

HUNGERFORD TOWN COUNCIL

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MINUTES of the **Recreation, Amenities and War Memorials Committee** held on Tuesday 17th July 2018 at 7.00 pm in The Library, Hungerford

Present: Cllrs Simpson, Brookman, Benneyworth and Winser. Rob Cox from Hungerford Rugby Club was present.

1. **Apologies for absence** – Noted from Cllrs Cusack & Farrell.
2. **Declarations of interest** – Cllr Winser (Triangle Field Management Committee)
3. **Agreement of minutes of meeting held on 19th June 2018 and update on actions:** *Cllr Brookman proposed the minutes as a true record, seconded by Cllr Simpson, 2 abstentions, rest in favour.*
- *Updated To Do List:* This was reviewed by the committee. Benches made out of recycled materials were discussed to reduce maintenance of benches and it was suggested that this was raised with H2036.

Update on maintenance at Croft Field Centre – some jobs remain out-standing. Office and Roger Ballard will work together to resolve this. Deputy Clerk presented recording of fire associated checks to be established for use in the Croft Field Centre. Discussions will take place with Roger Ballard before they are introduced.

-Recent walk round inspections of:

Smitham Bridge Playground – the walk round details were circulated, and it was noted that the area was in good condition. The fencing was in good condition. Some areas of issues were noted including pigeon excrement on the swings, large compacted soil from old mole hills. Cllr Benneyworth suggested a pre-holiday check round.

Action: Office to arrange post-holiday walk round at the start of September.

Bins at Bulpit Lane playground – Cllr Simpson proposed that the council purchases two Anti Vandal square litter bins (112 litre) from Kingfisher direct at a cost of £184.99 each. This was seconded Cllr Brookman agreed to purchase these from the budgets held under H&T Committee.

4. **Triangle Field (lead by Cllr Winser)**

- Report from TFMC meeting – Cllr Knight has resigned from the committee and Cllr Cusack has taken his place. The rubber strip in the main store doorway is due to be replaced by Rob Cox. The fire evacuation plan for the club house is thought to be in place.

Action: Cllr Winser to follow this up.

The electric cable was buried on 3rd July, the kitchen has been PAT tested and the fuel has been removed. (No owner to the fuel was identified). H&S issues had been followed up with emergency light testing taken place. The ceiling heaters are part of the fixed wire testing and will be tested next year. Cllr Winser asked about legionella flushing.

Action: Cllr Winser to meet in office with Deputy Clerk, to update on the fire risk assessment, emergency light testing and legionella checks.

- **Update on car boot sale:** Two car boot sales have taken place. On the first one, there were 24 pitches and lots of buyers attended and a profit of £145 was made. The second one was not as good, but reasonably attended and a profit of £60 -£80 was made. It has been suggested that car boot sales

were planned for May, June and July and these would all be advertised together. A circus enquiry has been made for September.

- **Update on how the TFMC intend to maintain the work carried out by the Community Payback Team** – Cllr Winser reported that no-one was able to meet the group and it was difficult to determine the work that had been carried out. The grass had been cut back from slabs and in another areas. If this was offered again then a committee member would be available to meet the team.

5. Pitch Boundary Fences

Rob Cox presented the proposal for pitch boundary fences. Cllr Benneyworth had spoken to Derek Carnegie who thought that the proposal was sound and was important from the safety aspect. The pitch is in AONB and it was thought to be prudent to go through planning. Mr Cox explained that the club were intending to fence the pitch near the club house and it was hoped to receive funding from grants to help. Cllr Simpson asked about the number of spectators at the games and Mr Cox replied at senior games it was 75 and at junior games considerably higher. Mr Cox confirmed that they were looking to install fencing as it was best practice. The use of tape was discussed. Cllr Winser added that it would make the area look more professional. Cllr Simpson queried about the amount of land to be fenced in and Mr Cox confirmed that it was within the area that the Rugby club maintain. Cllr Simpson asked for the item to be placed on full council agenda, as permission was being sought from HTC as landlords for the land. However, it was recognised that the application would also have to be considered at the planning stage as well. It was agreed that the item would be placed on the next full council agenda in September, and that Mr Cox would attend this meeting and also that he would prepare the planning application for submission, though he may choose to submit the application before the meeting of full council.

