

# HUNGERFORD TOWN COUNCIL

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**DRAFT MINUTES** of the **Recreation, Amenities and War Memorials Committee** held on Tuesday 19<sup>th</sup> June 2018 at 7.15 pm in The Library, Hungerford

**Present:** Cllrs Simpson, Brookman, Cusack and Farrell

1. **Apologies for absence** – Noted from Cllrs Winsler, Benneyworth & Whiting.
2. **Declarations of interest** – Cllr Brookman for item 7 & 8
3. **Agreement of minutes of meeting held on 22<sup>nd</sup> May 2018 and update on actions:** *Cllr Simpson proposed the minutes as a true record, seconded by Cllr Cusack, 2 abstentions, rest in favour.*  
- *Updated To Do List:* This was reviewed by the committee. Triangle Field issues will be passed onto Cllr Winsler

**Action:** Office to email Cllr Winsler to ask for information on the out-standing items

An email had been received from Town clerk stating that the match funding for the garden room will be received once the project is completed.

Town Clerk has received a letter of permission from WBC on future alterations to the Croft Field Centre. Cllr Farrell asked for building regs to be pursued. [*Note from office, this will go on next R&A agenda to determine the type of alteration the committee wish to carry out.*]

**Action:** Place on the next agenda of R&A.

Recording of fire associated checks to be established for use in the Croft Field Centre.

**Action:** Office to establish paperwork and schedule.

It was noted that warning sign for the heaters in the Croft Field Centre to be installed and/or grids over the heaters, and that the carpet tiles should be stuck down.

**Action:** Office to arrange.

The list of maintenance continues to expand and concern was expressed that one person was insufficient for the role.

**Action:** Agenda item for the full council that the work levels of the maintenance man are investigated and consideration should be given to employing a second person.

*-Recent walk round inspections of:*

Bulpit Lane Playground - items of note were the concrete posts which were becoming misaligned, and Cllr Brookman suggested that this is monitor by the council. The side gate would benefit a re-paint as paint has worn away. There were a number of broken bins in the areas which should be replaced.

Skate Park –items of note were the concrete posts which were becoming misaligned, and Cllr Brookman suggested that this is monitor by the council. There is a mud patch at the entrance as a slab is missing. Cllrs suggested that some of the spare slabs at the Croft Field could be used to repair this. The signage was dirty and would benefit a clean and some signs could not be seen clearly due to growth of vegetation.

Bulpit Lane War Memorial - the metal railings at the entrance were showing signs of deterioration.

Bridge Street War Memorial – the railings at the front require repainting in black and gold prior to the celebration of the 100<sup>th</sup> Anniversary of WW1. Paving is to be washed by firemen.

*-Update on hanging wire in end toilet at Croft Field - repaired*

4. **Triangle Field** – these items were not discussed as Cllr Winser was unable to attend. Items to be placed on the agenda for the next meeting
- Report from TFMC meeting
  - Update on car boot sale
  - Update on how the TFMC intend to maintain the work carried out by the Community Payback Team
  - Update on removal of unwanted items from Store Room

**Action: Place on the agenda for the next R&A meeting.**

5. **Pitch Boundary Fences**

Office informed the committee that Rob Cox would attend the next meeting to discuss this topic. A general discussion took place on the agenda item for those present to hear each other's views. These varied from happy to have semi-permanent barriers that are removed for maintenance and issues surrounding ANOB and conservation. The committee wish to clarify if the boardings were for advertising or safety.

**Action: Place on the agenda for the next R&A meeting.**

6. **Skatepark**

-Proposal: Committee to decide on the date of 1<sup>st</sup> or 2<sup>nd</sup> September to hold a Skate Park Awareness Day. Cllr Simpson proposed that the event take place on Sunday 2<sup>nd</sup> September, which was seconded by Cllr Farrell, with all in favour.

**Action:** Office is to arrange for the booking of the event

-Consideration of the received paint quote to re-paint the railings – Cllr Brookman proposed to accept the quote for the supreme refurbishment of £2669. This was seconded by Cllr Simpson. The cost is to be taken from the Skate park reserves.

