

HUNGERFORD TOWN COUNCIL

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MINUTES of the **Full Council Meeting** held on Monday 4th December 2017 at 7.00pm in the Corn Exchange Complex, Hungerford.

Present: Cllrs Knight, Simpson, Crane, Farrell, Benneyworth, Winsor, Chicken, Hudson and Small (entered later)

Also: Brian Quinn (Penny Post), Brian Williams (The Adviser), John Garvey (Newbury News), Jan Giggins, Police and several members of the public

Age UK: - Greg Smith advised they operate a service called Easy Shopping that delivers groceries to those who find it difficult to get out. They cover the whole of Berkshire and include in Hungerford, Redwood House. They won a Tesco's grant to increase awareness in Hungerford. Besides leaflets they would like to know what other avenues are available to help promote awareness. It was suggested contact is made with patient participation groups, CHAIN, the library (where a drop box could be located), Tuesday Club and press (which are present). Adverts on buses might help reach target audience.

Action: HTC can put info on their website and on noticeboards.

Police Report: - Police Officers and Sgts have been trained recently with mobile speed devices and have been active in Hungerford. 14 tickets have been issued for speeding and other offences. 2 or 3 drink drivers have been caught. Shoplifting is being targeted as this is expected to increase around Christmas. They have low level intelligence for a couple of youths that have been littering and causing damage at the Skate Park. There is no visible drug evidence. Every 3rd Wednesday of the month the police stand is present by 'From the Heart'. This is proving successful. Big issue sellers are back, and checks have proved that they are legitimate. The police will monitor them. Sellers should display photo ID.

Cllr Hudson said he had tried ringing 101 three times and had given up each time after 5 minutes of waiting. The Police replied they do not have the resources but will feed back the complaint.

A team of police will be present at the Christmas Extravaganza and were present for the 'lights switch on'.

Members of public: - J Giggins reported that land north of Irish Hill has been dismissed by the inspector due to it being in the AONB. That is 2 developments in Kintbury that have been rejected on paragraph 116 and 115 (with a footnote to para.14). Can HTC display links to these on their website as they bear relevance to Salisbury Road. **Action:** Cllr Farrell will organise a separate meeting on this subject with any other interested councillors.

1. **Apologies:** Accepted from Cllrs Finlay, Bumbieris and noted from Cllr Whiting, District Councillor James Podger also sent his apologies.
2. **Declaration of Interests:** Cllr Winsor – Triangle Field Management Committee (TFMC), Cllrs Simpson and Knight (Library), Cllr Farrell (Croft Field)
3. **Approval of Minutes of the meeting of the Full Council meeting of 6th November 2017 and outcome of actions** Cllr Farrell proposed the minutes as a true record, seconded by Cllr Crane, 4 abstentions and rest in favour.

