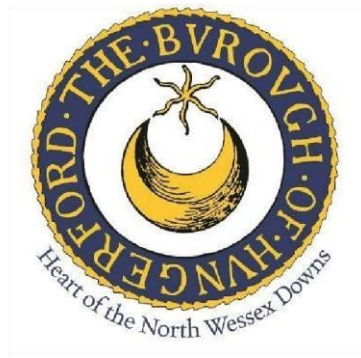


HUNGERFORD TOWN COUNCIL

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DRAFT MINUTES of the **Full Council Meeting** held on Monday 5th August 2024 at 7.00pm in the Library, Hungerford.

Present: Cllrs, Fyfe, Keates, Armstrong, Cole, Knight, Coulthurst, Reeves, Alford, Montgomery, Carlson and Schlanker.

Also present: Representatives from Penny Post, Newbury News and the Adviser. 9 members of public. District Cllr Tony Vickers (TV) from West Berks Council (WBC).

In attendance: Town Clerk, (TC)

Police Report: A report was circulated. See attached.

A spokesperson for residents of a road in Hungerford expressed concerns over ASB incidents and criminal behaviour, details of which were noted. Public were encouraged to report any incidents to the Police. **ACTION:** TV will raise with District Councillors, the PPP, local MP and property owner. Contact details for the MP's surgery were passed on. Cllr Cole will escalate to the Police & Crime commissioner.

FC202400132 Note apologies for absence. Cllrs Hudson, Simpson, Winsor, Cusack
Apologies also from, District Cllrs Denise Gaines (DG) and Dennis Benneyworth (DB)

FC202400133 Declarations of interest - None

FC202400134 Approval of Minutes of the meeting of the Full Council of 1st July 2024 and outcome of actions

Proposed: Cllr Keates

Seconded: Cllr Cole

Resolution: Minutes of the meeting of 1st July 2024 were agreed as a true record subject to a couple of amendments, changing sufficient housing to sufficient lighting in FC202400123 and draft letter to Bewley letter in FC202400130.

Outcome of actions:

We have received an update on Electric Vehicle chargers and installation work is underway in Church Street car park. HTC has created an information poster to circulate about the Housing Crisis grant. A meeting has been planned for this week with Volker to discuss options for future maintenance of our streetlights, to which Cllrs Schlanker and Coulthurst will attend. Ground improvements to the goal area in Smitham Bridge Play Park are being arranged. Cllr Coulthurst circulated her copy of the Bewley letter.

ACTION: Cllr Armstrong has a meeting this Thursday about conservation areas.

Cllr Fyfe advised he received a copy of the ROSPA report for Ramsbury Play Park and some issues were not included in the report. WBC had funding so purchased a new slide. Two pieces of equipment have been boarded off and will soon be replaced. The climbing frame is one for future repair/replacement.

ACTION: Cllr Fyfe will pursue further improvements to Ramsbury Drive Play Park.

- FC202400135 Receive Mayor's Report - See attached report.** There was nothing to add and the report was noted.
- FC202400136 Receive District Councillor's Reports** – TV advised the National Policy Plan Framework (NPPF) review has been launched by government and the old version of measuring housing will be used, doubling the numbers that are in the Local Plan. Whilst this doesn't affect Hungerford in particular it does affect the whole district. There is the possibility of cross boundary working. This will have an impact on the AONB as 75% of West Berkshire is in the AONB. The North Wessex Downs National Landscape is due to start their 5-year management plan and WBC think that they should delay it. TV would be concerned about a delay particularly as when a plan is in place, for every £1 invested £45 is received back, mostly from Defra funding.
Cllr Montgomery left the meeting.
TV has carried out beta online testing of new planning enforcement software which will make it easier in future for the public to report suspected planning breaches.
TV advised there is £2.5 million clawback of government money (unspent in year) given to schools. There is a £16 million shortfall. TV advised that money raised by PTAs at some schools has gone into core funding and should have been separated out. We are assured that none of the money raised by PTAs will be clawed back.
- ACTION:** TV to report back at next Full Council meeting on underfunding, particularly of SENCO and Transport to School issues.
Cllr Fyfe asked for the Clerk to pass on our thanks to Jon Winstanley and team at WBC for their recent work on repairing potholes. Cllr Fyfe updated TV about the enforcement issue regarding a site outside Hungerford.
- FC202400137 Health & Safety – Receive any complaints or concerns.** Cabling is being laid on the A338 going out of Hungerford towards the M4 and it was suggested that whilst the job is carried out the verge should be cut back and the road made the correct width.
- FC202400138 Propose authorisation of payment run** (circulated along with copies of invoices) for July.
Proposed: Cllr Carlson
Seconded: Cllr Coulthurst
Resolution: Authorise payment run of £40,479.96 for July
- FC202400139 Propose year to date accounts** – Refer to circulated Income/Expenditure Report.
Proposed: Cllr Carlson
Seconded: Cllr Keates
Resolution: Agree year to date accounts, with a positive variance of £18,292.00.
- FC202400140 Receive report on funds raised from the D-Day weekend** – The amount raised from the weekend events total £5950.91. The majority of this was for the Royal British Legion Hungerford Branch but it also includes separate collections for the Royal British Legion Poppy Appeal (£577.05) and another for Royal British Legion Women's Branch (£345). Included in the grand total is £1,000 raised from the auctioning of a bear and 3 characters. A presentation to the successful bidders will be arranged with the Mayor, along with a presentation to the RBL for the balance of funds not already received directly.
- FC202400141 Consider additional flower tubs in high street** (this item was brought forward to after item FC202400135 due to a representative from Smarten Up Hungerford (SUH) being present). Following our request for the installation of bollards to protect our footways being turned down by WBC, it has been suggested that instead we place some large flower tubs in strategic positions to stop vehicles mounting the footway. We have two spare wooden half barrels and some money for planting.
- ACTION:** Cllrs Keates and Montgomery will form a feasibility team to consider options and report back. The SUH representative present confirmed she is happy to manage the tubs going forward but they would need to be accessible for the water bowser and be included in the main watering scheme. Cllr Coulthurst offered to seek sponsorship and Cllr Schlanker will look at the budget availability.