Action: Place item on Full council agenda and invite Rob Cox to the meeting.

Action: Office to circulate information onto all councillors.

Extension to flood lights (update) – Mr Cox has spoken to the planning department and is aware that planning consent will be required, however he can use a special form to submit on the previous application.

Cllr Winser proposed that Rob Cox goes ahead with the planning application for the second phase of floodlights. This was seconded by Cllr Brookman, with all in favour with one abstention (Cllr Winser). Mr Cox was asked to copy in Cllr Winser and members of the TFMC when the application was submitted. Cllr Winser would forward onto HTC for information.

Action: Cllr Winser to contact councillors to inform them when the planning application had been submitted.

6. Skatepark

- Confirmation of what the quote to re-paint the railings included (provided by Office): Deputy Clerk confirmed that the re-painting included the shelter.

- Update on skatepark awareness day: The date has been confirmed for Sunday 2nd September. It was asked if the event team had been DBS checked.

Action: Office to confirm DBS checks

The event would need to be advertised using Newbury Weekly News, Penny Post and the Advertiser.

Action: Office to arrange advertising of the event and liaise with the event team for advertising

7. War Memorials

- Update on registering land at Bridge Street – *this remains on-going*

- Update on Plane Tree at Bridge Street Memorial – discussion was held on this tree following a recent assessment, which recommended that the canopy of the Plane tree was lifted. The tree is protected and requires the permission of the Tree Officer before any work is carried out. In addition, it was recommended that the canopy of the Lime tree in the War Memorial area was raised. Town Clerk is currently seeking permission from the Tree Officer.

8. St Lawrence's Grave

- Update on repair work to grave 1 – A response from BKI has been received indicating that they are unable to carry out the repairs required. A London based company was suggested as an alternative. This was discussed, and it was felt that HTC have a responsibility to make the railings safe.

Action: Cllr Simpson to discuss with the vicar and feed-back to the Committee.

Cllr Brookman suggested that an estimate for the work was gained from the London company to give an idea of cost of the repairs.

Action: Office to request a quote for the repairs.

- Consideration of Cllr Cusack research on responsibility of HTC maintaining church yards – Cllr Cusack is trying to arrange a meeting with the Bishop of Oxford. He has approached another office to review paperwork and to arrange a meeting.

Action: Cllr Cusack to feed-back when he has had the meeting.

9. Trees under the care of Hungerford Town Council

- Update from tree surgeon on which trees need urgent attention and costs – Work on the trees in the War Memorial Avenue is being carried out in August. The work on trees in Bridge Street War Memorial area will be carried out before November. Some of the trees in St Lawrence's have dead wood in them and quotes are being sought for this work. Cllr Benneyworth reported that by the Inkpen Gate an ivy clad branch was falling down.

Action: Office to follow this up.

Cllr Benneyworth queried the budget available to cover the cost of the trees and Cllr Simpson replied that a budget had been set and the Council was looking to allocate more money next year to allow the trees to be maintained. Cllr Winsor asked if the trees could be prioritised and coded red/orange/green. Cllr Simpson added that the trees required a maintenance schedule and should be maintained as an asset.

- Update on the query if trees can be logged on the cemetery computer package – It is possible to log trees on the cemetery computer package. It was suggested that larger trees could be logged

10. Croft Field

- Feed-back from office on the proposal to provide free use of the Croft field for picnic sessions over the summer. An email had been sent to the Committee members detailing the issues around these types of sessions. The committee were not going to pursue this.

11. Sports England – lead by Cllr Cusack

The Office emailed the link for Sports England to the committee. Cllr Cusack was unable to attend, and this agenda item was deferred.

12. Dates for your diary – Committee members were reminded that two civic events were taking place in July and all were welcome to attend

- Hungerford in Bloom Prize Presentation (21st July 2018)
- Celebration of awarding of grants to local charities (28th July 2018)

Meeting closed at 8.25pm