**Action:** Office to check to see if the quote includes the repainting of the hut, and seek and itemised schedule.

7. **War Memorials**

- Update on registering land at Bridge Street – *this remains on-going*
- Comparison of quotes for the War Memorial Avenue tree work (*see item below*)

8. **St Saviour's Cemetery** – consideration of costs of tree work and schedule of work

A report was received from the Clerk detailing the options for tree work at St Saviour's Cemetery. The clerk had suggested a programme of tree works for the next five years which would incorporate trees at St Lawrence's church, Bridge St War Memorial, War Memorial Avenue, play parks and Croft Field. This was discussed. Cllr Farrell asked if the trees could be numbered in some way. The office would investigate this idea in relation to the cemetery package. The committee recognised that this was a large project and they recommended that they were all in favour of a 5 year programme.

**Action:** Place the proposal on the full council agenda.

**Action:** Office to seek advice from tree surgeon on which trees need urgent attention and determine costs for approval at the next meeting.

**Action:** Office to determine if trees can be logged on the cemetery package

9. **St Lawrence's Grave**

- *Consideration of quote to repair grave 1*- quote is being sought from BKI on the preferred option
- *Consideration of Cllr Cusack research on responsibility of HTC maintaining church yards* – Cllr Cusack informed the committee that he was waiting for a date to meet the Archean of Berkshire, to follow up on a parliamentary report from the Environment, Transport and Regional Affairs Committee meeting held in 2001.

Cllr Simpson sought to clarify if the meeting was personal or as a HTC councillor. Some discussion followed. Cllr Simpson asked Cllr Cusack to attend the meeting in a person capacity to bring back to the committee what he found in a report.

**Action:** Cllr Cusack to feedback to the committee following his meeting.

10. **Croft Field**

-*Seating space – consider sponsorship*

Cllr Farrell had spoken to the bonded flooring suppliers and had been informed that it was better to install the flooring and then the seating. Benches could be sponsored either by companies or people

who wish to use them as a memorial to family members. It was felt the benches should be on uniform design.

**Action:** Office to see the type of benches available for use so the committee can decide a design.

*-Further consider of the proposal to provide free use of the Croft field for picnic sessions over the summer.* This was discussed again, and it was suggested that the building would not have to be opened for the toilets as there are no toilets at the playgrounds or skate park. The committee agreed that the concept was good as it allowed a social meeting place for families. Cllr Farrell suggested that the Croft Field was opened once a week to allow parents and children to play on the field in a safe and secure environment. It must be stated that no dogs are allowed and there are no toilets. Office are to confirm that they are happy with this approach. Dates that the field are free must be confirmed to allow posters to be designed.

**Action: Office to confirm agreed to the idea**

#### **11. Sports England – lead by Cllr Cusack**

Cllr Cusack submitted a report to the committee about Sports England. He would like to approach Sports England to visit to Hungerford for a meeting with himself, the chair and deputy chair of the committee. Sports England has a number of policies and will provide funds to help local authorities to maintain sports facilities and Cllr Cusack suggested that this could cover the local leisure centre. Some discussion followed about sports facilities that we have. Cllr Simpson stated that Cllr Knight was the contact for the Leisure Centre. Cllr Cusack wished to provide facilities that we do not have currently such as cycle ways and the means for allowing community cohesion and inclusiveness.

Cllr Cusack felt that inviting Sports England to Hungerford for a pre-meet would benefit any grant applications that we may make. Cllr Simpson felt it was more of a local authority policy, but wished to investigate the web site herself.

Cllr Simpson suggested that Cllr Cusack invites Sports England to a full council meeting to give a 10 minute presentation on what they could provide for us. The office could invite representatives of Hungerford Sports club to attend.

The committee felt that the council need to consider what is needed and it could be discussed again.

**Action:** Office to email out link for Sports England to allow committee to investigate.

**Meeting closed at 8.40pm**