

# HUNGERFORD TOWN COUNCIL

The Mayor  
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**MINUTES** of the **Full Council Meeting** held on Monday 5th September 2016 at 7.00pm in the Corn Exchange Complex, Hungerford.

**Present:** Cllrs Crane, Knight, Brookman, Farrell, Benneyworth, Bumbieris, Wilson, Simpson, Whiting, Chicken, Small, Colloff and Winser (arrived late)

Also present: PC Kelsey Johnstone (KJ), John Garvey (Newbury Weekly News), District Cllrs Paul Hewer (PH) and James Podger (JP), Geoff Adams (The Adviser), Geoff Greenland and Ted Angell (HAHA)

**Police Report** – (July) 1 shop lift, 1 theft (Lower Denford), 1 shop theft, 1 theft of handbag, 4 other thefts and 1 criminal damage; (August) 1 theft mobile phone, 3 burglaries, 3 shop lifts, criminal damage to vehicles x 3, 1 burglary to dwelling, 2 dog incidents

The Police have been patrolling the toilets and Skate Park. They are asking the kids to pick up litter and are not having any problems. They have had complaints about vehicles parking on Atherton Crescent. CCTV is proving useful. (Cllrs Benneyworth and Small entered). There have been reports about vehicles racing down the High St starting from Priory Road. KJ will speak to the Sergeant about doing a late night operation.

- 1. Apologies for absence.** Cllrs Wood and Hudson
- 2. Declarations of interest.** Cllrs Knight and Simpson– Friends of Hungerford Library, Cllr Farrell – Croft Field, Cllrs Crane and Knight - Allotments
- 3. Approval of Minutes of the meeting of the Extraordinary Full Council of 8<sup>th</sup> August 2016 and outcome of actions:** - Cllr Crane proposed the minutes as a true record, subject to one amendment to remove Cllr Bumbieris from item 4 as he was not present, seconded by Cllr Benneyworth, all in favour.
- 4. HAHA – Report on Alternative Allotment Sites by Geoff Greenland – (item taken later at 7.30pm)**  
Ted Angell advised the Alternative Allotments Sites document was originally created in 2014. Work has continued on this and updates made particularly on ownership and planning. HAHA wants HTC input on this. A number of locations around town have been discounted and four other sites including Marsh Lane have been assessed, namely Land East of Salisbury Road, Part of the Triangle Field, the Recreation ground behind the skate park and Eddington. Only HTC (not HAHA) has the authority to review this with the developers. Salisbury road site has question marks over the land quality and relies on assumptions. Marsh Lane is best option but future is uncertain. Nothing is known about Prosperous Farm. Cllr Small suggested HTC should be contacting developers following the email from WBC. HAHA were in agreement.
- 5. Mayor's report has been circulated** - 26 Charnham St was approved by HTC for a number of dwellings. Housing is required in Hungerford particularly for 1 or 2 bed flats. A complaint has been received from a neighbour.
- 6. District Councillor's Report has been circulated** - WBC is minded to refuse 26 Charnham St due to the number of properties and the standard of the access road. (Cllr Winser entered). JP is happy to meet with the developer. PH would not wish to call the decision to committee. This is not something that should be done on a regular basis. JP advised he and PH are now meeting in the HTC office prior to the Full Council meeting and the outcome will be written into a report which they will circulate. This is working well. JP requested the meeting date be changed to the third Thursday of the month at 11am in future which will allow more preparation time. This was agreed by the Mayor.

From 1<sup>st</sup> October John O Gaunt will become an academy. Congratulations were expressed to the new Headmaster on the recent good exam results. **Action:** Invite Mr Henderson to the next Full Council meeting.

**7. Committee reports (no more than 3 minutes per report)**

**R&A – Cllr Small** – The Theatre Company has applied to WBC for amended plan consent. HTC support this. Conditions of the showers are a concern. The Triangle Field Management Committee AGM is happening next Thursday. Please come along. Skate Park repairs are required. Expenditure is needed on the Swimming Pool House. A new sink has been put in the Croft Field north room. Steam cleaning at the Triangle Field was not up to scratch. This needs following up.

**E&P – Cllr Farrell** – A site visit to 26 Charnham St was made and comments were included on the application response. A site visit will be made to 145 Priory Rd on Friday at 1.30pm where a new build is proposed. An application for Travis Perkins in Newbury to change offices to residential (in an employment zone) was unanimously approved by Western Area Planning and has been deferred by WB Full Council.

**T&E – Cllr Crane** – The wording has been agreed for a welcome sign and a design is awaited from AONB. News on progress of the Tourist Route should be available in the autumn. Plans for an exposition for companies at JOG School along with Chamber of Commerce are progressing and aim to be arranged for half term.

