

# HUNGERFORD TOWN COUNCIL

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**MINUTES** of the **Recreation, Amenities and War Memorials Committee** held on Tuesday 18<sup>th</sup> October 2016 at 7.00pm in the Corn Exchange Complex, Hungerford

**Present:** Cllrs Small, Crane, Winsor, Bumbieris and Brookman. Also present: Geoff Greenland (HAHA), Ted Angell (HAHA) and Geoff (The Advisor)

1. **Apologies for absence:** Cllrs Farrell, Wood, Simpson, Benneyworth and Knight.
2. **Declarations of interest.** Cllrs Crane has an allotment. Cllrs Small and Winsor are on TFMC.
3. **Agreement of minutes of meeting held on 20<sup>th</sup> September 2016.** Cllr Brookman proposed the minutes as a true record, seconded by Cllr Crane, rest in favour.

## Update on actions

- **Amendments to TFM constitution** – Cllr Small has amended this with reference to Clause 1 and a Clause at the end of the document. This has been circulated to the TFMC who are happy with this. Cllr Small proposed to amend the TFM constitution, seconded by Cllr Crane and all in favour.
  - **Feedback on current playground facilities** – some feed-back has been received by Town Clerk, but still waiting for further responses.
  - **Youth and Community Centre Sign** – sign has been delivered.
  - **Skate Park repairs** – in-hand.
  - **Police grant for CCTV** – This is being followed up by Claire Barnes.
4. **Hungerford Allotment Holders Association (HAHA) - Report under the Heads of Agreement** – Nothing to report. HAHA are trying to encourage more people to use allotments, especially at Marsh Lane. Smaller plots are being created to form starter plots.  
Lease – HAHA were pleased with the outcome of the meeting about the lease. (Cllr Bumbieris arrived 7:15 pm). A 5 year lease would give people confidence.
  5. **Consider the allocation of S106 funds** – Committee discussed use of funds, considering goal nets, moveable goal posts and items of playground equipment. **Action:** Office to determine when the money must be spent by and to place on the agenda for the next meeting.
  6. **Triangle Field – Report from TF Management Committee AGM.** Next committee meeting is on 9<sup>th</sup> December. Quote was received for the emergency work on the sewage tank. TFMC will pay for the work and the service contract; however, the Office will have to put it in place. **Action:** RFO to establish how to set this up.
  6. **Purchase of pressure washer for benches.** Discussion took place about the type of pressure washer and the available power source, water and ease of transporting. **Action:** Office to check with handy man the type required and will circulate information.
  7. **Budget** – Not discussed.
  8. **Library – Update from the meeting held on Wednesday 5<sup>th</sup> November.** Cllr Crane gave a summary. The libraries are entering a 6 week consultation period. There are three options with one preferred, where two of the libraries (Hungerford and Theale) will be saved as well as Newbury, though it is envisaged that volunteers will be needed to run the service. Professional input would still be provided. It was not clear how WBC would save

money. Friends of Hungerford Library will put in a response a HTC response will be considered. **Action:** Place item on agenda of full council meeting.

**9. St Saviour's cemetery – Review of Burial charges.** Deputy clerk presented comparison of costs from those in area (Thatcham to Swindon). The Committee felt that the council were not here to make money, just cover costs. The language of burials (rights of, interments) was not clear and further information should be sought. Burial prices had been increased previously and it was not felt to be right to increase prices again. **Action:** Office to seek guidance on language of burials.

**Open grave quotation** – one quotation was received from ET Shepherd. This is a specialist quote and they have carried out work previously in the grave yard. Cllr Brookman proposed that the quote was accepted, seconded by Cllr Winser and all in favour. **Action:** Office to instruct that work can begin.

**10. Health & Safety – Working at height risk assessment.** This was reviewed by the committee, and it was explained that an appropriate risk assessment must be carried out to satisfy our insurers. Cllrs reviewed and agreed to the document. **Action:** Office to draft a letter to those employees and volunteers who carry out working at height activities summarising the main points, on headed note paper and this must be signed and returned to the office.

**ROPSA report update** – Cllrs had reviewed this document, and some areas had been highlighted for attention. **Action:** Office to go through report and action repairs on any urgent issues. The other issues can be worked though based on individual risks that had been identified.

**Bullpit Lane Play Park** – quote had been received for the removal of the fences. It was proposed by Cllr Brookman to accept the quote from Broadmead Estates for £325 +VAT, seconded by Cllr Small with all in agreement. **Action:** Office to instruct the contractor.

**Playgrounds** – Cllrs Knight and Small went to look at the play grounds, with Cllr Simpson having looked earlier in the week. It was suggested that a working party should be set up to consider the comments from the public and review the current facilities. It was felt that there was not much for younger children. It was also suggested that it may be worth approaching playground services to look at the facilities for the under 5's. **Action:** Cllr Small to establish a working party for playgrounds.

**St Saviour's cemetery** – The holes in the ground where due to be investigated. There have been reports of fly tipping in the skip at St Saviour's. Contact had been made with Mr Cripps to ask the best way to secure the skip. **Action:** update at next meeting.

**War Memorials** – It has been agreed with REME that they will produce a plaque to add to the war memorial and HTC will pay for it being attached to the memorial.

**11. Cleaner for the Office** – The current cleaner of the office is leaving at the start of November and a replacement is required. Some suggestions were made, and the office will consider these. **Action:** Office to consider suggestions.

Meeting closed at 8.25pm