

HUNGERFORD TOWN COUNCIL

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DRAFT MINUTES of the **Full Council Meeting** held on Monday 2nd July 2018 at 7.00pm in the Corn Exchange Complex, Hungerford.

Present: Cllrs Knight, Brookman, Winser, Benneyworth and Chicken.

Also: Derek Alford, James Podger (District Councillor), Brian Quinn (Penny Post), John Garvey (Newbury News), PCSO Lee Bremner

Police Report: On the 1st June, the Texaco garage was broken into and cigarettes stolen. The investigation is on-going. The garage does have CCTV.

The monthly police surgeries are proving very successful. The one at Tesco's is now held on the third Friday of every month, the next one is on 20th July 10.00am-1.00pm. The one at the Wyevale Garden Centre is on the first Tuesday of every month, the next one is on the 3rd July 12.00-3.00pm. Litter, speeding and general information are usually gained at these meetings and the public appear to welcome this police presence now the police station has gone from the town.

The speeding van still covers the town, but no particular area has been highlighted with speeding issues.

- 1. Apologies:** Noted from Cllrs Simpson, Downe, Crane, Hudson, Cusack, Finlay and Farrell.
- 2. Declaration of Interests:** Cllr Brookman (Item 11).
- 3. Approval of Minutes of the meeting of the Full Council meeting of 4th June 2018 and the Extra Part 2 Full Council meeting of 19th June 2018 and outcome of actions -** *Cllr Brookman proposed the minutes of the Full Council meeting of 4th June 2018 as a true record, seconded by Cllr Winser, one abstention, rest in favour.*
Cllr Chicken proposed the minutes of the Extra Part 2 Full Council meeting of 19th June 2018 as a true record, seconded by Cllr Brookman, three abstentions, rest in favour.
- 4. Mayor's report** – Report will follow when Cllr Simpson returns.
- 5. District Councillor's Reports** – Cllr Podger reported the Oakes Station Development plan was approved at the recent WAP meeting, this now goes to District Planning. This is because the proposal is against WBC planning policy although the government view is that employment sites currently not being used, should be used for housing. HTC fully supported the proposal. A site visit is planned for the 10th July with the District planning meeting on the 11th July and the proposal will be recommended for approval. Network Rail had not made any offers for the land.
Cllr Hewer and Glyn Davis are waiting for a date for a meeting regarding extra parking in the town. Adding a second storey to a car park has been investigated in the past and previously wasn't feasible. However, it is thought worth looking into again for the Station Road car park.
The applicant redeveloping the old police station site has agreed to give up some land to improve the junction with Station Road / Park Street. Cllr Podger wasn't aware of the details of the CIL payments.
- 6. Committee reports (no more than 3 minutes per report)**
R&A – Cllr Simpson – No report has been received.

E&P – Cllr Farrell – Report has been circulated (see attached).
F&GP – Cllr Winser – No meeting has been held.
T&E – Cllr Crane – No report has been received.
H&T – Cllr Brookman – Report has been circulated (see attached).

- 7. Report from Hungerford 2036 Project Team – Cllr Downe** – The Clerk reported that the survey has been sent out through the Adviser and is available to complete on line. Collection boxes have been put at various locations throughout the town. So far, 50 surveys have been completed on line and a number of manually completed surveys have been received.
Geoff Greenland has created a Hungerford 2036 project programme focusing on public, transparent and reasoned activities and outcomes.
Tony Drewer-Trump has obtained details from various sources and created an information pack that can be updated. Data is available comparing Hungerford to West Berkshire in a number of areas.
Cllr Downe has resigned as Chair of the Project Team and Cllr Winser thanked him for his excellent service, this was supported by all present.
- 8. Finance – Cllr Winser**

 - a) Propose authorisation of cheque run payments (circulated) for last month - Cllr Winser proposed authorisation of cheque run of £38,108.82 including VAT, seconded by Cllr Knight, all in favour.**
 - b) Propose Year to date accounts – refer to circulated Income/Expenditure Report – Cllr Winser proposed the accurate Year to date accounts, seconded by Cllr Knight, all in favour.**
 - c) Agree process for consideration of late grant applications received – report circulated.** It was suggested that when additional grant applications are received, these should be dealt with by F&GP (or at Full Council if this comes first) as and when they come in. The additional grant applications which have already been received will be considered at F&GP on 10th July.
- 9. Consider draft Co-option policy as circulated** – Cllrs discussed including an additional comment in Section 6 that any concerns must be aired publicly to the candidate by any councillors. *Cllr Knight proposed adoption of the co-option policy, seconded by Cllr Benneyworth, all in favour.*
- 10. General Data Protection Regulations**

 - Propose adoption of new ‘Data Protection Policy’ as circulated** – *Cllr Winser proposed adoption of the Data Protection Policy, seconded by Cllr Brookman, all in favour.*
 - Propose adoption of new ‘Privacy Statement’ as circulated** – *Cllr Knight proposed adoption of the Privacy Statement, seconded by Cllr Brookman, all in favour.*
 - All councillors to sign a new Declaration of Acceptance of Office form following amendments to the Code of Conduct and inclusion of a privacy statement** – The five councillors present signed the new Declaration of Acceptance of Office forms.
- 11. Trees**

