

HUNGERFORD TOWN COUNCIL

The Mayor
Cllr Helen Simpson
57 Fairview Road
Hungerford
Berkshire
RG17 0BP
Tel: 07920 110380
Cllr.helen.simpson@hungerford-tc.gov.uk



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 **Full Council Meeting** held on Monday 3rd February 2020 at 7.00pm in the Corn Exchange Complex, Hungerford.

Present: Cllrs Simpson, Downe, Chicken, Lewis, Alford, Knight, Crane, Winsler, Hawkins, Fyfe and Gaines. Also: Representatives from Penny Post, Newbury Weekly News, the Police and 2 members of the public. District Cllrs James Cole and Claire Rowles.

Police Report – There have been four car fires in the town since the beginning of December. The Fire Service attended on each occasion and two reports of arson were forwarded to the Police for investigation. In the Hungerford and Downland area, six burglaries were reported in January; one of these was in Hungerford. A recent tool marking event at the JOG school was very well attended; the next event will be on the 20th February in Howdens car park from 12-2pm.

Cllrs Simpson and Fyfe recently met Inspector Hawkett to discuss crime figures in the area (see Mayor's report – Appendix 1). This had been a very positive meeting.

Councillors thanked the local Police team for the good work they are doing.

Public Participation – There were no questions from the public.

- Note apologies for absence** – Cllr Hudson, District Councillor Dennis Benneyworth.
- Declarations of interest** – Item 8 – all councillors know the proprietors of Penny Post but confirmed this is not a pecuniary interest.
- Approval of Minutes of the meeting of the Full Council meeting held on 6 January 2020** – *Cllr Knight proposed the minutes as a true record with the addition of Cllr Hawkins name added to those present at the meeting, seconded by Cllr Downe, two abstentions (Cllrs Gaines and Lewis), rest in favour. The amendment was dated and signed by Cllr Simpson.*

The following item was taken now to enable the speaker to leave the meeting afterwards:

- VE Day Parade** – To discuss and approve plans for VE Day on Friday 8 May 2020 – Derek Loft from the Royal British Legion advised that with this year being the 75th anniversary of VE Day and VJ Day, the RBL would like to commemorate and celebrate these dates and this could be done as a joint event. If there is to be a parade in the town on VE Day, the road closure needs to be reported to WBC by 13th March. There has already been some discussion in the office regarding appropriate celebrations. There is a meeting this week with representatives from the RBL, REME and Police regarding the Armed Forces Day parade and councillors agreed that Cllr Simpson can discuss the possibility of a parade on VE Day at this meeting. Cllr Simpson will feed back to next FC.
- Mayor's Diary** – Refer to attached report which has been circulated (Appendix 1).
- District Councillor's Reports**
District Councillor Cole reported:
 - WBC are now emptying the bins on the High Street early on Wednesday mornings. He will check that residents have been informed of the earlier collection time.
 - The drains blockage on the A4 near Charnham Park roundabout is in the WBC schedule of works.

- Changes to the car park in Station Road may cause problems for deliveries to businesses in the Cuttings. This could be helped by moving the taxi rank to outside the Town Hall which will free up the delivery bay on the High Street. Cllr Chicken is planning to start an informal petition which could speed up this process.
- Co-Wheels is a car sharing scheme using electric vehicles and WBC is keen to promote this. If this is something HTC would be interested in, they could cooperate with WBC; if they did it alone, it would involve a large upfront cost.

District Councillor Rowles reported:

- She has investigated problems accessing documents on the WBC planning portal.
- She will chase progress on the possibility of having recycling bins in the High Street.
- WBC Highways is looking at improvements to the A338 junction at the Tally Ho pub following a recent serious accident.
- WBC's HELAA report has just been issued.

6. Actions from previous meetings

a. Update on WBC's review of Conservation Areas – The last conservation review (which included Hungerford) dates back to the 1970s and now needs to be updated. WBC has produced a template and is looking at providing training to help with completing and using the template. Cllrs Simpson and Downe have had initial discussions with the local historical association.

