

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 7th November 2022 at 7.00pm in the Library, Hungerford

Present: Cllrs Simpson, Fyfe, Winser, Alford, Carlson, Keates, Greenwell, Lewis, Yakar-Wells and Knight.
Also: West Berks District Cllrs James Cole (JC), Claire Rowles (CR)
Representatives from Penny Post, Newbury News and Adviser.
In attendance: Claire Barnes (Town Clerk) and member of public

The member of public addressed Town Council asking why there was no borough policy to prevent people parking on footways and no priority stated for pedestrians. DC Cole advised a policy will exist but there will be little enforcement soon.

ACTION: DC Rowles will put the question to West Berks Highways and report back to the Clerk who will forward on the reply to the member of public.

Police Report: The police were not in attendance but sent the **attached report**.

FC202200204 Note apologies for absence – Cllrs Hudson, Downe, Schlanker
District Cllr Dennis Benneyworth also gave his apologies.

FC202200205 Declarations of interest – Cllr Knight (Library Trust)

FC202200206 Propose appointment of Deputy Mayor

Proposed: Cllr Knight

Seconded: Cllr Yakar-wells

Resolution: Cllr Winser appointed as Deputy Mayor.

FC202200207 Approval of Minutes of the Full Council meeting of 3rd October 2022, and outcome of actions

Proposed: Cllr Greenwell

Seconded: Cllr Keates

Resolution: To approve minutes of 3rd October 2022 as a true record.

Outcome of actions: Cllrs Simpson and Deputy Clerk visited the Triangle Field with our H&S consultant to inspect the kitchen flue today. Their report is awaited and will be fed back to R&A. Handrail barriers were suggested which seem a good solution.

FC202200208 Receive Mayor's Report (including reference to Remembrance Sunday)– See attached. The Mayor added that the Remembrance parade is this Sunday, and we are to meet outside the Town hall at 10.30am.

FC202200209 Receive District Councillor's Reports – JC advised the 'Cost of living' hub is active and taking calls. The food waste containers have been delivered and whilst there are a few teething problems these are greener and saving money.

A meeting took place with Chairmen and the CEO of WBC. Planning training was discussed and the 'call in' procedure. This will be discussed further with the Planning Dept. At present there is no facility to 'uncall' a decision and the only way to raise a query is to call it in and Ward councillors only have 28 days to do that and sometimes the deadline can't be met. JC is requesting this 28-day rule be removed which would allow DCs to be more involved in difficult planning decisions.

JC explained that the PPP group measure the air quality for Defra from a monitoring point at 7a Bridge St. The air quality readings for Hungerford increased in 2017-2018 but have reduced (improved) since. An air source heat pump, designed to the 2025 building regulations will now be installed at Chestnut Walk to power both the water and heating. It is described as 'exemplar'. Cllr Knight advised that the Hub has now improved its footprint to the same high standards.

The complaints about the bright lights on the Common was due to Thames Water Sewage works and they solved the problem by turning off the lights.

JC met with a member of public from the north side of town to look at his concerns with footways being limited due to overgrown hedges and silt from the fence line, which is gradually pushing pedestrians into the road. WBC will deal with the silt and the landowner will be approached to look at cutting back the hedges further.

The member's bid deadline is 25th Nov and will need officer's sign off.

A rural business forum was held on how WBC can improve the rural economy. CR will let us know the outcome.

A town strategy meeting will be held on Wednesday. More notice is required for the next one. It was noted that an extra bank holiday will take place on 8th May following the King's coronation on 6th May 2023.

FC202200210 Health & Safety – Any complaints or concerns. Denford bridge over the canal has not long been repaired and one corner has already been taken out by an oversized vehicle. This has been reported by a resident however JC urged Town Council to also report it. Is a vehicle weight or size restriction possible here? Priory Road and Lancaster Park both have overflowing dog bins. The prices for the WBC appointed contractors to empty these has rocketed due to demand and previous undercharging. The new contractors must meet certain environmental standards.

FC202200211 Ratify the adoption of the following policies as recommended by F&GP and NALC in order to obtain the Quality Council Award: New model Standing Orders, Grievance policy, Complaints policy, Disciplinary policy and TORs.
Proposed: Cllr Simpson
Seconded: Cllr Winser
Resolution: Ratify adoption of the listed policies.

FC202200212 Receive Committee reports (no more than 3 minutes per report) – A report from F&GP and H&T was circulated. **See attached.** It was noted that we are proceeding with the timers for the Christmas lights at a maximum cost of £3,000 as the photocells weren't feasible. An email has gone to Nick Coulson at WBC about the various issues brought up at H&T. These have been delegated to the appropriate officers.
The issue of buildings being hit by vehicles will be brought up at the town strategy meeting on Wednesday and CR will bring it to the attention of the WBC CEO.
The footpath works are now in a schedule and Cllrs Fyfe and Simpson are meeting with Nick Coulson. Some works have started outside Dobbies today.