**H&T – Cllr Rob Brookman** – Work on the new Bridge St Pedestrian crossing commences on 19<sup>th</sup> September. Footpath works outside JOG School are almost complete. High St Crossing problems are to be followed up with WBC. The Xmas Lights tender has been updated and will go out to a number of contractors and be advertised. From the Xmas Lights meeting the consensus was the town doesn't want the Xmas Lights display reduced. The switch on is scheduled for Sunday 27<sup>th</sup> Nov at 6pm. Charnham Park speed limit is to be reviewed and a 30mph limit has been requested.

**F&GP – Cllr Bumbieris** – Cllr Benneyworth was elected as deputy chair. A one year lease extension to Marsh Lane allotments was signed up to April 2017. A grant of £250 was made to Cancer Patient Group. The BACS limit was reviewed and has been increased from £15k a month to £20K. £85k has been reinvested in Close Brothers at 0.9% for 12 months. Safeguarding public money document was discussed. Fire Service consultation document was responded to. The Financial regulations were reviewed based on the NALC model.(\*). The tender limit has been changed from £10K to £25K and financial regs will be reviewed annually.

**8. Finance – Cllr Bumbieris**

**a) Propose authorisation of cheque run payments (circulated) for the last month** – Cllr Bumbieris proposed the cheque run of £16,037.40 including VAT, seconded by Cllr Crane all in favour.

**b) Propose Year to date accounts – refer to circulated Income/Expenditure Report** – There are some phasing issues with salaries and S106 income is shown. Cllr Bumbieris proposed the accounts, seconded by Cllr Crane, all in favour.

**c) To note Annual Audit Return, now signed off by Mazars with no issues raised** – NOTED. The Mayor proposed thanks to Cllr Bumbieris for his explanation of the accounts and to the RFO for his work to obtain a clean audit and his work on VAT,

**d) Propose adoption of updated Financial Regulations as recommended by F&GP** – Cllr Crane proposed the financial regulations, with the 2 main amendments mentioned above, (\*), seconded by Cllr Benneyworth, all in favour.

**9. Croft Field – Consider drawings received by Orange Key as draft plans for new garden room** – The

building is now in good condition and HTC are considering adding a garden room. A TESCO grant prompted the opportunity of a new project and HTC were in favour of this idea. Orange Key has provided drawings and planning would be needed before a grant application can be made. The design is such of a brick gazebo with a timber roof. Concern over security of an open structure was raised. Cllr Crane proposed support in progression of the application, seconded by Cllr Chicken, all in favour.

**10. Update from Friends of Hungerford Library – A Needs Assessment from Red Quadrant is due to be reviewed by West Berkshire Council and we await the results** – Red Quadrant should have completed the needs assessment. Cllr Simpson has heard that it has been received by WBC but it hasn't been

released yet. Hilary Cole is no longer the portfolio holder but announced previously to the press that the full unedited version would be available. **Action:** Add to R&A agenda for update.

11. **Consider if Town Council wish to respond to the Alternative Provision Consultation which ends 17<sup>th</sup> October. Response is by on-line questionnaire – Action: Refer to school and District Councillors for opinions.**
12. **To receive Nominations for the Queen’s Award for Voluntary service. Nominations to be entered by 16<sup>th</sup> September, criteria circulated – Action: Nominations to the Clerk please**
13. **Health & Safety issues – Report by Clerk circulated –** Items will be progressed at R&A
14. **Tragedy Gardens – Consider re-siting of plaque –** Cllr Crane proposed moving the plaque to the war memorial pillar, all agreed. Involve J Williams and R Tarry in small ceremony. It was agreed there should continue to be some reference to the tragedy in the garden itself.
15. **Future management of Hungerford Car parks and parking income –** Consideration is being given to adding a surcharge to help with cost of new assets such as the Library. Other councils use a card to give locals preferential rates (such as a WB card). N Carter at WBC is interested in the concept. Free car parking could be investigated but income needs to be equivalent with extra to help the town. N Carter will be meeting with HTC this month.
16. **Any other Reports (3 minutes each) not to include any proposals –** Cllr Colloff attended a SID course but is not going to use the equipment as it is too heavy, needs collecting, moving every hour and reports are required back to WBC.  
Pigeon mess is problem in High St. Netting under the bridge needs attention by Network Rail. Private property owners are responsible for their own land and WBC for the highways. **Action:** Speak to District Councillors at next meeting.

## **PART 2**

Confidential

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admissions to Meetings) Act 1960.

17. **To receive a report and recommendations from Staff Meeting regarding return to work of maintenance man**  
Return to work role was discussed but will be subject to a medical report. **Action:** Meeting to be arranged on receipt of occupation physician’s report.

**Meeting closed at 8.50pm.**