

HUNGERFORD TOWN COUNCIL

The Mayor
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MINUTES of the **Full Council Meeting** held on Monday 5th December 2022 at 7.00pm in the Library, Hungerford

Present: Cllrs Simpson, Fyfe, Winser, Alford, Carlson, Keates, Greenwell, Schlanker, Yakar-Wells, Knight, Downe and Hudson.

Also: West Berks District Cllrs James Cole (JC), Dennis Benneyworth (DB)
Representatives from Penny Post, Newbury News and James Wilcox (Age Concern)

In attendance: Claire Barnes (Town Clerk), Tim Williams, Marcus Barton, Lee Sainsbury and a member of public

Police Report: The police were not in attendance. It was noted there have been no further problems at the allotments with thefts and damage, however Lambourn has been targeted. A white van carried out a hit and run and was left burnt out in North Standen Road. Garages in Hungerford have been broken into. We hope to receive more info on these two incidents in due course. **(a Police report has since been received which is attached)**

Presentation of Mayor's award: The Mayor expressed her thanks to Tim Williams and Marcus Barton for their continued contribution to the town. Every year on Remembrance Sunday they fly a Tiger Moth over the town making the parade that extra bit special. The Mayor also expressed her thanks to Lee Sainsbury who has been a volunteer photographer at many of the town events for the last few years providing a range of images for free. The Mayor presented them all with a certificate and coin as a token of her appreciation.

James Wilcox: Age Concern has run Fairclose in Newbury for the past 55 years providing over 60s with hot food. They provided 450 meals on wheels this week. They have been supporting Redwood House in Hungerford delivering food for the last 3 weeks and feeding 20 to 30 people a day. The restaurant is open 4 days a week Mon-Thurs from 11.30am to 1.30pm. The Redwood offering is available for people not living in Hungerford but they do require pre-booking. The meals cost £7 and include two courses and tea or coffee. In order to keep to this price, the service is manned mostly by volunteers, and this is an appeal for more volunteers. They carry out DBS checks and train all volunteers to pass a level 1 in hygiene. Another project being pursued is the development of a dementia hub for all of West Berks.

ACTION: The office is happy to help promote both the service and request for volunteers.

A member of public addressed Town Council following up on his question at the last Full Council meeting as to why there is no borough policy to prevent people parking on footways and no priority stated for pedestrians. He asked if HTC would put pressure on West Berks Council (WBC) to take some action. He added that a document in existence was written in 2008 and is totally out of date. Councillors expressed their support and concern and added that cars are also being parked on grass verges and footways are being damaged. The member of public was invited to attend the next Highways and Transport (H&T) Committee meeting. Cllr Hudson suggested it was worth compiling an inventory of when and where this problem is happening.

ACTION: Clerk to add this to the H&T agenda

ACTION: Clerk to send an email of complaint through to DC Benneyworth.

FC202200222 Note apologies for absence – Cllr Lewis

FC202200223 Declarations of interest – None

FC202200224 Approval of Minutes of the Full Council meeting of 7th November 2022, and outcome of actions

Proposed: Cllr Winser

Seconded: Cllr Knight

Resolution: To approve minutes of 7th November 2022 as a true record. 2 abstentions.

Outcome of actions:

ACTION: Cllr Downe and the Mayor requested an urgent response from a senior member at WBC on the progress of the EV chargers as we have been waiting 18 months for these to be installed. It was again 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.

FC202200225 Receive Mayor's Report – See attached. The Mayor added that the Christmas Lights at Clarke's Gardens look spectacular and are in aid of the Air Ambulance. She wishes to thank the residents and encouraged all to visit and support the cause.

The Mayor wished to bring to everyone's attention the circumstances of WBC's meeting which took place on 1st Dec and is available to view on-line. DC Rowles had asked to be removed from the WAP committee due to an outstanding conflict of interest query. She was told she could not cherry pick and was removed from all six of the committees she stood on by the Leader of the Council. The Mayor thinks the treatment of DC Rowles is shocking and appalling. DC Cole added that his future as a DC is in considerable doubt as he can't abide by this bullying behaviour.

Proposed: Cllr Simpson

Seconded: Cllr Yakar-Wells

Resolution: HTC are in support of the Mayor's opinion stated above.