FC202400142 Receive report from Neighbourhood Plan Project Team – Please see attached report. The Clerk advised since this report had been written the awaited outstanding responses to Regulation 14 from West Berks Council had been received. TV advised NDPs will continue as normal and the Local Plan will go through. A new one/update will be done based on new housing numbers.

FC202400143 Receive any reports (no more than 3 minutes per report which cannot contain any proposals).
None were received.

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.

FC202400144 Ratify decision of Freedom of the Town Panel for nomination of awardees.

Proposed: Cllr Cole

Seconded: Cllr Carlson

Resolution: The decision of the Freedom of Town Panel was ratified.

Meeting closed 8.10pm

HTC UPDATE August 2024

July has been another busy month for the team. Along with the usual school/ village fetes at this time of year - the General Election was held on the 4th July, with polling stations being visited throughout the day by the team.

On the 18th July the Prime Minister hosted the European Leaders at Blenheim Palace. Several members of the team were deployed to Oxfordshire to assist in the Policing operation.

It's now probably a distant memory but England reached the final of the Euros. Having the game played on Sunday 14th July meant that unfortunately this year we missed out on the Carnival. However we saw plenty of the videos/ photos of the procession.

Month of July:

6 reports of Anti-social behaviour

9 Criminal damage

2 Theft

1 Burglary (to a shed in Eddington)

The Team

The current set up of the Hungerford and Downlands Neighbourhood Police Team is 1 x Inspector, 1 x Sergeant, 3 x Police Constables and 4 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 please keep reporting incidents to us via 101, the TVP website (www.thamesvalley.police.uk) or 999, in an emergency.

Mayors Report August 2024

I attended a meeting alongside Cllr Fyfe, at WBC to discuss various outstanding concerns around the upkeep of station road car park and clarity of the parking bay numbers. (this was initially a personal freedom of information request) HTC felt this information would be useful to HTC and the Town Steering group. Various actions were agreed, some will need to wait for funding, others remain on this year's budget. Examples include.

- A) Clarity on available public car parking spaces, these are not the same as when the car park was first built.
- B) Ornate lighting needs to be cleaned and LED bulbs in all lanterns not just some.
- C) The vegetation needs urgent address, as shrubs are now encroaching onto parking bays.
- D) The Height restriction barriers are damaged and either need replacement, repair or removal. These have been superseded with the new barrier system.
- E) Data requested on daily vehicle numbers and revenue made from parking charges. Highlighting times when the car park is busier.
- F) The recycling area is often a target for fly tipping or rubbish left when containers are full. HTC has requested this is monitored more often and staff instructed to remove additional debris.

Town Centre Steering Group

This was a positive meeting and although we have received some data from WBC more input is required. A member of WBC Highways team has been asked to attend the next meeting. The next stage will be to draw up some plans and go out to public consultation. The process is slow and currently funds are limited. The steering group is here to streamline the ideas and bring a selection forward for further debate/consultation. Minutes from the last meeting will be available soon.