4. **Mayor's report** -Report has been circulated (and is attached). The Mayor and Deputy met with the Leader of WBC and the District Councillors. Topics included free parking, coach parking, and school transport. WBC said it is a possibility that HTC could take on the running of car parks. This was just a comment and no details have been provided. There is not much progress to report on the other issues, but the Mayor is building on HTC's relationship with WBC.
5. **District Councillor's Reports**– District Councillors not present.
6. **Consideration of co-option of new Councillor** – A resume had been received and John Downe introduced himself and was invited to the table. He moved to Hungerford, which was his choice location, two years ago and has plans to replace his house in Priory Road with a new build. He is retired and drives for CHAIN. Previously he was involved with his Parish council in Sussex which he chaired for 4 years. He worked on improving communication with the town, with youth projects and helped complete a Neighbourhood Plan which took 3 years. *Cllr Crane proposed co-option of John Downe as a councillor, seconded by Cllr Brookman, all in favour.*
7. **Committee reports (no more than 3 minutes per report)**
 - R&A – Cllr Small** – Committee met on 21st November and minutes have been circulated.
 - E&P – Cllr Farrell** – Report has been circulated (see attached)
 - T&E – Cllr Crane** – The committee has not met. Cllr Crane has joined the Chamber of Commerce. They are looking to increase their membership to include larger companies. Cllr Crane is having a meeting with NWD about welcome signs. NatWest is moving out of the High St so there will be an opportunity for a new retailer.
 - H&T – Cllr Rob Brookman** – Report has been circulated (see attached)
 - F&GP** – Cllr Bumbieris not present
8. **Finance – Cllr Benneyworth**
 - a) **Propose authorisation of cheque run payments (circulated) for last month** - *Cllr Benneyworth proposed authorisation of cheque run of £14,305.10 plus vat, seconded by Cllr Crane, one abstention, rest in favour.*
 - b) **Propose Year to date accounts – refer to circulated Income/Expenditure Report.** *Cllr Benneyworth proposed acceptance of the year to date accounts, seconded by Cllr Chicken, all in favour.*
 - c) **Propose addition of Cllr Simpson as a signatory on the accounts** – *Cllr Benneyworth proposed Cllr Simpson is added as a signatory on the account, seconded by Cllr Knight, all in favour.*
 - d) **Propose acceptance of a quote to add lettering to the newly painted noticeboards** – *Cllr Benneyworth proposed spending £295 to add lettering, seconded by Cllr Simpson, all in favour.*
 - e) **Consider precept/budget spreadsheet for any further amendments** – At present the budget creates a 1.07% increase in the Precept. The Triangle Field proposals might affect it. The final figure will be proposed at January's meeting.
 - f) **WBC budget proposals – HTC response to consultation** – The deadline for responses is 10/1/18 and this is open to all. Penny post will promote.
Action: All councillors to consider WBC proposals and send responses to the Clerk who will collate and forward on.
9. **Salisbury Road planning application - Consideration of advice given by planning consultant -**
A letter from Ashburn Planning Consultants has been circulated and the advice they give is not to progress with further action on the planning application, to talk to the developers Cala, and move forward with a Neighbourhood Plan when it is the right time. Cllr Hudson doesn't agree and believes there is further detail to be explored with the planning application. S106 is an important component and is supposed to be read in conjunction with the planning application. No exceptional circumstances have been demonstrated and there are other sites available with less impact. Cllr Hudson would like a meeting to discuss this asap. The SOS could be written to again. Kintbury's decision is hugely relevant and J Giggins has forwarded the judges agreement for our info. J Giggins was unimpressed by the performance of Ashburn Planning at the EIP and asked if we would use the same consultants for a Neighbourhood Plan and whether

we had asked for their opinion or were they touting for business. Cllr Farrell confirmed that we would go out to tender should we decide to proceed to do a Neighbourhood Plan but this decision has not yet been made. Cllr Hudson advised yes, we had asked for their opinion. ‘Planning Aid’ also might be able to help. *Cllr Hudson proposed a meeting is held next week to discuss these issues and info is requested on the S106 agreement, seconded by Cllr Chicken, all in favour. (This meeting will take place as part of the E&P meeting scheduled for Monday 11th Dec)*
Rob Cox entered