FC202200213 Ratify £5,000 payment to the hub (as part of the £9,000 budgeted annual grant)
Proposed: Cllr Simpson
Seconded: Cllr Winser
Resolution: Ratify £5,000 payment. Two abstentions.

FC202200214 Consider Library Trust grant for next year 2023/24. Cllr Knight advised they had hoped to reduce the amount requested however with Covid and the cost of living this has not been possible. Some of the donation will be matched funded however only 2 projects are allowed on the Good Exchange a year and they are subject to funding limits. They have made substantial investment into

the building this year and now have an ASHP. It will cost £1k to remove the gas supply and £6k is anticipated in energy costs. Cllr Knight advised there were no issues with the controversial booking taken recently but he will make sure they tighten up on who they hire the building to in future.

Proposed: Cllr Winsler

Seconded: Cllr Simpson

Resolution: Propose budget of £9,000 for next year. One against (Cllr Fyfe), one abstention.

FC202200215 Propose authorisation of payment run (circulated along with copies of invoices) for October.

Proposed: Cllr Winsler

Seconded: Cllr Knight

Resolution: Agree payment run for October totalling £28,380.30

FC202200216 Propose Year to date accounts – refer to circulated Income/Expenditure Report. The final 50% of the precept has been received for this financial year resulting in a positive variance.

Proposed: Cllr Winsler

Seconded: Cllr Carlson

Resolution: Agree year to date accounts as accurate.

FC202200217 Consider environmental aims and objectives for inclusion in the Action Plan – Defer this to the December Full Council agenda.

ACTION: CR will get an answer on the progress of the EV chargers. She will bring it up with the CEO at the meeting this week. Cllr Knight suggested that another location such as Church St Car Park could be a solution if the wayleave issue cannot be resolved for the Station Car Park.

FC202200218 Skate Park Project – Update on progress. The public consultation on the design options has gone live and is on our website. This will be publicised with the schools and clubs and through press.

FC202200219 Annual Report – Update on progress. This will hopefully go out in next week's Adviser.

ACTION: Review proof.

FC202200220 Any other Reports (3 minutes each) not to include any proposals – None

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.

FC202200221 Consider tender responses for Croft Field improvement project with a view to appointing a contractor – The project manager is arranging meetings with the contractors this month.

Meeting closed 8.30pm

HTC POLICE REPORT November 2022

Since the beginning of October there have been 9 reports of anti-social behaviour in the town. 6 of these are attributed to the same location whereby youngsters were congregating. Littering and generally being anti-social in a residential area. 4 youngsters have recently been caught in

this location. Their details have been taken and words of advice given. We have, so far received no further reports for this location.

There has been 2 reported shop-lifting's in the town and 1 report of Criminal Damage of which was to farmland following a report of hare-coursing. Over the last month across the Hungerford and Lambourn rural areas there continues to be an increase in reports of rural crime. This is specifically hare coursing offences and burglaries to out-buildings targeting machinery and tools.

The team held a Catalytic Convertor awareness event in Tesco car park on the 4th November – handing out information leaflets and offering advice. This was in response to there being 3 reports of catalytic convertors being stolen from vehicles in our policing area. One of these reports was of a vehicle parked on driveway in Hungerford.

The Team

The current set up of the Hungerford and Downlands Neighbourhood Police Team is 1 x Inspector, 1 x Sergeant, 2 x Police Constables and 5 x Police Community Support Officers. 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

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.

Mayors report October 2022

Cllr Helen Simpson

New Constable Town & Manor

Sadly, Peter Joseph has stepped down from his role as Constable of the Town & Manor due to health reasons. Peter I will miss working alongside you on our many joint engagements. I would like to offer HTC's congratulations to the Newly appointed Constable Julie Lloyd. Julie I am looking forward to building on the good relationship HTC holds with the T&M and

Remembrance Sunday

This year's remembrance parade will take place this Sunday 13th November. Anyone wishing to take place in the parade should arrive at the Town Hall by 10.30am. MP Laura Farris will be joining Hungerford's parade this year. Hungerford's Remembrance parade is always very special as we come together to reflect and remember our fallen service members. "Lest we Forget"

Skate park

The public consultation for the skate park has gone live. I hope we will get good community feedback on the preferred options. Please spread the word.

The Gallery

I was kindly invited to opening night at the new art gallery opened in bridge street. The evening was so well represented and there was a lovely buzz about a new business opening with the town. I really hope the business thrives and is well supported by visitors and resident in the town. Our very best wishes from Hungerford Town Council.

