHA AGM the Heads of Agreement was endorsed. An annual review will take place as requested by HTC. Cllr Crane proposed that we continue our relationship with HAHA as per the Heads of Agreement with no amendment. Seconded by Cllr Small. HAHA will continue to attend R&A until the future of the allotments are clearer. Cllrs were invited to attend the HAHA meetings. At the ACG current tenants expressed concern about post May 2017, when the one-year lease expires. Feedback from Donnington Housing on planning permission as they indicated that they would offer the Marsh Lane allotment site to HAHA. Due to meet WBC (Bryan Lyttle) on 23rd August about the difference in terms of permanent and temporary allotments. **Action:** Update R&A in September.

Discussion about sites of new allotments has taken place within HAHA. **Action:** Office to re-circulate the document discussing the alternative allotment sites in Hungerford. **Action:** Place on Full Council Agenda the consideration of alternative sites for the allotment in Hungerford. HAHA would like a lease of 3 years. Currently, there are three plots vacant in Fairfields and 25 plots empty at Marsh Lane. HAHA supported Hungerford in Bloom and the winners have been made aware. Working partnership with the British Legion to put on a Produce and Craft Show on 20th August at the Legion.

- 5. Community of Hungerford Theatre Company** – A letter was received about the variations to planning applications and the longer term view. The letter was discussed considering the long term view and cost of development. The Committee was happy in principle to consider the suggestions, but it needed more information and discussion in greater detail. **Action:** Chair (DS) to approve draft letter of response and consider the involvement of the Triangle Field Management.
- 6. Triangle Field**
 - 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. Out-standing as awaiting feed-back.

- **Maintenance of guttering and fascia boards** – One quote has been received and further quotes are awaited. Put on next agenda. Brief discussion of work required. Cllr Farrell asked for a copy.
- **Quotations for drainage improvements by entrance gate** – No further quotes have been received and two quotes were considered. Cllr Knight proposed accepting Hibberds quote, seconded by Cllr Winsler, AIF.
- **Consideration of purchase of outside concrete table tennis table** – location of the table was discussed. It was felt that children should be asked what they would like provided for them. It was considered if the Head of JOG school could be approached to determine what is the best approach.

7. Croft Field

- Damp to end wall** – This wall was not damp proofed. **Action:** Clerk to obtain quotes, carried over to the next meeting.
- Purchase of tables** – six tables have been purchased and delivered to the site.
- Access to the Scouts Hut** - Scouts access letter has been redrafted and sent back to the Scouts. **Action:** Arrange for the sign off of the document with Town Clerk and send to the Scouts.
- Outstanding £8,500** – Meeting was held in the council offices on Friday 15th July with Dist. Cllr James Podger and Paul Hewer and Cllrs Bennyworth and Small. The out-standing £8,500 was discussed at this meeting. A further meeting is to be arranged with the Mayor to attend.
- Signage to prevent people driving on the grass** – Committee discussed options of signage, wooden posts, with removable ones and a low brick wall with a gap in it. The field does require vehicle access for events and the scouts, but the Committee wishes to minimise the number of vehicles using it as a turning area. **Action:** Office to seek quotes for the installation of wooden posts at the back of the car park, with two posts being removable. An additional issue was raised about parking in the car park.

8. Library/Budget cuts – Assessment by Red Quadrant was carried out and is due to be available on August. **Action:** Place item on full council agenda.

9. St Saviour's Cemetery - Working Party report – Next meeting is set for Thursday 21st July at 2.30pm in the office. **Action:** Clerk to invite St Lawrence's vicar to attend as well.

10. Tragedy Gardens – Quote was received for the removal of the plaque. Quote needs to be sought to install it in the new location. Relatives opinions should be sought about the transfer of location as views are very personal. Committee was reminded that next year is 30th year anniversary of the tragedy. **Action:** Place on full council agenda.

11. Bulpit Lane Play Park

- **Consider quote for concrete wall replacement** – Cllr Knight reported that the HTC maintenance man had installed wooden wedges to make the wall safe. A discussion took place on the wall and posts and if an expert opinion should be sought. The Chair thought there was more concern over the posts. The committee decided to leave the wall with the wedges in place for a further year and it should be inspected again. Office had compiled a series of quotes for the work, including replacement with concrete and wooden fence panels.
- Discussion on installing CCTV in area** – The CCTV required broadband, and would provide a static display. Cllrs discussed behaviour in the park, drug dealing and the effect on the residents in the area. **Action:** Office needs to determine if fibre broad band is installed in the area and determine connection costs.

12. Swimming pool House

- Consider quotations for work to be carried out on the property** – The property is managed by Marc Allen and one set of quotes, for each piece of work required to be carried out in the property, was submitted. Committee felt that another set of quotes should be gained for the work. Discussion took place on the work required. **Actions:** DS to approach Marc Allen to ask for details of inspections from the last two years; to include dates of inspection, who was present; Office to identify paperwork held on the property, the rental potential if upgrades were carried out; gain figures on rental income and expenditure on the property.

- 13. Inspection of war memorials** – Cllrs were advised that grants were available for the repair of war memorials (War memorials trust). An enquiry had been made about installing a plaque for a family member who had died in conflict since WWII. **Action:** Office to determine if installation of a plaque would be covered.

14. Health & Safety Requirements –

Consider quotations for cleaning of water tanks at Triangle Field – this work has been completed and the risk assessment carried out for the Croft Field Centre.

St. Lawrence’s permission awaited from diocese to address risks – **Action:** out-standing.

Working at height risk assessment – this is to cover any working at height activity including flag raising. A meeting has been arranged with Rod Desmeules to review the previous document.

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 – out-standing.

-Assessment of re-building costs for insurance - Insurance figures were received for the re-build cost of the Swimming Pool House and the Croft Field Centre, with the Croft Field Centre re-build costs have to take into account safe-guarding costs for surrounding area.

Meeting Closed 9.10pm.