 - Consider draft management programme as circulated** – This programme will enable Council to be more pro-active in tree management as it gives order of priority, dates when action is due and will include a budget column. The budget will be set in advance and the programme is not yet complete but will be extended to include St Lawrence’s, the Triangle Field and the allotments. *Cllr Knight proposed general support of the management programme, seconded by Cllr Benneyworth, all in favour.*
 - Propose quote to remove deadwood from trees in War Memorial Avenue, refer to report** – *Cllr Chicken proposed acceptance of the quote of £2,475 from Hungerford Tree Surgery for the work at the War Memorial Avenue, seconded by Cllr Knight, all in favour.*
- 12. Christmas Lights Tender process – Cllr Knight** – Tenders should ask for quotes for one year and for three years as continuity would be useful. It should specify that there are two contracts – one for the supply of the trees and one for the installation of the lights. Cllr Brookman was impressed by Shield (the contractors last year) – he felt they project managed it well.
Cllr Knight proposed going to tender in July, offering one and three year proposals, plus two separate proposals, one for the trees and one for the lights, seconded by Cllr Brookman, all in favour.
- 13. Any other Reports (3 minutes each) not to include any proposals** – None.

- 14. Part 2 – Maintenance Contracts – Consider increasing workload** – After discussion it was decided no extra employees or changes to the status quo are required at this time.

Meeting closed at 8.30pm

Environment & Planning Committee Report

The Station Development was approved at WAP last Wednesday evening, it now has to go before District on 11 July.

I hope we can look forward to a new look Station area ASAP.

The Private unlicensed Car Park on the Oakes Site will close this summer anyway regardless as to Building taking place.

I understand Cllr. R. Chicken is looking into alternative parking around the Station area.

I still have no news on The Lawrence Square enforcement order. (Extension not one bed house).

We do not have a date from CALA to meet up again but it will certainly be after their exhibition mid July in the Town Hall.

We are awaiting planning detail on the extra lights and fencing at the Triangle Field.

The fence around Eddington Mill appears to conform to all necessary detail and neither WBC or AONB have got back to me to the contrary.

Quite quiet on the Planning front small development wise.

The new Call for Sites details should be with us in September when hopefully it can be an agenda item for us to discuss and maybe add our opinion to.

Carolann Farrell.

Highways and Transport Committee Report for June 2018

Railway Station

We have recently received the legal agreement between GWR and HTC regarding the grant for the extension to the Up line passenger shelter.

Cllr. Chicken has had several meetings with ACORP and GWR regarding 'Adopt a Station' and has come up with some interesting ways of improving the facilities at the station.

We have been looking at ways of providing more parking at the station and are awaiting a meeting with WBC to discuss the various options. This has become more urgent since Planning Permission has now been granted for the development of housing on the former Oakes Brothers site and so the temporary car park will be lost once construction begins. Cllr. Knight has suggested that we could look into setting up a temporary car park at the Triangle Field with a Park and Ride scheme to and from the station.

Street Lights

Still waiting for a quotation from WBC regarding adoption of the street lights in Coldharbour Road.

Pigeons

A meeting with T&M, NR and myself was scheduled for 20/6/18 but NR cancelled at the last minute. The meeting should be rescheduled in the next couple of weeks. The purpose of the meeting is to try to get NR to make the underside of the bridge in the High Street pigeon proof.

Flooding in Bath Road

As reported before WBC have been notified of the problem opposite the Shell garage in Bath Road but to my knowledge this has not yet been resolved.

CCTV

Two of the CCTV cameras are faulty. They are to be repaired under warranty, but the labour cost of replacement will be £1,600. The problem with the cameras is that because they are set to pan constantly i.e. every 10 seconds then they wear out. It is our intention to immobilise the cameras. Owing to the cost of installing an additional camera at the Bear roundabout this will be considered for inclusion in the budget for next year.

Canal Footbridge

Following several incidents this year with residents slipping on the decking of the footbridge WBC have trialled a new surface on one area of the bridge. There have been no adverse comments from the public and so WBC are arranging for the anti-slip surface to be replaced with the enhanced material. There was very little rain during the trial period but if there are problems with the new surface then this will be reported to WBC.

Charnham Park

We had a complaint from a resident in Kennet Way about HGV's parking in Charnham Park overnight and the disturbance that this caused in the early hours of the morning and the subsequent air pollution. She also requested that speed limit in Charnham Park should be reduced from 40mph to 30mph. The result of a speed check over 6 days in September 2016 found that the 85th percentile speed in both directions was 38 mph and that the mean speed was 32mph in each direction. I recently checked the parking situation in Charnham Park on 3 consecutive evenings and saw a total of 2 HGV's parked up for the night. The complainant also mentioned the number of plastic bags containing what was believed to be human faeces. This was passed on to WBC Environmental Health to investigate.

One Stop Shop Fairview Road

The saga of Tesco branded articulated delivery lorries driving down Priory Avenue and Fairview Road and then reversing into Clarkes Gardens during the school morning opening times continued. The latest incident was photographed showing a number of school children crossing behind a Tesco lorry as it reversed into Clarkes Gardens. I raised a complaint with Tesco's head office enclosing photographs of incidents over the last month and, as yet, I have not had a substantive reply from them. Both Hungerford Primary School and John O'Gaunt Academy have been made aware of the incidents.

RB 29/6/18