

HUNGERFORD TOWN COUNCIL

The Mayor
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MINUTES of the **Annual Full Council Meeting** held on Tuesday 3rd May 2016 at 7.00pm in the Corn Exchange Complex, Hungerford.

Present: Cllrs Crane, Brookman, Benneyworth, Bumbieris, Small, Whiting, Winsor, Knight, Chicken and (Colloff from 8pm)

Also present: Geoff Adams (Adviser), John Garvey (Newbury Weekly News), District Cllr Paul Hewer, Helen Simpson, Rebecca Sheinman (Carpuccino), Peter and Shirley Harries

Police – Not present. The incident at The Tavern was not included in the emailed police report. Why? Cllrs wished to register their disappointment that the Police were not present.

- 1. Election of Mayor** – Cllr Winsor proposed Cllr Crane stands again as Mayor for one more year, seconded by Cllr Whiting, all in favour. Cllr Crane thanked Cllr Brookman for his work as Deputy Mayor over the past year.
- 2. Election of Deputy** – Cllr Crane proposed Cllr Knight as Deputy Mayor, seconded by Cllr Winsor, all in favour.
- 3. Election of Chair of F&GP** – Cllr Crane proposed Cllr Bumbieris stands again as F&GP chair, seconded by Cllr Knight, all in favour.
- 4. Apologies for absence.** Cllrs Wilson, Wood, Hudson, Farrell (and Colloff for arriving late at 8pm), District Cllr James Podger and Police.
- 5. Declarations of interest.** Cllr Knight – Friends of Hungerford Library
- 6. Approval of Minutes of the meeting of the Full Council of 6th April 2016 out outcome of actions.** Cllr Brookman proposed minutes as a true record, seconded by Cllr Benneyworth, all in favour. **Outcome of Actions:** Meeting with Nursery is o/s Meeting with P Setter is arranged for a week today. List of Hungerford companies has been provided to DAH at JOG. Working party is in the process of being set up for St Savours. Faculty is needed for lockable bollard in churchyard.
- 7. Mayor's report including update on REME parade** – Mayor attended Hungerford Football Match. Cllr Benneyworth proposed congratulations to Bobby W and his team for promotion to the National League South. The Beacon Lighting went well and now looking forward to Queens 90th event on 18th June. REME parade is happening on 25th June. A rolling road block will be arranged. S Hofgartner will attend in the absence of the Mayor. A VIP has been asked to take the salute.
- 8. District Councillor's Reports.** DC P Hewer (PH) congratulated the Cllr Crane on his Mayor-ship. PH spoke with Rowlands today. Their planning application has been recommended for refusal as it is against policy as it sits within an employment site. PH will take this to committee as he is in support. WBC will be reviewing employment sites this Sept/Oct and will consult HTC. It is a long process. 30 to 50 hectares of employment sites will have to be found for the next 10 years. It is easier to change from office use to residential than from manufacturing. PW wants to avoid building factories on greenfield sites. HTC had no objections to the application.
Cllr Small advised WBC have a legal requirement to pay the o/s £8500 as detailed in the Croft lease. PH confirmed he and JP agree this was an additional sum agreed to be paid and it is not forgotten. WBC have now been invoiced for the amount.
Cllr Chicken advised Y&C wish to isolate the electrics/central heating form the school and asked if the cost would be the landlord's responsibility? Initial quotes have suggested the cost to this is around £11.5K

for a new boiler and system. How will the responsibility shift if the school becomes an academy? **Action:** Check lease. Y&C pay a high amount for rent of the centre to the school. Y&C, Clerk and Cllr Chicken will meet with JOG School next week about this.