The following item was taken now to enable the District Councillors to leave the meeting afterwards:

- 9. Town Meeting March & Councillor Surgeries** – the Council will discuss and approve plans for the Town Meeting and Councillor Surgeries. Both Town and District Councillors are keen to start holding monthly surgeries and feel it would be beneficial to hold the first of these before the Town Meeting in March. An initial date of Saturday 29th February between 10.00 and 12.00pm at the Library was suggested – this will be confirmed. *Cllr Simpson proposed to arrange a rota for the surgeries and circulate, seconded by Cllr Gaines, all in favour.* The annual Town Meeting is on Wednesday 18th March at 7pm in the Corn Exchange. This will follow a similar format to last year.
- 7. Proper Officer** – *Cllr Simpson proposed the re-appointment of Claire Barnes as Proper Officer, seconded by Cllr Crane, all in favour.*
- 8. Penny Post Contract** – *Cllr Gaines proposed to renew the Penny Post Contract at a cost of £750.00, seconded by Cllr Winser, all in favour.*

Items 9 and 10 taken above.

11. Committee reports (no more than 3 minutes per report)

R&A (Cllr Simpson) – Refer to attached report which has been circulated (Appendix 2). Cllr Hawkins advised that work on this year's Hungerford in Bloom competition has already started and she will report to FC in March. She is asking for volunteers to join a working party.

E&P (Cllr Gaines) - Refer to attached report which has been circulated (Appendix 3). Cllr Downe advised that following publication of the HELAA report, he and Cllr Simpson will be attending a briefing session by WBC next week. He agreed to issue a statement with HTC's initial reaction to the report which will be available on our website and in Penny Post.

H&T (Cllr Chicken) - Refer to attached report which has been circulated (Appendix 4).

T&E (Cllr Crane) – Some contributions towards the cost of the advert in the Great West Way magazine have been received; the magazine will be published shortly. A meeting is to be held with the Chamber of Commerce to progress the issue of tourism in the town.

12. Finance –

a) Propose authorisation of cheque run payments (circulated) for last month – *Cllr Winser proposed the cheque run of £34,474.06, seconded by Cllr Simpson, all in favour.*

b) Propose Year to date accounts – refer to circulated Income/Expenditure Report – Cllr Winser highlighted any budgets that had spent more than expected at this point in the year. Mostly this was due to phasing issues. *Cllr Winser proposed the accounts, seconded by Cllr Gaines, all in favour.*

c) Grant Applications – The Council will discuss whether to approve the following grants for 2019/20:

- i) The Hub – Cllr Simpson proposed £5000 to go to the Good Exchange and the balance of approx. £2700 to be given to the Hub, seconded by Cllr Gaines, one abstention (Cllr Knight), rest in favour.
- ii) Chilton Foliat Primary School – Cllr Gaines proposed the sum of £200 to go towards their garden project, seconded by Cllr Chicken, one abstention (Cllr Crane), rest in favour.
- iii) St Lawrence’s Church – Cllr Simpson deferred a decision on a grant award subject to the office obtaining more details from the Church regarding the Youth Worker project.
- iv) Smarten up Hungerford – Cllr Winser requested a deferral of a decision on a grant award subject to the office obtaining more details from SUH, seconded by Cllr Simpson, all in favour.

PART 2

Confidential

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admissions to Meetings) Act 1960.

- 13. Council contractors 2020/21** – The Contracts Working Party will report to Full Council with their findings and recommendations for the renewal of annual contracts.

Cllr Winser proposed accepting A D King’s quote in the sum of £4,590, seconded by Cllr Gaines, all in favour.

Cllr Winser proposed accepting James and Co’s quote as agreed in the working party report, seconded by Cllr Simpson, all in favour.

Cllr Winser proposed accepting the Cricket Club’s quote in the sum of £2,050, subject to receiving insurance and health and safety documentation regarding the cutting of the hedge, seconded by Cllr Hawkins, all in favour. If the documentation is not forthcoming, alternative quotes will need to be sought.

Cllr Gaines proposed not to renew the contract for the War Memorial and Tragedy Gardens, with a view to reviewing options regarding these areas, seconded by Cllr Knight, two abstentions (Cllrs Hawkins and Chicken), rest in favour.

Meeting closed at 9.21pm

APPENDIX 1

Mayors report: Jan 2020

Mon 6 th Jan	Finance & Full Council Meeting
Mon 13 TH Jan	Environment & Planning Meeting
Tues 14 th Jan	Meeting with Cllr Cole, Cllr Downe, Resident, Conservation review for Hungerford fact finding only....
Thurs 16 th Jan	Internal office meeting – looking at Greenham common projects & Contracts
Friday 17 th Jan	Staff meeting (Private & Confidential), alongside Interim Clerk Jo Pike
Sat 18 th Jan	RBL 98 th Annual County Conference – Standard Bearer’s Inspection
Mon 20 th Jan	HTC – team building evening
Tues 21 st Jan	Recreation and Amenities committee meeting
Wed 22 nd Jan	On -Site visit to Triangle field and Croft field to site survey for options to host CCTV camera’s
Friday 24 th Jan	Catch up/review meeting with Cllr Gaines –
Mon 27 th Jan	Highways & Transport Meeting
Thurs 30 th Jan	Meeting with Police Inspector A. Hawkett, alongside Cllr Fyfe – explanation on latest crime figures and overall picture for Hungerford, police recruitment and sharing information between all parties, CCTV camera’s, public engagement etc...