Hungerford Carnival

I was delighted to Judge the entries alongside Fiona Hobson, Constable Julie Lloyd and Bellman Julian Tubb. The carnival committee worked hard to ensure the carnival tradition remains in Hungerford. Those who entered put so much effort into the costumes. Congratulations to Hungerford Nursery who took 1st place in the walking entries. The children were brilliant and really enjoyed the afternoon. Our wonderful Town Clerk was crowned carnival Queen, Claire made a huge effort, and the crown was well deserved. If you would like to continue to see our carnival each year, PLEASE, PLEASE get involved next year, it's a lot of work, but we'd all like to see the carnival grow. If you're a company or organisation please join in, you don't necessarily need a low loader, just join the walking section. You can keep anything you collect on route. I will hopefully see many more of you next year.

Freedom of the Town

The best part of the role is reading about all the community minded volunteers in Hungerford. Looking at this year's nominations makes you truly appreciate how lucky we are to have so many people going the extra mile.

Those awarded will be notified by myself in due course.

Bewley/Lancaster Park

Cllr Cole and I attended a meeting at Bewley Homes, head office with Stella Coulthurst, attending as a Lancaster Park resident. We met to continue the conversation on landscaping and planning conditions. Whilst HTC can assist residents to ensure all conditions are met on site, we are unable to assist in some anomalies which have come to light. HTC will be watching closely and will continue to ask our ward members to make sure residents receive the support and outcomes promised.

I am sorry I can't be with you this evening; I hope you all have a lovely summer break.

Cllr Helen Simpson

Town Mayor

FINANCE & GENERAL PURPOSES REPORT FOR FULL COUNCIL MEETING ON 5TH AUGUST 2024
MONTH 4 INCOME & EXPENDITURE REPORT FOR JULY 2024

101 FINANCE:

Interest of £1,605 has been received from the Close Brothers Account.

102 ADMINISTRATION:

Net Income over Expenditure is a £2,299 positive variance. D.Day Good Exchange Grant and Swing Dance ticket Sales totalled £3,810 this month.

103 GRANTS & DONATIONS:

Net Expenditure is a £10,050 positive variance this month due to phasing issue.

104 POOL HOUSE:

Net Income over Expenditure is on budget.

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 £179 positive variance.

202 WAR MEMORIAL GROUND:

Net Expenditure is a £131 negative variance this month.

203 ST SAVIOURS:

Net Income over Expenditure is a £381 negative variance.

204 CROFT FIELD:

Net Income over Expenditure is a £843 positive variance.

205 LIBRARY MAINTENANCE COSTS:

No Expenditure this month.

206 TRIANGLE FIELD:

Net Income or Expenditure is a £178 negative variance this month.

301 CHRISTMAS LIGHTS:

No Income or Expenditure recorded this month.

302 HIGHWAYS:

Net Income over Expenditure is a £5,334 positive variance.

303 CCTV:

Net Income over Expenditure is a £136 positive variance.

July's Net Income over Expenditure is a £18,292 positive variance.

Claire Winser

Chair of F&GP

4th August 2024

August 2024 Update on Hungerford Neighbourhood Plan (HNP)

02/08/24

Some modest progress this month:

- Regulation 14 Consultation completed and just awaiting highways and drainage which have been promised any day now. Apparently, there are no significant problems identified so there should be a few minor changes only.
- Plan has been updated with a series of tracked changes and just await above comments.
- The programme below is struggling and mid 2025 is the likely for adoption.
- The emerging West Berks Local Plan increased housing numbers is a potential concern. However it has not affected our Neighbourhood Plan so far, but there is a risk that numbers could change.
- Key next actions are:
 - Complete the Consultation comments and draw up potential changes based on these.
 - Update plan and submit to West Berks for Regulation 16 Consultation with associated support documents.

Ref:	Activity	No of Weeks	Start date	End date	2024												2025						
					Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
1	Review by Cttee & Council Consultations	14 weeks	18/09/23	08/01/24	█																		
2	Strategic Environmental Assessment (SEA)	8 weeks	11/12/23	16/02/24	█	█																	
3	Publish Draft for Consultation (Rule 14)	6 weeks	16/02/24	29/03/24		█	█																
4	Update Plan following consultation	2 weeks	04/04/24	31/08/24					█	█	█	█	█	█									
5	Submit to WBC prepare for Reg 16 Consult	4 weeks	01/08/24	30/09/24										█	█								
6	2nd Consultation (Reg 16) (carried out by WBC)	6 weeks	01/10/24	30/11/24												█	█						
7	Finalise Plan and prepare for Examination	8 weeks	01/12/24	31/01/25														█	█				
8	Examination	1 week	01/02/25	07/02/25															█				
9	Inspectors Report Preparation	7 weeks	08/02/25	28/02/25															█	█	█		
10	Moifications	2 weeks	01/03/25	30/03/25																█			
11	Prepare and carry out Referendum	8 weeks	01/04/25	30/05/25																	█	█	█
12	NP comes into force	2 weeks	01/06/25	30/06/25																			█

key on colour coding: completed future activity activity involving public

Richard Hudson