9. **Consider Co-option** – An application to join the council has been received in writing from Helen Simpson. She is a full time mum and her kids attended JOG School. She has lived in Hungerford for 26 years and is involved with the Friends of Hungerford Library. Cllr Crane proposed Helen Simpson is co-opted onto the council, seconded by Cllr Chicken, all in favour.
10. **Petition request from Carpuccino** – Rebecca has been running a coffee shop since Nov 2013 at the rail station. She operates on Network Rail land and opens from 5.30am to 11am. From Dec 2015 WBC has decided that a street licence is necessary at charge of £1200 annually and wants payment upfront by cash or cheque for 6 or 12 months. This is a discretionary fee but WBC are charging the full amount. Rebecca objects to the payment choices and argues she is not costing WBC anything in parking or rubbish collection. All WBC do is provide a 10 min inspection twice a year. She has met with Richard Benyon and PH and they have suggested she gets a petition signed against the payment method and this is taken to WBC Full Council. Cllr Crane proposed HTC support PHs actions and sign the petition and help where possible, seconded by Cllr Whiting, all in favour.
11. Committee reports (no more than 3 minutes per report)
 - R&A – Cllr Small** – The lease extension for HAH is to be agreed. Solicitor fees are a bit steep. Triangle Field Management Committee (TFMC) presented their accounts and their floodlights planning application has now been submitted. An easement is probably required by HTC in order to put in electric. A few H&S items are o/s. TFMC can't market the Triangle Field as it is not in their remit.
 - E&P – Cllr Winser** – The committee had no objections to the 99 High St Application which was passed.
 - T&E – Cllr Crane** – Cllr Brookman attended the meeting for the A4 Tourist Route which went well. The Mayor is continuing meetings with the employers.
 - F&GP – Cllr Bumbieris** - £15K of grants were allocated for local groups and these will be match funded through the Find Me A Grant system. Money has been reallocated to pay for the Hungerford Primary school medals.
 - H&T – Cllr Rob Brookman** – Parking restrictions in Priory Road and Parsonage Road have been suggested and these are out for consultation along with the changes to the taxi rank so it can be used for loading for a few hours in the morning. CCTV is connected and training will be carried out on how to operate it. A licence from WBC to use the poles has been received.
12. **Finance – Cllr Bumbieris**
 - a) **Propose authorisation of cheque run payments (circulated)** – Cllr Bumbieris proposed the cheque run of £33,977.69 plus VAT, seconded by Cllr Crane, all in favour. **Action:** Check wording to see if T&M will pay legal bill received.
 - b) **Propose Annual Accounts and Annual Return** – Annual accounts are £12k to the good. Cllr Bumbieris proposed the Annual accounts, seconded by Cllr Crane, all in favour.
 - c) **Allocation of Parish Plan grant to CCTV expenditure** – Cllr Bumbieris proposed allocating the £2K parish plan grant money towards the CCTV capital costs, seconded by Cllr Crane, all in favour.
 - d) **Consider additional grants – TFMC** – HTC gave the Triangle Field Management committee £3k last year. **Action:** Take this to the R&A committee for a decision. **Scouts** – Cllr Bumbieris proposed £225 is given to the scouts, which will be match-funded, seconded by Cllr Crane, all in favour.
13. **Any further information on Library closure and budget cuts. Next steps** – Helen Simpson sent a press release to update all. Transitional funding is only for this year and will mainly go on the Needs Assessment. It is difficult to work out a business plan on limited info. A letter from R Benyon says the transitional funding has been secured for 2 years. WBC is saying something different. FOHL (Friends of Hungerford Library) do share info with other libraries. A meeting required with H Cole of WBC has not been forthcoming. Instead a workshop with all libraries has been offered by WBC. **Action:** Chase H Cole for a date of this workshop. WBC is in the process of evaluating tenders for the Needs Assessment. FOHL need to know the cost of the assessment. FOHL have looked at what other towns are doing. HTC have received an invitation from Nock Carter to meet on the topic of devolution. Cllr Crane has replied accepting the invitation but has not heard back.
14. **St Saviour's Cemetery – Propose amendments to regulations as recommended by R&A** – Cllr Crane proposed: - acceptance of the amended regulations, forming of a Friends of St Saviours to which members of the public will be invited to join, and a resolution will be made on how to enforce issues after taking

advice from BALC, seconded by Cllr Whiting, all in favour. It was noted that a tick box list needs to be in place in future so it is clearer for all grave owners what the rules of the cemetery are.

15. **Health & Safety issues – Including installation of flags – Action:** Cllr Whiting will order 10 Hi-vis jackets at approx. £5 each which will have Hungerford Town Council written on them, along with the logo. Cllr Whiting offered a free 2 hour training session for ‘working at height’ for employees and volunteers of HTC, which was gratefully accepted. Risk assessment and other checks will need doing monthly which should negate the need for 2 people to be present when using a ladder. **Action:** Cllr Whiting to drop by office to arrange.
16. **Any other Reports (3 minutes each) not to include any proposals- all councillors –** Cllrs Crane, Chicken and Knight may attend the Chamber of Commerce meeting.