Proposed: Cllr Simpson

Seconded: Cllr Winser

ACTION: **Resolution:** The Mayor writes to the Leader of the Council to express our concerns and disappointment.

FC202200226 Receive District Councillor's Reports – JC advised there have been 1135 signatures on Maris Dobson's petition against the charge of £24k made for not competing a CIL form. He encouraged engagement with the Local Plan Consultation which is live. There will not be a free for all for contractors to submit planning applications as parishes will have a couple of years to finalise their NDPs. A new exec Claire Lawrence will be joining WBC on 6th March, and she will be involved with the Local Plan and town centre masterplans.

ACTION: Circulate the link to the town strategy consultation which is now live.

JC advised there have been 95 enquiries through the cost of living hub, the deadline for community champion applications is 2nd January and the deadline for the sustainable warmth grant is the end of December. Cllr Downe is in touch with Adrian Slaughter for further details on the grant and how this is being promoted as the work has to be done by the end of March.

JC is pursuing an answer about the drainage issues on the high street.

ACTION: Cllr Schlanker and JC will arrange to attend a survey with WBC and the resident about the flooding problems.

FC202200227 Health & Safety – Any complaints or concerns. The Mayor advised the improvement work to the footway outside Coffee1 had been completed and work on Cold Harbour Road verges has started. The Mayor wished to feedback to WBC that she and Cllr Fyfe had a very positive meeting with Nick Coulson about the planned footway improvements. The high kerb and bad condition of the parking bay near Fairfield allotment has been reported and may be considered if there are funds available.

FC202200228 Receive Committee reports (no more than 3 minutes per report) – See attached.

FC202200229 Propose authorisation of payment run (circulated along with copies of invoices) for November

Proposed: Cllr Winser

Seconded: Cllr Schlanker

Resolution: Agree payment run for November totalling £100,641.51

FC202200230 Propose Year to date accounts – refer to circulated Income/Expenditure Report. This shows a £25,364 overspend due to phasing issues with the Christmas lights budget. Overall, there is a year-to-date positive variance of £37,562.

Proposed: Cllr Winser

Seconded: Cllr Simpson

Resolution: Agree year to date accounts as accurate.

FC202200231 Consider environmental aims and objectives for inclusion in the Action Plan

Cllr Downe advised he wished to obtain councillor's views to formulate a policy. A presentation had been circulated (see attached) based on figures obtained from Exeter Uni, Centre for Sustainable Energy and the BEIS impact study. The carbon footprints for Hungerford are based on four areas. The first two (housing and travel) are what HTC would most likely be most involved with, but we might wish to think about other areas such as recycling, allotments, repair cafes etc. Do we wish to focus on HTC's direct carbon footprint or the other extreme, influencing the whole town?

Various points were discussed such as the desire to go paperless, the impact of the cows on the Common, the lack of locally skilled plumbers and heating engineers that have a vested interest in Heat Pumps, and the wish to impact on the standard of new builds. It was noted that the building standards have improved from last year. As the planning process is government led could further improvements be achieved through pressure on WBC and working together with other parishes? It was suggested HTC should lead by example and work together with WBC, HEAT and local heating engineers to encourage clean energy such as ASHPs, turbines and solar.

ACTION: Cllrs Downe and Greenwell would be delighted to receive feedback from councillors on what HTC should be doing to limit its direct carbon impact. Responses are required by the end of December for discussion at next Full Council.

FC202200232 Consider recommendations from F&GP for Annual Budget and Precept request for April 2023-24

Proposed: Cllr Winser

Seconded: Cllr Knight

Resolution: Agree a total HTC Annual budget for 2023-24 of £344,691 (4.97% increase)

ACTION: The tax base is awaited to calculate the change to Band D. The RFO was thanked for her work.

FC202200233 Review the Interim Audit Report and propose acceptance (circulated). All points raised are being addressed.

Proposed: Cllr Simpson

Seconded: Cllr Winser

Resolution: Accept internal audit report.

FC202200234 Skate Park Project – Receive update on consultation. Design A received the most votes (59%) showing that most respondents prefer the Street, Mini and Pumptrack option.