10. **Library – Report following meeting with Andy Green** - The Library WP met with Paul James and Andy Green from WBC. The building needs to be in good order when handed over. Cllr Knight has also spoken to the leader of the council. HTC don’t want to be burdened with costs moving forward. The building is to be taken on from 1st April 2018. A survey will be carried out next week and the result discussed with WBC.
11. **Feedback from Christmas Lights Installation Project and Switch on** – A new contractor was used this year and they were significantly cheaper. Initially though they underestimated the amount of labour needed however REME were fantastic providing many hours free labour saving the contractor a lot of money. Two areas of the town are unlit, and the contractors need to sort this. Thanks, were given to Cllr Brookman for all his work and to the Clerk. Santa and his helper were great but next year a larger team of helpers is needed. Due to the crowds the sound across the other side of the street could have been louder. Thanks, were also given to Roger Ballard and his family for help with the switch on, barriers and signs.
12. **Freedom Award – Proposal in principle to change this from an HTC Freedom Award to the Mayor’s Freedom Award with appointment of awardees to be made by an independent committee other than HTC** – Several suggestions were made: nominating 1 not 3, considering a junior award, having a part 2 council meeting with a ballot and not involving HTC. *After discussion Cllr Simpson proposed the award should remain as it is but the vote from council should be majority not unanimous and up to 3 people can be nominated. Resumes should be provided to help with the council decision, seconded by Cllr Chicken, all in favour.*
13. **Neighbourhood Plan – Announcement of public meeting** – This will take place on Monday 22nd January in the Corn Exchange at 7pm and Pat Wingfield from Stratfield Mortimer will provided a power point presentation on their successful NP. It was pointed out that although B Lyttle (WBC) painted a negative view of NPs at the last meeting, Leila (WBC) is very helpful and WBC has an obligation to work with the Town Council should the decision be to proceed. J Giggins commented that at the end of the EIP of the DPD, WBC was quite dismissive of the NPs by Tilehurst and Stratfield Mortimer. NPs can be challenged by developers. J Giggins is not in favour of NPs as they can be overridden.
Action: Clerk to put out pros and cons of NPs to all ahead of the public meeting.
14. **Bridge St War memorial – Letter of agreement with Town & Manor** - This had been circulated. There is a need to clarify ownership and responsibilities for maintenance. To draw up a lease is costly and unnecessary. *Cllr Small proposed HTC cooperate with T&M to produce a letter of agreement, seconded by Cllr Simpson, all in favour.* **Action:** Clerk to advise T&M
15. **Triangle Field Proposal – Consider latest draft for adoption and also RFC proposal** – Both proposals had been circulated. The RFC wished to withdraw their proposal. Cllr Simpson wants the utilities to be paid by RFC. This is now included. Rob Cox advised he had taken the proposal to the RFC and it has their backing. Cllr Hudson asked if the RFC could pay the rates as they are CASC registered and would receive 80% reduction. Clarification is needed on this as the RFC don’t lease the Changing Rooms it is probably not possible. The proposal would run for 1 year followed by two 5-year lengths. It will then expire at the same time as the floodlight agreement which is up for review in 2024. It was agreed to look at the cleaning costs after 1 year.

D Pettifer (Hungerford Juniors) asked why HTC give preferential treatment to the Rugby Club when income from the RFC members along with income from the bar, kitchen and advertising boards is received by the RFC? Have we seen the RFC accounts? Does council think it is acceptable to have the same chair? Rob Cox (RFC) answered that RFC do a lot of fundraising and they always pay what HTC request and they have many expenses.

It was pointed out that HTC own the changing rooms and when money was spent on the building it was used by the football clubs also. When HTC spent money on the building we were advised to purchase the freehold. The RFC has become a prominent user over recent years. They use one pitch, three times a week and 4 pitches and changing rooms on a Sunday and occasionally on a Saturday. The facility is available over the summer and will be marketed. HTC has been debating this proposal for the last 6 months. The RFC will pay for what they use, the changing rooms and field. The savings made by the RFC paying higher rent will allow HTC to increase their grants budget to provide funding for more organisations. J Giggins commented that all would benefit from more transparency and went on to detail some of the history of the Triangle Field. The land was purchased to protect it from development and to use as public open space for sports, recreation and other community leisure purposes.

Cllr Farrell doesn't agree with HTC paying for the cleaning of the changing rooms and isn't happy with the current standard of cleaning. It was agreed management of the cleaning needs to be addressed. It was confirmed that the cost to HTC under the new proposal is £3k.

Cllr Benneyworth proposed, with the proviso that cleaning is looked at over the next 12 months, and business rates are reviewed to see if the RFC can pay them, that the Cllr Winsor proposal is accepted, seconded by Cllr Crane, 4 in favour, 2 objections, 2 abstentions, vote carried.

16. **Any other Reports (3 minutes each) not to include any proposals** - Chamber of Commerce are having a Xmas social from 6pm onwards on Dec 7th in the Magistrates Room.

Meeting closed at 9pm.