In More Detail:

The Royal British Legion held its 98th County Conference for Berkshire & Vale of the White Horse. This was the first county conference to be held at Hungerford’s Royal British Legion branch (in local memory) and was extremely well attended by delegates.

I was invited as Hungerford Town Mayor to inspect the County’s Standard Bearers and to make a welcome speech to delegates.

I was delighted to talk about the achievements between HTC and RBL, sharing the many successes we’ve achieved together throughout the year, the delegates were interested to hear about the cleaning and placement of new headstones, signage, and new noticeboard at St Saviours, which informs visitors of the locations of the War Graves within the cemetery. Hungerford ‘s Branch President also praised and gave thanks for HTC’s support and inclusion. Following lunch, I stayed to hear a presentation from Guest Speaker, General Sir Mike Jackson, GCB, CBE, DSO, DL.

My thanks to RBL for their inclusion and hospitality... Hungerford’s Poppy appeal raised an incredible £34,504.09 Testament to the dedication of the Poppy Appeal local team.

Freedom of the Town 2020

Please share as widely as you can, and don’t forget to nominate those who make a significant contribution to the town on a volunteer basis, the deadline is the 1st March. An independent panel will then choose this year’s awardee’s, these will be announced at the Town Meeting on the 18th March.

Police Inspector - Alan Hawkett

Cllr Fyfe and I met with the Inspector to discuss crime figures within our local community. The meeting was reassuring, with news of two new full-time recruits for the local Neighbourhood Police Team. We also have a full-time Sergeant.

We were informed, Hungerford has the lowest number of crimes throughout the district. and shared details of how crimes figures are recorded. For example, the figures may show on the crime map as having multiple reported crimes in one location. If police were called to a brawl in a pub, each individual would count as an individual crime figure, each part of their crime will also be added.

Incident examples...

One person arrested for verbal assault that resists arrest and decides to throw a chair at the police officer, then who decides to run off and drive a car whilst under the influence of alcohol and damages the car it’s been parked next to. That’s 5 recorded crimes on the map.

A domestic abuse case could show’s up as violent assault, if police attend an address where there are repeated acts of domestic abuse each one is recorded individually. If the offender smashes a TV, resists arrests, kicked an officer and has a pocket full of class A drugs. that’s another 5 on the crime map. If he then does that 3 times a week, that’s 15 crimes accounted for...

In conclusion, crimes rates are still low, we need to report ALL crime in the right way, look out for your neighbours and those more vulnerable within our community. Don't make criminal activity easy by leaving valuables in cars or not securing your home. Join the neighbourhood watch team. Invest in your own security, (ring doorbells, CCTV, lights on and off).

999 Emergency Assistance. Threat to life, burglary in progress.

101 Report a crime, van broken into, criminal damage, shop lifting.

Email Neighbourhood police team - to feed in local information that may be really important to the local police team but not those who are here to cover officer rest days, outside the local team.

APPENDIX 2

Recreation and Amenities report Jan 2020

London Plane Tree:

Cllr Knight, Cllr Benneyworth, Cllr Cole and I, met on site at bridge street war memorial, with WBC's tree inspector. We discussed the London Plane tree which has been a concern for HTC, spending considerable budget repairing the damage caused to a private road, (those repairs may need to be done again fairly soon), there is also a gas main newly installed within its location.

The tree is beautiful and thriving, the river is providing all essential nutrients, it's grown so large over its lifetime of 30+ years.

The tree inspector was very helpful, informing HTC the tree's location wasn't suited, and it could potentially grow to considerable proportions. The tree is designed to be sited on parkland or large estates. Sadly, the tree has established without proper knowledge and consideration for its potential size, ideally this tree should have been pollard yearly to slow down its growth. Maintenance as the tree grows will lead to higher costs due to health & safety consideration whilst working so close to the highway. Although within a conservation area the advice given was to reduce its size by pollarding, in the hope this slows down its growth. HTC will apply for permission to pollard and continue to monitor the tree closely. HTC should consider carefully the costs associated to its maintenance, considering alternative options for its future management.