Proposed: Cllr Simpson

Seconded: Cllr Fyfe

Resolution: Move forward with Design A

ACTION: Advise contractor of the chosen design (note: fundraising is still on-gong)

FC202200235 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.

FC202200236 Consider request for grant support, JOG artificial pitch project – Refer to update

Proposed: Cllr Simpson

Seconded: Cllr Fyfe

Resolution: Agree contribution of £10,000 to the JOG pitch project

ACTION: Advise Simon Wood (project manager) of our contribution.

FC202200237 Consider tender responses for Croft Field improvement project with a view to appointing a contractor and allocation of funds – Refer to report

Proposed: Cllr Simpson

Seconded: Cllr Knight

Resolution: Appoint Abacus Property Solutions to proceed with phase 1 of the project at the quoted price of £86,056 (tender price plus 4%). Work to take place from Feb 2023.

Funds are in place with the latest £20,000 allocation recommended by F&GP.

ACTION: Inform all contractors that tendered of HTC's decision.

Meeting closed 8.45pm

HTC POLICE REPORT December 2022

This is our favourite time of the year. Although a busy few months for the team we always look forward to the annual Christmas Light Switch on, which again this year did not disappoint. It was great to see so many local people in attendance. We were also very lucky with the weather. We also attended the Remembrance Sunday event; laying a wreath in remembrance of all those who lost their lives in conflict.

Since the start of November there has not been a single reported incident of anti-social behaviour in the town. We sometimes find that news travels fast round a community particularly on social media - but if no one officially reports to Police, we don't know about it.

I have been made aware that the Big Issue seller that is usually in the High Street outside Coffee#1 has been abusive and insulting to members of the public when they pass by or decline to purchase a copy. I have also received concerns that his ID is fake and he is not a legitimate seller. I have checked his ID and made enquiries with the Big Issue who are disappointed by reports of his conduct and they have escalated the matter to deal. I can also confirm that his is a legitimate seller and his ID is not fake.

During the middle of November we saw a spate in theft reports and Criminal damage to the allotments at Marsh Lane. Work has been done to better secure the location and tool marking was offered to allotment holders. There have been no recent reports.

On the evening of the 2nd December there was a report of a Road Traffic Collision on the junction of the A338 and Atherton Road. One vehicle involved in this incident left the scene and was later found burnt out in Wiltshire Police area just past North Standon. Our roads policing colleagues attended the incident and an investigation is currently ongoing.

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.

Mayors report Nov -Dec 2022- Cllr Helen Simpson

Remembrance Parade & Poppy Appeal

Another successful poppy appeal in Hungerford, I really enjoyed volunteering at the stand, it always amazes me how generous Hungerford is as a community. The Hungerford poppy appeal raised over £28K. Congratulations Di and team. Outstanding!

The parade was again very well attended. Nigel Lynn (Chief exec WBC) and Laura Farris (MP) both joined Hungerford's parade. Thank you to Tim Williams and Marcus Barton for flying the Tiger Moth, it really does make the event so special. I am looking forward to awarding them and photographer Lee Sainsbury with a Mayors coin for their valuable contribution to the town. Thanks also to the RBL, Sandy Crouter and Derek Loft.

Thanksgiving Service for the Late Queen at St Nick's Newbury

This was a really touching tribute to the late Queen, her beautiful horse 'Barber Shop' attended the ceremony and was a lovely treat to witness. The service was well attended and very personal. It was lovely to hear the racing community give personal accounts of the late Queens love of horse racing and the local connection to Lambourn.

Parish Chairs meeting - Nigel Lynn

This meeting was attended by Cllr Alistair Fyfe and me alongside other parish council Chairs. Useful and informative, all agreed the meeting was helpful and some positives outcomes were gained. It was suggested that Town Cllr's will be offered the same training as ward members, in planning which will hopefully help support planning knowledge at parish/town council level.

Town Strategy Meeting

Again, this first meeting was well attended with good representation from the community. Working in groups, everyone contributed to aspirations for improving the town, as and when funding opportunities become available. The next meeting will be held in January.

