

HUNGERFORD TOWN COUNCIL

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MINUTES of the **Full Council Meeting** held on Monday 6th December 2021 at 7.00pm in the Corn Exchange Complex.

Present: Cllrs Winser, Fyfe, Downe, Alford, Schlanker, Chicken, Shatford and Yakar-Wells.

Also: West Berkshire District Cllrs James Cole, Dennis Benneyworth and Claire Rowles.

Representative from Penny Post

Members of public: Jerry Keates, Keith Carlson

In attendance: Claire Barnes (Town Clerk) and Deputy Clerk

Police Report: The police were not in attendance but did submit a report. **See attached.**

Member of public: Julian Swifthook introduced himself as Chair of Kennet Radio. He recently emailed Council requesting permission to install a mast on the floodlights at the Triangle Field. His preferred option would be on Lindley Lodge as the higher the mast the more effective. Although Sovereign have been supportive unfortunately there were some objections from the occupants based on misinformation so that location is not an option. Kennet Radio are looking for an alternative site and the Rugby Club is the best option. Julian has come to us first as landowners and has yet to speak to the Rugby Club. Ofcom granted approval in June 2021 for 12 months. A wayleave and planning permission may be required. A broadcaster licence is renewable every 5 years so it would be helpful for any licence we issue to fall in line with that. Julian advised he doesn't pay for siting masts at other locations so would hope not to pay in Hungerford. The Leisure Centre is another possible site, but the mast would need to be raised up higher.

The Deputy Mayor advised his request will be considered at the R&A Committee.

Member of public: Keith Carlson introduced himself. He moved to Hungerford at the end of September from Reading where he lived for 20 years. He is keen to be involved in the development of the town.

The Deputy Mayor invited him to attend some committee meetings in January and Council will consider co-option in February.

FC202100193 Note apologies for absence – Councillors Simpson, Hudson, Lewis and Knight

FC202100194 Declarations of interest – None

FC202100195 Approval of Minutes of the meeting of the Full Council meeting of 1st November 2021

Proposed: Cllr Downe

Seconded: Cllr Schlanker

Resolution: To approve minutes of 1st November 2021 as a true record. 3 abstentions

Outcome of actions: Complete

FC202100196 To receive written applications for the office of Town Councillor and to Co-opt candidates to fill existing vacancies - A paper ballot was taken, and Jerry Keates was unanimously voted on to the Council. (Note: he will not be eligible to vote at this meeting as papers have not been signed)

FC202100197 Receive Mayor's Report – The Deputy Mayor Claire Winser has spoken with the Mayor who regrets she is unable to attend due to illness and was sad to miss the Christmas Lights switch on. The Deputy Mayor reported that the Mayor attended the opening of the Curve (a shop selling local crafts) on 3rd Nov. On 11th Nov she attended a Remembrance service and was pleased to

see Barbara Barr attending. On 14th Nov she attended the Remembrance Parade and would like to thank Tim for the by-plane fly past. The Deputy Mayor advised one of the two Tommies purchased for the War memorial area was damaged in the wind but is being repaired. She enjoyed attending a tour of the fire station and has invited the RBFRS to present at Full Council. On 26th Nov Cllrs Winsler, Fyfe, Lewis and Schlanker met at the Skate Park with Russ from Maverick. The site is suitable for new ramps and a pump track. Maverick can assist with getting grants right through to the build stage. On 28th Nov the Deputy Mayor attended the Xmas Lights Switch on. Thanks were expressed to her for standing in at short notice. Along with Cllr Downe she attended the funeral of Virginia Crane, wife of ex-Mayor Martin Crane.

FC202100198 Receive District Councillor's Reports – District Cllr James Cole (JC) advised West Berks Council had their Full Council last week and ran out of time to discuss Chestnut Walk. The call in, for a Committee decision, can't be reversed. The next stage is to put an executive question to West Berks Executive which he has suggested to the Council leader as the next Full Council meeting is not until 17th March.