Fairfield & Marsh Lane Allotments:

R&A committee agreed to remove ivy that has overgrown on site. A new fence will be erected once the ivy is clear and should improve several plots that are difficult to tend due to their location.

HAHA reported 7 plots had been given up, 2 have already been taken and 5 plots remain available, although I believe there is a waiting list. The lease for the marsh lane allotments has now been signed by all parties. I know R&A and HAHA committee members are extremely happy to have this matter concluded.

Bulpit Playpark

Committee has agreed to resurface the ground (wet pour) that sits underneath the cableway, this should improve the conditions of the park which are looking much better following the professional cleaning of the wet pour surfaces in the park. The committee agreed to have a regular maintenance contract to clean all surfaces within both play parks managed by HTC.

Hungerford in Bloom

We are looking to form a working party and continue to revamp the competition and perhaps bring in more categories. Cllr Hawkins worked wonders on this last year with very tight timescales, we hope this much-loved community event will continue to thrive and grow each year. Let's hope the spring and summer season brings some beautiful displays.

APPENDIX 3

Environment and Planning Committee Report – 13th January 2020

The meeting was Chaired by Councillor Chicken as I was unfortunately away on business for the E& P meeting for the 13th January so I am reporting as per the minutes.

a) **19/02807/COMIND -Hungerford Garden Centre – Dobbie's Garden Centres Ltd**

- Proposed polytunnels and entrance canopy. No Objections
- b) **19/03072/HOUSE** - 11 Prospect Road, Hungerford – Dusa Nua Investments Ltd
Proposed two-storey side extension and new front porch. No objections
- c) **19/02717/COMIND** - Land at Folly Farm and South of Denford Lane – Denford Park Pastures East –
This was a Retrospective application for change of use from agricultural land to equestrian use (paddocks with associated post and rail fencing), relocation of existing field access and construction of brood mare and foaling barn.
The proposal was to Objection, and to ask District Councillors to request that the application be called in to the Western Area Planning Committee in support of the objections raised by the West Berks group of the Ramblers Association relating to Hungerford Footpath 15 which highlights the potential danger to the public from the unpredictable action of the horses in the paddock, and to properly assess the concerns raised.
- d) **19/03084/HOUSE** - 13 Fairview Road, Hungerford – Victoria Billington Proposed ground floor alterations and new rear terrace to garden. **No Objections**
- e) **19/03081/HOUSE** - 49 Church Street, Hungerford – Phil Lamb Single storey rear orangery. **No Objection**

There still remains a number of planning issues outstanding. The following items are still awaiting updates.

19/02042/COMIND Allotments Upper Eddington. Erection of agricultural barn with plant store in support of farming operation has been called in. it also now has eleven letters of objection. There is no further action on the planning portal I have asked the case officer for an update.

The amended plans for **19/02637/FULD** Oak Lodge have now been release and should now be on the planning portal. These are most likely to be discussed at the next E & P meeting.

20/00057/FULD Tables and Chair for the Costa Coffee will be discussed at E&P next week. The planning portal indicates that two plans are available but only one is shown. I have contacted the case officer for clarification.

There a couple of other items which have been brought to my attention which maybe against planning policy which I am currently investigating. Which I would rather not discuss until we have further information.

Cllr Gaines.

APPENDIX 4

H&T Report for Main Town Council meeting

Rob Chicken - Chairman

3rd February 2020

Smarten Up Hungerford.

The committee agreed to re-visit their request for funding.

Update on Pigeons

The committee agreed to set up a working party to address this problem. We will be meeting later in February.

Christmas Lights Working Party

A working party has been set up to review the last Christmas project, and plan for next year.

Risk Assessment was reviewed and signed by the Chairman

Station Road Car Park

Ongoing

Additional parking bays in Atherton Crescent

Ongoing

Tesco Car Park safety

Cllr Fyfe is addressing the pedestrian safety issued in the car park with Tesco's head Office.

Footpath improvement scheme in Station Road

There are some concerns that the proposed improvements do not meet all the needs and we are meeting with West Berkshire Highways department this week to try and resolve these issues.

Tennis Club Noticeboard

The tennis club would like to put up a sign under the Railway bridge. We approved in principal, but the available space is limited.