Youth & Community Centre 10year anniversary

Congratulations to team Y&CC for a lovely day of celebrations and ice skating. It was a pleasure to witness the unveiling of the new centre mural designed by members of the youth centre. A fun filled afternoon was enjoyed at the centre which continues to thrive for the town's youth.

Tuesday Burchett Club Talk

I was invited to give a talk to the members of the Tuesday Club, about my role as Town Mayor and the Town Council. I was informed my talk must have been fairly interesting as all members stayed awake, I had a lovely afternoon with tea and cake. The club has had a difficult year, their minibus was written off due to an accident earlier in the year. Any donations made at the Mayors Carol concert will be shared between St Lawrence's church and the Tuesday club as my chosen charity donation.

Highways Meeting - Nick Coulson

I attended this meeting alongside Cllr Alistair Fyfe to go through the schedule of works planned for Hungerford. All works will near completion by the end of the year. I was delighted to hear the grass verges will become hard standing in Cold harbour road by the end of December. I am thrilled for the residents who have been struggling with the condition of the verges for a few years. Alistair, thank you for your dedication to this project, Hungerford footpaths are now greatly improved due to your detailed documentation. £200K funding for footway improvements was an enormous sum for the town to secure. Good job!

Croft Field Project

Meetings were held to discuss last minute details for the tender responses. All contractors were given an opportunity to look again and to give final responses (6 months on). HTC will shortly be making a decision on the responses received. This is a large financial commitment for Hungerford, it will ensure the centres future and will give much greater access to disabled users of the centre. This was one of the first projects I became involved with in HTC and I'm very excited to see its conclusion.

John O'Gaunt 3G pitch

I am hoping to hear positive news on the projects funding soon. HTC will be discussing our own contribution to the project in December.

Planning Enforcement Training

I attended this on-line training held by WBC. It gave a good overview of planning enforcement for West Berkshire Council, and shared future aspirations for the department.

Christmas Light Switch on

Last Sunday we turned on Hungerford's Christmas lights. It was a lovely dry evening and well attended by the community. We sadly had a few technical issues on the evening but, the Town Band, Hungerford Primary School, Hungerford Theatre Company, Abbie Cleary, Kennet Radio and HTC's very own Cllr Jerry Keates ensured the evening continued without too much drama. I loved how excited the primary school were to sing with the band and they absolutely smashed it!

I hope to see many of you at the Mayors Carol concert on Sunday 11th and throughout the many civic engagements I'll attend over the next two weeks. On behalf of the whole team at Hungerford Town Council, I wish you all a very Merry Christmas and a happy healthy new year.

Helen

FINANCE & GENERAL PURPOSES REPORT FOR FULL COUNCIL MEETING ON 5TH DECEMBER 2022

MONTH 8, NOVEMBER 2022 INCOME & EXPENDITURE REPORT

101 FINANCE:

The Annual Precept of £328,357 been received.

102 ADMINISTRATION:

Net Income over Expenditure is a £78 negative variance.

103 GRANTS & DONATIONS:

Net Income over Expenditure is a £1,604 positive variance.

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 £575 positive variance.

202 WAR MEMORIAL GROUND:

Net Income over Expenditure is a £172 positive variance.

203 ST SAVIOURS:

Net Income over Expenditure is a £552 negative variance. Burial Fee income was down by £411.

204 CROFT FIELD:

Net Income over Expenditure is a £260 positive variance. No income posted this month.

205 LIBRARY MAINTENANCE COSTS:

Net Income over Expenditure is a £139 positive variance.

206 TRIANGLE FIELD:

Net Income over Expenditure is a £235 negative variance. No rent has been posted this month.

301 CHRISTMAS LIGHTS:

Net Income over Expenditure is a £28,500 negative variance. No budgeted expenditure this month but costs incurred.

302 HIGHWAYS:

Net Income over Expenditure is a £390 negative variance.

303 CCTV:

Net Income over Expenditure is a £333 positive variance.

This month's Net Income over Expenditure is a £25,364 negative variance due to the Christmas light's expenditure out of phasing. Year to date Net Income over Expenditure is a £37,562 positive variance.

