

HUNGERFORD TOWN COUNCIL

The Mayor
Cllr Keith Knight
3 Wessex Close
Hungerford
Berkshire
RG17 0NT
Tel: 01488 644671
cllrkknight@gmail.com



The Town Clerk
Mrs Claire Barnes
The Library
Church Street
Hungerford
Berkshire RG17 0JG
Tel: 01488 686195
townclerk@hungerford-tc.gov.uk
www.hungerford-tc.gov.uk

MINUTES of the **Full Council Meeting** held on Monday 6th November 2017 at 7.00pm in the Corn Exchange Complex, Hungerford.

Present: Cllrs Crane, Finlay, Farrell, Bumbieris, Benneyworth, Winser, Chicken and Small (entered later)

Also: Brian Quinn (Penny Post), Brian Williams (The Adviser), PC Paul Cole, PCSO Colin Reeves, Angela Money (Neighbourhood Watch) and several members of the public

In the absence of the Chair and Deputy, Cllr Finlay proposed the meeting to be chaired by Cllr Crane, seconded by Cllr Winser, all in favour.

Police Report: - Crime in Hungerford has been fairly quiet. There is a concern at Lambourn and a spate in Kintbury and Inkpen. Christmas offers are crime targets for shoplifters and thieves cycle to Hungerford to commit crime. 4 PCs cover this area from Compton to Aldermaston and 1 or 2 PCs plus 2 PCSOs are deployed to this area every day so Hungerford has a lot more coverage than it has done in recent past. The Police station is not open to the public, but neither was the last station. They have requested a door bell and post box. (Cllr Small entered).

Next Wednesday the public can meet the local Police team at the Rugby Club from 7pm to 8.30pm for a 'Community Conversation'.

Cllr Crane asked if a phone will be put in place outside the tri-service station. He was advised the building belongs to the Fire Station and Police are waiting to hear on this. Cllr Crane will write to our MP to expedite. The Police can't guarantee attendance to a shoplifting incident. If they have CCTV and can deal with it in slow time this might be more efficient. They are focussing on checking problem locations of which the Skate Park is one and working on dog control issues with Town & Manor. Buildings are being secured by the loan of alarm equipment.

Neighbourhood Watch Report: - Angela Money is the volunteer for West Berks and she is setting up more schemes through promotion. There are 10,000 Neighbourhood watch schemes with 700 in West Berks and 20 schemes in Hungerford. She has recruited her first junior member. All schemes are active and Kintbury, Welford and Lambourn are covered. There are no schemes in Hungerford Newtown yet. If you are interested in volunteering, you will need to fill in a form and go through a small vetting service. Angela requires a complete set of the road names in order that she may aim to set up a scheme in every road. The Mayor previously suggested contact is made with all the schemes to improve communication and report problems to each other. On Monday 20th Nov 7.30pm at West Berkshire Council offices there will be a talk 'Newbury Then & Now' and Inspector Chris Ward will be giving a police update. This is open to all. Angela advised the Police will deliver to each member, Neighbourhood Watch signs for lamp posts, stickers and guides including discounts for insurance etc. Any publicity to set up schemes is appreciated.

1. **Apologies:** Accepted from Cllrs Knight, Simpson, Brookman, Hudson and noted from Cllr Whiting, District Councillor James Podger also sent his apologies.
2. **Declaration of Interests:** None

3. **Approval of Minutes of the meeting of the Full Council meeting of 2nd October 2017 and outcome of actions** *Cllr Finlay proposed the minutes as a true record, with the inclusion of Cllr Benneyworth's apologies, seconded by Cllr Crane, 2 abstentions and rest in favour.*
4. **Mayor's report** – Mayor not present. Report attached.
5. **District Councillor's Reports** – District Councillors not present.
6. **New Councillor Co-option process** – HTC is waiting to hear from WBC that it is able to fill its second vacancy by co-option as well as its first. The vacancies will then be advertised. It was agreed these should then be filled by the co-option process.
7. **Committee reports (no more than 3 minutes per report)**

R&A – Cllr Farrell – Hungerford Allotment Holders Association are working on improving rainwater retention and are obtaining permission from the land owners, Sovereign. Jed Ramsay is talking to the Town & Manor trustees to clarify how the ownership and maintenance of Bridge St War memorial should be documented. **Action:** Clerk to chase outcome. Cllr Farrell hopes that T&M will contribute to any major expense. The Town Band has requested improvements to the room they hire, including double doors to the store room, acoustic tiles to ceiling and additional curtains. Cllr Whiting has offered to provide H&S fire signage for free. The TFMC discussions continue.