The speed limit over the Common changes this week to 30mph. JC has received some offers from volunteers to help monitor the speeding.

The extension of funding for the nursery from 2 years to 3 years may not be possible.

A team of 6 is in place for the Conservation group of which Cllr Fyfe is a part, and training will take place a week today.

District Cllr Benneyworth advised the site visit for Chestnut Walk will take place on 9th Dec at 9.30am. He has been in touch with Sovereign about the allotment sheds which are in a poor state of repair and HAHA are supplying some photos. The speed survey at Smitham Bridge Road has been done. It was a 5 or 7 days survey and he has emailed the results to the Clerk. He added that the Fire Service are keen to present to Town Council but are mindful of Covid at the moment. Daisy's Dream (a charity for bereaved families) are having a stall at the Extravaganza and are looking for volunteers to help on the stall.

District Cllr Claire Rowles advised she has come off the Licencing committee but is now a member of Western Area Planning (WAP). She will be attending the Chestnut Walk site visit. JC is also on WAP but as a sub. She is pleased that covid boosters will be supplied from Hungerford Cricket Club premises from 8th Dec. The CCG are delivering the service.

WBC has been creating awareness of intimidation and abuse of councillors, highlighting how we should treat each other with respect, in particular following the death of David Amess.

It was commented that Hungerford had been named as having the most dangerous High St in the county by Berkshire Live. It was queried where the evidence was to support this.

FC202100199 Health & Safety – Any complaints or concerns, including Impact of Coronavirus – See reference above to vaccinations being provided at the Hungerford Cricket Club premises.

FC202100200 Hungerford 2036 – Receive a report from the Project Team (refer to attached report) – West Berkshire Council (WBC) Local Plan will not go to the secretary of state until 2023. H2036 may wish to disconnect their alignment with the Local Plan and finish their NDP at an earlier date. DC Benneyworth advised Compton NDP has just been endorsed by WBC and he looks forward to endorsing Hungerford's in the future.

FC202100201 Receive Committee reports (no more than 3 minutes per report) – The F&GP report has been circulated (see attached). Cllr Downe advised following H&T he has been in touch with Enterprise and a WBC officer about extending the Newbury Car Club scheme to include a base at Hungerford. The scheme would provide two vehicles, ideally both electric, to use on an ad hoc basis for club members. A booking system would be in place. Council expressed their support of the idea and Cllr Downe will this follow up.

District Cllrs and Julian Swifhook left the meeting.

Cllr Winsler reported that at R&A a meeting had been suggested with the landowner and developer to try and agree a longer lease at Marsh Lane allotments.

FC202100202 Propose authorisation of payment run (circulated with copies of invoices) for November Proposed: Cllr Winsler

Seconded: Cllr Downe

Resolution: Agree payment run for November totalling £58,324.19.

FC202100203 Ratify changes to Financial Regulations as agreed at F&GP

Proposed: Cllr Winser

Seconded: Cllr Yakar-Wells

Resolution: Agree changes to Financial Regulations as drafted.

ACTION: Upload amended copy to website

FC202100204 Review the Interim Audit Report and propose acceptance (circulated)

Proposed: Cllr Winser

Seconded: Cllr Shatford

Resolution: Agree Interim Audit report

Thanks were expressed to the RFO and office for a good report.

FC202100205 Propose year to date accounts – refer to circulated Income/Expenditure Report.

Proposed: Cllr Winser

Seconded: Cllr Shatford

Resolution: Agree year to date accounts with a negative variance of £3665, mainly due to phasing issues. One abstention.

FC202100206 Consider recommendations from F&GP for Annual budget and Precept request for April 2022-23. (NOTE: Final proposals for precept and budget can wait until January 2022)

Proposed: Cllr Winser

Seconded: Cllr Schlanker

Resolution: Agree budget of £343,026 and a contingency of £7,500. The previous surplus of £31,169 will be deducted from this total to maintain a reserve of £50,000.

Agree Precept request of £319,35.

(this is subject to receipt of this year's tax base).

