

HUNGERFORD TOWN COUNCIL

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MINUTES of the Recreation, Amenities and War Memorials Committee held on Tuesday 20th February 2018 at 7.00pm in The Library, Hungerford

Present: Cllrs Small, Winsor, Simpson and Brookman

Also attending were members of Haha (Geoff Greenland and Andrew Downs)

- 1. Apologies for absence** – Cllr Simpson proposed recording the apologies of Cllrs Farrell, Benneyworth, Whiting, Knight and Cusack, seconded by Cllr Small, all in favour.
- 2. Declarations of interest** – Cllrs Small and Winsor (Triangle Field), Cllr Winsor (Safesite)
- 3. Agreement of minutes of meeting held on 23rd January 2018** – Cllr Brookman proposed the minutes as a true record, seconded by Cllr Winsor, all in favour

- **Updated To Do List (circulated)** – **Action:** Maintenance man to obtain quote to replace broken concrete posts between the Bulpit Play Park and Football Club car park. **Action:** Office to supply catalogue details of play equipment to replace the camel at Smitham Bridge. Nigel Perrin is making an informal enquiry with Planning about extra floodlights and will copy in Cllr Farrell. **Action:** Cllr Small to check if the bench at St Saviours has been repaired. **Action:** Prepare a schedule of works of benches to be maintained each month for our maintenance man. **Action:** Obtain quotations from contractors to maintain all the benches throughout a 2 year period.

- **Update on any actions not included on agenda** – One quotation has been obtained for re-welding the skate park shelter and fixing the toe ramps where required. **Action:** Obtain another quotation for comparison.

Secondary chains are required on our basket swings at both playgrounds. Cllr Small proposed purchase of these at £56 a set, to be fitted by our maintenance man, seconded by Cllr Simpson, all in favour. **Action:** Office to purchase.

- **Update on H&S walk rounds of HTC maintained sites and future walk rounds** – A visit to the Triangle Field took place today. Many improvements have been made to the cleaning and maintenance. It was questioned whether the cable by the Theatre Company's containers required burying. **Action:** Deputy Clerk is taking advice on this. It was agreed to limit future walk rounds to one location at a time and this will be carried out by 2 councillors and the Deputy Clerk so the results can be recorded. **Action:** Cllrs Simpson and Small offered to visit St Saviours on Tuesday 6th March at 10am with the Deputy Clerk. The following visit will be to Bulpit Park and surrounding area. **Action:** Deputy Clerk to produce check lists.

4. Allotments

- **Update on progress with allotment lease at Marsh Lane and noting of Donnington Homes' interest** – A draft lease has been received today noting the interest of Donnington Homes which is in order. **Action:** Clerk to ensure all parties sign the lease.

- **Consider quotes to repair fence at Fairfields Site** – So far one quote has been received based on a 6 foot fence. **Action:** Obtain a revised quotation based on a 3 foot fence of similar materials and obtain a second quote for comparison.

- **Review the progress on collection of rents for the allotments** – There are 3 outstanding. If payment is not made by 28th Feb they will lose their plots. **Action:** Clerk to issue a letter from HTC enforcing our right to terminate the agreement under clause 6. **Action:** HAHA to provide a copy of the original signed tenancy agreements.

5. **Action Plan – Consider amendments for R&A** - Copies were handed out and each item on the action plan was considered. **Action:** Clerk to redraft with the amendments.

6. **Bridge Street War Memorial – Update on registering the land** – The land at Bridge St War memorial was in trust to the Hungerford War Memorial Charity which has since ceased to exist. HTC has a statutory duty to maintain the land and has been doing so for many years. One option is to apply to the Land registry for a possessory title. **Action:** Cllr Small will research what is involved in this process.

7. **Skate Park:**

- **Update on procedures available to dispose of needles** – The contractors maintaining the Skate Park have not found any needles in the last two years and then the police disposed of them. No further action is needed on this agenda item.

- **Consider quotes for repainting of skating surfaces to improve the grip** – A report was circulated (see attached) providing 3 quotations. *Cllr Simpson proposed proceeding with quote one with Skatex at a cost of £1278.66 plus vat, seconded by Cllr Brookman, all in favour.*

Action: Instruct Contractor.

- **Consider quote for SPA day** – A report was circulated (see attached) detailing the cost and service for a Skate Park Awareness day. Questions were asked; who markets this, what's the target audience, is sponsorship possible, what insurance cover do they provide and what is the feedback from other towns that have used King Ramps. **Action:** Office to obtain further details.

- **Consider locking of Skate Park** – It was discussed whether this is necessary particularly as we have CCTV present. We have a duty as a landlord to act on any problems that impact on our tenant of the neighbouring property. **Action:** Clerk to check with letting agent to see if the tenant has any complaints.

8. **Playgrounds – Update on installation of new spinner** – The contractor has withdrawn their quotation. **Action:** Clerk to obtain quote for supply only and ask maintenance man if he can fit.

9. **Croft Field Centre: -**

- **Update on current building work to Garden Room** - This work is on-going.

- **Update on fire risk assessments** - Ellis Whittam our H&S consultants will be carrying out a fire risk assessment in April to the Croft Field Centre and also to the Triangle Field and Library if required.

- **Update on roof repairs** – Contractors have been instructed and work is due to start in 2 weeks.

- **Consider quotes to install a drop-post bollard** – Three quotations were circulated (see attached). *Cllr Small proposed purchase of one KYP1 model drop down bollard at an installed cost of £230 plus VAT from Security Bollards Direct. This is subject to a 2ft high wall being extended across the entrance of the field with a gap left in the centre for vehicular access and placement of the bollard, seconded by Cllr Simpson, all in favour.* **Action:** Clerk to speak to Sanchez to request an extension of the wall, which is not on the current drawings. The wall should have a flat slab on top so that it can be used also as a seat.

- **Consider quotations for replacing gate from field to canal tow path (refer to report circulated)** – One quotation has been obtained so far. *Cllr Simpson proposed up to £687.50 is spent on replacing the gate. Hardwood is to be used and a comparative quote obtained (try Barlows). Ask maintenance man to hang the gate. All agreed.* **Action:** Office to arrange

- **Consider the housing of a free ping-pong table for the use in the Centre** – Existing users would welcome this. **Action:** Accept offer of table and arrange for it to be delivered.

- **Consider future improvement plans for the centre** – Defer. **Action:** Add to next agenda.

10. **St Lawrence Churchyard:**

- **Update on ironwork and stonemasonry requirements** – **Action:** Continue to try and find a contractor to carry out repairs or make safe.

- **Consider quotes for 3 new signs** – **Action:** Office to liaise with the Church to agree a design.

-Consider request from Hungerford rotary to allow a Cherry Tree to be planted in the Churchyard in May during a visit from the twinned Rotary club in Belgium – Rotary are still undecided on this and the Church would also need to approve it.

Cllr Simpson was thanked for speaking with RBL and confirming with them that the WW2 soldiers are all named on Bridge St War memorial.

Meeting closed at 9.15pm