REPORTS

Hungerford Town Council, Mayor's report - Nov 2017

November

- 2-7 Holiday**
- 9 Wishing Wheels Event at Hungerford Care Home**
- 9 Library Trustee Meeting**
- 12 Remembrance Parade**
- 13 Opening new hairdressers shop in Charnham St for Perfectly Posh**
- 13 T & E C'tee meetings**
- 14 Meet the Auditors Course in Newbury Town Hall**
- 14 F & GP C'tee meeting**
- 15 Community Police Meeting at TF**
- 15 TFMC Meeting**
- 19 Opening of Compost Toilet at Marsh Lane Allotments**
- 20 Meeting with Graham Jones (Leader of WBC)**
- 21 Library Working Party Meeting**
- 21 R & A C'tee meeting**
- 23 Friends of Hungerford Library Meeting**
- 25 Library Trustee Meeting**
- 30 JOG School Prizegiving evening**

Keith Knight

Town Mayor ,4th December 2017

Environment and Planning Committee Report for November 2017

Dear All,

At last the planning for Salisbury Rd, Outline ONLY has been decided, All matters reserved except access. We will await the onward progress for this site, layout numbers etc. I am sure we will have much discussion before the final outcome.

An application has been received for 2 houses on Bath Rd behind the thatched cottage, near the Vets. I will be visiting prior to next Planning Meeting details have been circulated.

An application, for small extension, has been received and no objections from us, at Down View on the Common. The site was visited by members of our Planning Committee. Awaiting WBC decision.

We are still awaiting the decision, from the owners as to what's happening with the Oakes Station Development and the future of the temporary Car Park.

Usual extensions and alterations

I note that Charnham Street has a reshuffle of hairdresser from the High Street but as of yet we have not received a planning application for the signage, neither has WBC.

A meeting with the Towns Residents will take place In January to decide how we move forward with a/the Neighbourhood Plan.

As always we have said this would be Town lead and Towns decision. A speaker who coordinated and saw through the Stratfield Mortimer Neighbourhood Plan will guide us through and answer questions after presenting his experience of the process.

At the end of this meeting I hope we will have a decision as to the way forward, it is a huge commitment and we really have to be sure we have the man power and where with all to see it through, I do not see this as a lone Town Council effort so without the support of the community we cannot do this even if the vote is to go ahead. The process has to be HTC and Town commitment to achieve a good workable plan through to fruition. It will need to have a group of people committed to regular meetings with WBC and others, the process will be over at least a couple of years so not to be taken on light-heartedly. From the conversations and meetings, I have already attended on the subject it is full on.

I am only being honest in my wording so we and anyone else taking on this task have no misconceptions of what's involved.

Merry Christmas Everyone,

Carolann.

Highways and Transport Committee Report for November 2017

Railway Station

No news on the grant application from GWR yet but we should hear if we have been successful in November. NR has agreed in principle to our request to enlarge the up-line passenger shelter.

Painting of the station has started. The railings have been painted black in line with the standard livery for GWR stations. Painting the footbridge is the responsibility of GWR but there is no money in their current budget.

GWR and NR have looked jointly at the general maintenance issues at the station and agreed an action plan.

We are investigating 'adopting' Hungerford station. GWR are promoting this initiative but we do not have any details at this stage. Two representatives from GWR will be attending the H&T meeting at the end of January to give us more details of the scheme.

Street Lights

WBC has confirmed that the street in The Croft and the one in Parsonage Lane have been replaced. We have sent a purchase order to WBC to replace the street light outside No.1 Bulpit Lane which was badly damaged during building works and had to be removed by WBC as an emergency. The estimated cost of replacement is £1,261.62. To mitigate future costs, we have arranged insurance to cover third party damage to our assets.

There seems to be an ongoing problem with the failure of the Belisha beacons outside The Three Swans and also outside the Royal Mail sorting office. I am now keeping a log of when these have failed and will escalate the problem with WBC.

Post Box in Park Way

The Royal Mail letter box in Park Way has been replaced outside the flats in Port Down.

Pigeons

There has been a meeting with the T&M to agree a future strategy for keeping the pigeon population to acceptable levels. When completed a paper setting out the strategy will be circulated and discussed at H&T Committee.

I have asked WBC Environmental Health to see if they can influence the owners of the two properties in the High Street to deal with the problem on their premises. I am still awaiting a response.
CCTV at the Skateboard Park

The camera and transmitter have been installed and the only outstanding item is the electrical connection. Before the system can be commissioned the broadband connection at the football connection needs to be upgraded by BT.

Christmas Lights Update

At the time of writing, the installation is on time after a faltering start initially. There are likely to be a few spare Xmas trees for sale once the installation is complete.

RB

1/12/17