It was noted we are gradually reducing the number of lampposts we have liability for. These are being upgraded to LED and handed back to WBC. The number has reduced from 103 to 73.

We have increased our CCTV coverage. Cllr Schlanker offered to assess the value/worth of the CCTV coverage against cost.

FC202100207 Propose draft changes to CIL allocation

Proposed: Cllr Schlanker

Seconded: Cllr Yakar-wells

Resolution: Agree allocation of £108,120 CIL funds as recommended by F&GP.

FC202100208 Receive update on progress with Croft Field improvement project – In Sept we formally registered our interest with WBC in the Changing Places funding. We have yet to hear if we have been selected for funding. Kennet Design are rejigging our internal layout slightly in order to fit the criteria. This would accommodate the 12 m2 disabled toilet which will include a hoist and full-size changing table. The design layout will be brought back to next Full Council to consider against the existing design.

FC202100209 Christmas Lights Switch on Event 2021 – Feedback – There was a very good turnout to the event. Thanks to Jess and Logan from the Primary School who switched the lights on at short notice as Roger Beard was unable to due to health reasons. Compliments to Shield Electrical who did a fantastic job. The Clerk commented that very positive feedback had been received via the office. She thanked Julian from Kennet Radio for the excellent sound system.

FC202100210 Any other reports (3 minutes each) not to include any proposals

It was noted that Hungerford Nursery has received its 5th consecutive 'outstanding' report which is a rare achievement. Thanks were expressed to Suzanne Taylor and her team.

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.

FC202100211 Triangle Field Management Agreement – Receive update from Working Party – A final lease has been sent to HRFC direct from our solicitors.

FC202100212 Leisure Strategy update - (WBC devolution meeting scheduled for 7th Dec 2021).
The Asset Management Group at WBC met in November and are supportive of the application to devolve the site at JOG School to HTC subject to agreement of the necessary Heads of Terms.

FC202100213 Swimming Pool House – Consider improvements to property (refer to report)

Proposed: Cllr Fyfe

Seconded: Cllr Winsor

ACTION: Resolution: Seek solicitor's advice on any claim for damages. One abstention.

Proposed: Cllr Winsor

Seconded: Cllr Shatford

ACTION: Resolution: Nye & Co to spend up to £300 on necessary plumbing costs. One abstention.

FC202100214 Croft Field Centre – Propose cleaning contract (refer to report)

Proposed: Cllr Downe

Seconded: Cllr Chicken

ACTION: Resolution: Appoint Bloom Cleaning at a cost of £55.50 per week for 3 hours a week to include products, equipment and supplies, to start 7/1/22 on a 3-month trial.

FC202100215 Mayor's Carol Service

Proposed: Cllr Fyfe

Seconded: Cllr Yakar-Wells

Resolution: Cancel the Mayor's Carol service. The Church will proceed with their own service.

FC202100216 Succession Planning – Deferred to F&GP

Meeting closed 9pm

HTC UPDATE DECEMBER 2021

Police Report

During the last month there has been 0 reports of Anti-social behaviour in the town and one reported shoplifting.

There have been six reports of Criminal damage. One of these was again to the public toilets located behind the library and two were rural whereby damage had been caused to crop, fences or gates of farmland. In addition, two reports were made of hare-coursing which occurred in the immediate rural areas outside of the town.

There has been one reported theft in the town in the last month which was from a van parked in Parsonage Lane, and one recent theft in rural Hungerford of a trailer.

At the beginning of November an estate on the outskirts of town reported a non-dwelling burglary whereby a large number of gardening tools and equipment were stolen

Historically Christmas is the time of year when we could see an increase in burglary offences. Now is the time to review your current security measures at home and consider any additional that might be needed. (poster below) #dontmakeiteasy.

The team are contactable by email but this should not be used in an emergency or for reporting crime as it is not monitored 24/7. The email address is below –
HungerfordandDownlandsNHPT@thamesvalley.pnn.police.uk

If you have any community events for which you would like representation from your local NHPT, please contact us via the above email address. While we cannot guarantee we will always be able to attend, we will make every effort to do so.