F&GP – Cllr Bumbieris – No meeting

E&P – Cllr Farrell – Report circulated and attached.

H&T – Cllr Rob Brookman – Report circulated and attached.

T&E – Cllr Crane – Good feedback has been received from the Trade Show Case that took place at JOG School. The intention is to build on this event through the Chamber of Commerce, who are going through a transition period at present, and look at repeating it next year. More info on the public attendance at the event would be useful.
8. **Finance – Cllr Bumbieris**
 - a) **Propose authorisation of cheque run payments (circulated) for last month** - *Cllr Bumbieris proposed authorisation of cheque run of £24,386.58 plus vat, seconded by Cllr Crane, all in favour.*
 - b) **Propose Year to date accounts – refer to circulated Income/Expenditure Report.** The main variances include Local Development expenditure under the F&GP budget and due to timing, the bus subsidy is unpaid within the H&T budget. T&E has underspent and R&A is within budget. *Cllr Bumbieris proposed acceptance of the year to date accounts, seconded by Cllr Benneyworth, all in favour.*
 - c) **Swimming Pool House – Propose monthly rental price to advertise property. Tenants' notice has been received and tenancy period will end on 28th Nov. Letting Agents recommendation is £925 pcm**
Action: It was agreed the Clerk should obtain advise from the Letting Agents on what improvements could be made to the building to improve the rental income. It was agreed to start advertising at £925.
 - d) **Advertising for Christmas Light Switch On – Agree expenditure.** Up to £300 is to be spent advertising the event including use of Newbury Weekly, Penny Post, The Adviser, social media and posters.
 - e) **Safety barriers for Christmas Light Switch On – Agree expenditure** - *All agreed to instruct Fencehire (Southern) Ltd to provide the safety barriers at a cost of £450 plus vat.*
9. **Consideration of petition and letter to Secretary of State regarding Salisbury Road** – A letter to the Secretary of State has been drafted by Bob Hammond. He wishes it to be sent under a Hungerford Town Council letterhead. He added 'what WBC is proposing drives a coach and horse through government policy'. Some discussion took place over the length of the letter and whether ministerial officers would make time to read 2 pages. Previously the secretary of state would not call the planning application in. A member of public J Giggins suggested this should still be pursued.

Cllr Farrell proposed the letter is sent without change, but under the name of HTC, copied to the AONB, CPRE and local MP, seconded by Cllr Chicken, all in favour.

It was discussed whether a petition should be set up using 38 degrees or a similar facility. Cllr Crane advised that this should be led by the Campaign for Protection of Rural England (CPRE) or by the national AONB (Area of Outstanding Natural Beauty) not by Hungerford Town Council.

10. **Announcement of office staff changes** – Alison Blake will be leaving after 5 years on 17th Nov. Sarah Hennessey will be starting in the role of Admin Assistant on 27th Nov. A handover has been arranged.
11. **Library – Report following West Berks Council Exec meeting regarding lease** - WBC has agreed in principle the handover of the lease. Following a meeting with our surveyor his concerns/ requests were relayed to WBC early today. Negotiations continue, and a full survey is yet to be carried out.
12. **Update on Christmas Lights Installation Project and Switch on** – Entertainment will commence at 4pm on Sunday 3rd Dec with the Switch on by Robert Harris at 5pm. Several acts have been lined up.
13. **Neighbourhood Plan – Update on meeting with Pat Wingfield of Stratfield Mortimer** – Cllrs Knight, Simpson, Farrell and the Clerk met with Pat who shared his experience with developing a NP for Stratfield Mortimer. Although the plan took 4 years to complete it was successful in putting in place policy for development in their village reducing 5 sites down to one and reducing the numbers of housing. Cllr Farrell advised although it is a huge commitment we could choose whatever size area we require and it is important to look at the town boundary. We hope Pat will present at a Public meeting in January to Hungerford residents.
14. **Any other Reports (3 minutes each) not to include any proposals** – Cllr Chicken is investigating Railway adoption and will invite GWR and ACORP to come to an H&T meeting. Cllr Small advised the Chamber of Commerce met last Thursday and he is now temporary chair. Cllr Crane has also joined the committee.