Opening of Judiciary – Church Service @ Reading Minster

This is one of the larger civic events of the year, coming together with Town Mayors across the district to officially join in with the opening the Judiciary service for the year. The High Sheriff of Berkshire Alka Kharbanda held the service which was attended by the Lord Lieutenant. I really enjoyed the service this year which was colourful and vibrant with Indian drums and a combined religious ceremony. Thank you, Cllr Keates for attending with me at such short notice.

Freedom of the Town Awards

This is my favourite award of the year. Honouring exceptional service to our community. This year's awardees were Penny Locke, Jennifer Bartter and Former Mayor Martin Crane. Thank you all for your outstanding voluntary contributions to Hungerford. I am thrilled you have accepted HTC's request to turn on this year's Christmas Lights, I can't think of anyone else more deserving of this special honour. Huge Congratulations to all three and special thanks to Deputy Lord Lieutenant Sarah Scrope for reading the citations.

Greenham Common Trust 25th Anniversary

I was delighted to attend the celebrations held to congratulate Greenham Commons Trust who, reached their 25year anniversary. The trust support so many groups and organisations within West Berkshire. Here's to the next 25 years, congratulations!

Parish Chair Meeting

I was delighted to attend with Cllr Fyfe (the first of its kind), a meeting of local parish/town council chairs with the Chief Exec from West Berks Council. This was a really useful meeting, we were able to raise concerns, ask questions and give feedback on a number of topics relating to the working relationships between the parish/town councils and West Berks Council. I believe we now have a better understanding of the process and concerns raised from both sides of the table, we are working towards better communications, training and understanding between all parties. Thank you to our ward members for pulling this meeting together.

Christmas lights

With the cost of living crisis facing us all, HTC felt we should be doing what we can to reduce our energy consumption over the Christmas period. As you know the Christmas lights are normally on for 24hrs a day. HTC is looking to put timers on each set of lights which will mean the lights can be turned off in daylight hours. Although there's an initial outlay for purchasing the timers, we hope this will reduce our energy costs over the life of the timers.

FINANCE & GENERAL PURPOSES REPORT FOR FULL COUNCIL MEETING ON 7TH NOVEMBER 2022

MONTH 7, OCTOBER 2022 INCOME & EXPENDITURE REPORT

101 FINANCE:

The balance 50% of the Annual Precept has been received, £164,179.

102 ADMINISTRATION:

Net Income over Expenditure is a £2,899 positive variance.

103 GRANTS & DONATIONS:

No Expenditure this month.

104 POOL HOUSE:

Net Income over Expenditure is a £68 negative variance.

105 CONTINGENCY:

No Expenditure this month.

106 TOURISM SUPPORT BUDGET:

No Expenditure this month.

109 HUNGERFORD 2036 PROJECT:

No Expenditure this month.

201 RECREATION & AMENITIES:

Net Income over Expenditure is a £3,506 positive variance.

202 WAR MEMORIAL GROUND:

On Budget this month.

203 ST SAVIOURS:

Net Income over Expenditure is a £836 positive variance. Burial Fee income was up by £1,052.

204 CROFT FIELD:

Net Income over Expenditure is a £169 negative variance.

205 LIBRARY MAINTENANCE COSTS:

No Expenditure this month.

206 TRIANGLE FIELD:

Net Income over Expenditure is a £242 positive variance.

301 CHRISTMAS LIGHTS:

No Expenditure this month.

302 HIGHWAYS:

Net Income over Expenditure is a £755 positive variance. Hanging Basket donations of £587 received.

303 CCTV:

Net Income over Expenditure is a £432 positive variance.

This month's Net Income over Expenditure is a £179,197 positive variance.

Year to date Net Income over Expenditure is a £114,229 negative variance due to the precept phasing.

Claire Winser

Chair of F&GP

5th November 2022

1. Traffic issues remain an issue and will be discussed with WBH. These include:
 - a. The SID's now being used in both the town and the common have started to provide us with very useful statistics. A minority of drivers are being seen to speed (over 60mph). We shall continue to collect data which can feed into a long term traffic management scheme for the town.
 - b. Feedback from the BMW garage has been positive and have offered £1000 to an additional device which could be based on the A4 west bound.
 - c. Rob Hall from the Plume pub based in the High Street discussed the problems being caused by HGV's on the junction of Park st and the High Street.
 - d. The planned footpath's improvements on the A338 (N&S of the town) have not commenced.
 - e. We have received positive feedback from the proposal to improve the entry into Croft
 - f. The state of the pavements in a number of locations in the town.
2. Xmas Lights
 - a. Discussion about the cost of the lights this year and the use of timers to limit the time they are on.
3. Pigeons
 - a. We noted the pest report that was prepared and have contacted business in the high street with request for them to install deterrents.
 - b. NO plan to carry out a cull.