Please encourage local people to sign up for Thames Valley Alert. As well as local crime information, you can receive details of the latest scams.
You can follow us on Twitter @TVP_WestBerks and on Facebook at TVP West Berkshire.

And finally a plea to keep reporting incidents to us via 101, the TVP website (www.thamesvalley.police.uk) or 999, in an emergency.

We sometimes find that news travels fast round a community but if no one tells us, we don't know about it.

Hungerford Town Council

Public Report to: Full Council meeting December 2021.

Agenda Item No FC202100200

Current Activities

Following the public consultation process about the 4 potential sites for new homes, the project team has met once to review the comments received and further inputs from NWD AONB. As a result the H2036 assessments of the sites have not fundamentally changed although some additional information is being sought particularly related to concerns raised by some residents about traffic volumes.

Another project team meeting is scheduled during December to consider further all the accumulated information on these potential sites.

WBC have recently published their revised timetable for their work on the Local Plan Review (LPR) which had been temporarily on hold whilst new government planning requirements were analysed. As a result, WBC Planning Policy plan to take their Local Plan to the WB Council in the summer of 2022, followed by a public consultation and then submission to the Secretary of State in early 2023.

The H2036 project team will be considering how Hungerford's Neighbourhood Development Plan schedule should best align with the WBC timetable and how to ensure a timely completion of the project.

Signed: John Downe, Joint Chair H2036, 6/12/2021

FINANCE & GENERAL PURPOSES REPORT FOR FULL COUNCIL MEETING ON 6TH DECEMBER 2021

MONTH 8: NOVEMBER 2021 INCOME & EXPENDITURE REPORT

101 FINANCE:

100% of the Annual Precept has been received. 44.2% of the Year to Date Bank Interest has been received to date as Newbury Building Society's interest has not been received.

102 ADMINISTRATION:

Net Income over Expenditure £754 below Budget.

103 GRANTS & DONATIONS:

No Expenditure this month. Year to Date figure of £2,656 remaining, £2,150 has now been allocated, see payment run.

104 POOL HOUSE:

An additional payment of £50 was received again this month, the £75 outstanding from last year will be paid off in December 2021.

105 CONTINGENCY:

Expenditure of £1,491 to purchase 20 Flags for Remembrance Day which leaves £5,159 remaining Budget available.

106 TOURISM SUPPORT BUDGET:

No Expenditure recorded this month. £2,500 remaining Budget available.

109 HUNGERFORD 2036 PROJECT:

No Expenditure this month, £3,178 remaining budget available.

201 RECREATION & AMENITIES:

Net Income over Expenditure £135 under Budget.

202 WAR MEMORIAL GROUND:

Net Expenditure £55 above Budget.

203 ST SAVIOURS:

Net Income over Expenditure £14 above Budget. Burial Fee Income £86 above budget.

204 CROFT FIELD:

Net Income over Expenditure £19 under Budget. Income down by £391.

205 LIBRARY MAINTENANCE COSTS:

Net Expenditure £47 below Budget.

206 TRIANGLE FIELD:

Net Income over Expenditure £20 below Budget.

301 CHRISTMAS LIGHTS:

Net Income over Expenditure £26,953 over Budget, due to phasing of Expenditure. Christmas Lights donations £405 above Budget.

302 HIGHWAYS:

Net Income over Expenditure £564 above Budget due to phasing of Hungerford in Bloom recording of £448 Expenditure.

303 CCTV:

Net Income over Expenditure £64 above Budget.

304 TOURISM & ECONOMY:

No Expenditure recorded this month.

402 CIL FUNDS:

No receipt of funds recorded this month.

Monthly Income down by £807 and Expenditure up by £24,754 giving a Net Income over Expenditure negative variance of £25,561.

Year to date Net Income over Expenditure negative variance of £3,665 due to phasing issues.

Claire Winser

Chair of F&GP

5th December 2021