Claire Winser (Chair of F&GP) 4th December 2022

H&T Report 31/11/2022

1. A representation of residents from Sandham Green attended the meeting to raise their concerns about speeding through the hamlet. We agreed that we would support them in their efforts to introduce a 30mph limit.
2. WBH have agreed to extend the footpath into the croft with a date for the work to start be confirmed
3. A review of the data collected by the SIP devices showed that the majority of the traffic was staying within the 30mph although a significant minority are speeding. Further data is being collected and new locations for the devices being agreed.
4. An amended budget FY23/24 was agreed for submission to F&GP.

Hungerford and the Climate Emergency

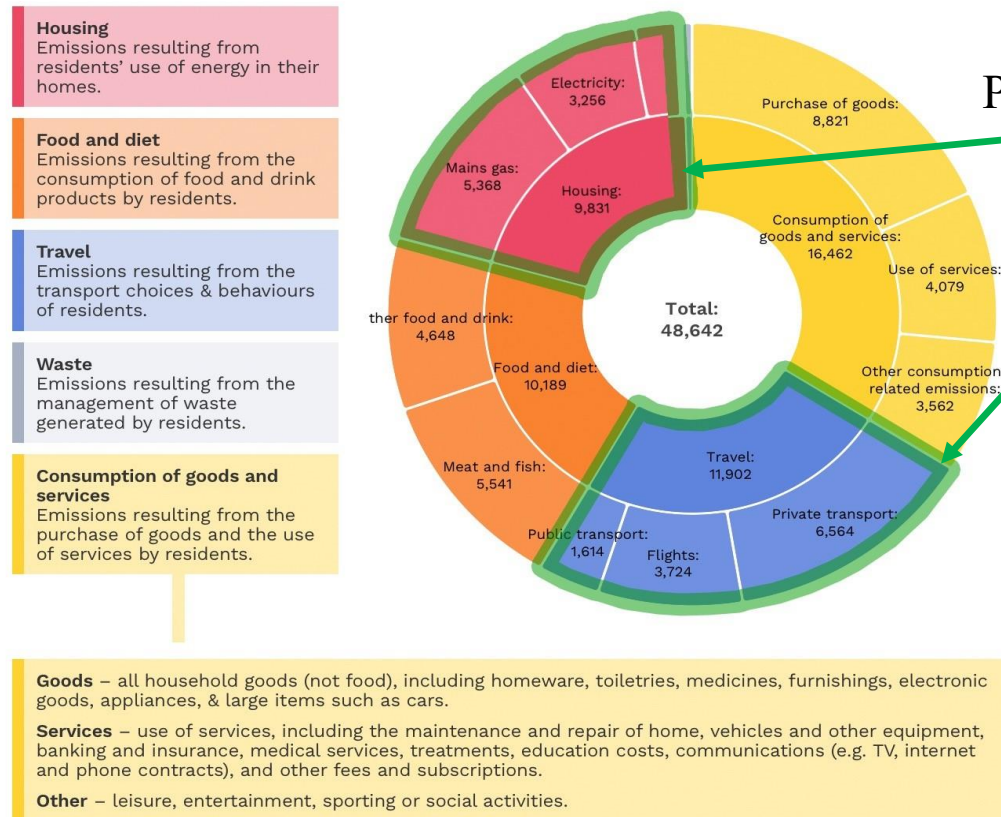
What is HTC's Community Responsibility?

Mark Greenwell
and John Downe
5th December 2022

The causes of Hungerford's Carbon Emissions

- Overall, we are worse than GB, but better than WB

This figure shows the annual carbon emissions (measured in tonnes CO₂e²) emitted as a result of the different activities that residents within your parish's boundary engage in – from heating to eating.



Goods – all household goods (not food), including homeware, toiletries, medicines, furnishings, electronic goods, appliances, & large items such as cars.

Services – use of services, including the maintenance and repair of home, vehicles and other equipment, banking and insurance, medical services, treatments, education costs, communications (e.g. TV, internet and phone contracts), and other fees and subscriptions.

Other – leisure, entertainment, sporting or social activities.

Source CSE, Exeter University, BEIS Impact Study

What should
HTC's scope
of action be?



Questions for Hungerford Town Council

1. Does the council agree that there is a global climate crisis?
2. Do we agree that as a Council we have a responsibility to take carbon minimising actions?
3. What do we see as the scope of HTC's actions?