Meeting closed at 8.45pm

Signed as a true record

REPORTS

Highways and Transport Committee Report for October 2017

Railway Station

No news on the grant application from GWR yet but we should hear if we have been successful in November. NR has agreed in principle to our request to enlarge the up-line passenger shelter. Painting of the station has started. The question of painting the footbridge has been escalated to senior management within GWR.

Paul Willis, GWR, has raised the issue of the unkempt appearance of the NR areas at and around the station with the NR Asset Manager for the region.

Street Lights

WBC has confirmed that the streetlight in The Croft and the one in Parsonage Lane have been replaced.

We have sent a purchase order to WBC to replace the street light outside No.1 Bulpit Lane which was badly damaged during building works and had to be removed by WBC as an emergency. The estimated cost of replacement is £1,261.62

I have reported on several occasions in the last few weeks the failure of the Belisha beacons outside The Three Swans and also outside the sorting office.

Post Box in Park Way

Royal Mail have now received a wayleave agreement from David Wilson Homes and the new letter box will be installed outside Port Down in Park Street in about 4 weeks' time.

Pigeons

The pigeon cull started on 18/9/17 for 2 weeks and this resulted in a reduction of 105 pigeons. This reduced the problem by about a half, but the problem areas are still over Dodd's shop and on the roof of 15A High Street.

I have asked WBC Environmental Health to see if they can influence the owners of the two properties

CCTV at the Skateboard Park

The current cost of providing CCTV at the skateboard park is £2,785.00 excluding VAT. Thames Valley Police have agreed a grant of £600 towards the cost of this provision and the use of £200 of earmarked reserved for use on CCTV. There is £2000 in this year's budget for an additional camera. I have confirmed with Claire that there is no need to go to Full Council for authorisation since it is below the £5,000 threshold.

The order has been placed with Smart Systems to install the new camera.

RB

3/11/17

Environment and Planning Report for October 2017

The Railway carriage at Hungerford Park Estate has been retrospectively approved - I have asked the Clerk to write to WBC to give clarification as this was placed without permission and then Planning was applied for to change its use!

As it is in an AONB conservation and retrospective I was rather surprised it was approved. This worries me as it does not give a very good example to apply for permission prior to placement or development and given the recent problems we have encountered in Hungerford I am concerned.

Usual extensions and alterations.

No news yet on what the owner, Oakes, is going to do re. The refusal of Planning at the Station inc. 9 affordable units.

The Salisbury Rd development rolls on and is under discussion later on the Agenda.

The neighbourhood Plan and how we move forward will be put to the town in a meeting in January. Keith, myself, Helen and Claire had a meeting with Stratfield Mortimer over their Neighbourhood plan and how they achieved it. I felt the final outcome positive, but the path was not without its pitfalls. They are happy to help us if the Town decides to opt for Hungerford to take on the task of a Neighbourhood Plan. I would like to thank them for their offer and all the information they have already provided.

Eddington Mill is still struggling to get its drainage system approved.

Carolann.

Hungerford Town Council
Mayor's report
Oct 2017

October

- 2 F & GP C'tee & Full Council
- 3 Welcome Ligueil French Students at JOG
- 3 Carol Service Prep meeting with Mike Saunders
- 5 Reading Crown Court Opening Ceremony
- 9 Attended former Mayor Chris Jennings's Funeral
- 9 Arts for H'Ford Literary Festival opening event
- 13 Hungerford Business fair at JOG
- 14 TFMC Meeting
- 14 Attended 'Odd Couple' performed by H'ford Theatre Group
- 17 R & A C'tee Meeting
- 19 Remembrance Day Planning Meeting
- 19 Meeting with Stratfield Mortimer re Neighbourhood Plan
- 19 Job Interviews for replacement Admin Assistant
- 19 Attended AGM for Community Council for Berks (Shaw House)
- 20 Official Opening of new Hungerford WH Smith Store
- 23 E & P and H & T C'tee meetings
- 25 Library Trustee Meeting
- 29 Fireworks Night at JOG
- 31 Meeting with Ian Mc Call re Library Building Survey
- 31 Meeting with Dist Councillor (James Podger) plus Deputy Mayor

Keith Knight

Town Mayor, 7 November 2017