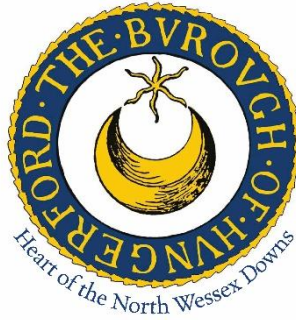


HUNGERFORD TOWN COUNCIL

The Mayor
Cllr Helen Simpson
57 Fairview Road
Hungerford
Berkshire
RG17 0BP
Tel: 07920 110380
Cllr.helen.simpson@hungerford-tc.gov.uk



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 **Highways and Transport Committee** held on Tuesday 28th May 2019 at 7pm in The Library Building, Hungerford.

Present: Cllrs Hudson, Chicken, Simpson, Hawkins, Cusack and Downe
Also, present: Representative from Smarten Up Hungerford.

- 1. Elect Chair** – Cllr Hudson proposed Cllr Chicken as Chair, seconded by Cllr Simpson, all in favour.
- 2. Elect Deputy Chair** – Cllr Chicken proposed Cllr Knight as Deputy Chair, seconded by Cllr Hudson, all in favour.
- 3. Apologies for absence** – Noted from Cllr Brookman.
- 4. Declarations of interest** – None.
- 5. Agreement of minutes of meeting held on 23rd April 2019 and update on actions:** Cllr Hudson proposed the minutes as a true record, seconded by Cllr Chicken, three abstentions, rest in favour.
The Christmas tree lights contractors have been instructed to proceed with the work to waterproof the connectors.
-update on response from WBC and Highways England on concern raised by member of public - Highways England advised they could not help the member of the public as the house was not on the diversion route. The committee noted that HTC is not consulted in advance of road closures, only informed when they are happening. **Action:** Ask if HTC can be made aware of road closures in advance.
-update on green cabinet under railway bridge – It appears this belongs to SSE and is probably in use. The cabinet is in a conservation area and needs smartening up. **Action:** Contact SSE to ask them to maintain the cabinets that belong to them.
-progress with issuing letters to premises in High St about delivery arrangements – A letter has been drafted and will be delivered this week. **Action:** Inform the Chamber of Commerce letters will be delivered.
-update on arranging a site meeting with WBC regarding parking in Atherton Crescent – Cllr Chicken is happy to meet with WBC on Thursday. **Action:** Office to liaise with WBC and Cllr Chicken. Cllr Simpson advised she and Cllr Knight are planning to meet with District Councillors about any issues on a monthly basis.
- 6. Smarten up Hungerford (SUH) – latest progress report from John Willmott (JW)** – JW has met with the CEO and Head of Transport & Countryside at WBC and the following items were discussed: JW has a copy of WBC's resurfacing plan which only includes footway resurfacing in Park Way. The road cleaner has been asked for a copy of his contract with Veolia. The schedule for grass cutting in Hungerford is 8 cuts per year. WBC has previously cut the grass area at Hungerford Wharf, but it has come to light the Canal & River Trust own this area **Action:** Write to CRT and ask for a schedule of dates of when it will be cut. WBC is looking to remove and re-do the white railings by the Borough Arms. A temporary barrier would need to be put in place while the work was being done.

The Kennet Bridge needs cleaning but as it is a Grade 2 structure, it needs specialist attention. WBC does not have the budget for this.

WBC are working with Volker for a solution to the anti-slip strips on the pedestrian bridge over the canal. WBC is happy for SUH to improve the flowers planted on the Charnham Street roundabout.

A representative from the Newbury News entered the meeting at this point.

There will be a press article on the joint efforts of sign cleaning between WBC and SUH and HTC. WBC would not object to Heritage Signs being used but could not fund the extra cost. JW will investigate an application to The Good Exchange to raise funds for SUH. The group will be putting planters at the entrances to the town and have purchased the first four barrels. The landlord of the John O'Gaunt has agreed to do up the sign in Charnham Meadow. SUH volunteers are keen to repaint the railings at Bridge Street War Memorial but due to H&S it may be easier if an HTC employee could do this. The landowner whose trees overhang the River Dun will not cut back the overhanging shrubbery. **Action:** Consider HTC plans to cut back shrubbery at Bridge St War Memorial. Thanks, were expressed to SUH.

7. **Hungerford in Bloom – update from Cllr Hawkins** – Response has been reasonably positive. There will be a reminder about the competition in the Newbury News. Cllr Hawkins would like to get wider sponsorship from local companies and will do a report for Full Council next week. **Action:** Draft a press release for the Newbury News by Monday.
8. **Railway Station update** – Cllrs Chicken and Knight are meeting with John Newland of Network Rail and a representative from GWR on Thursday. NR have been very slow in responding to the request about use of some of their land for car parking and a report just received indicates that the land may be needed for other uses. Should we consult our local MP? No update on repainting of the station. A volunteer day is planned to clear up the station and clear inaccessible litter.
9. **Salt Bins – Update on placement of new bins and instructions for use – Cllr Knight** – Cllr Knight was not present at the meeting. Three new bins have been ordered, waiting delivery. There are two older bins at the Triangle Field. **Action:** Investigate if they can be disposed of.
10. **Safety concerns for pedestrians due to lack of pavements/walkways at the Bulpit Lane Play Park/War Memorial Avenue – Update on ownership of land and feedback following H&S inspection** – Report was circulated (and is attached). Town and Manor own the land, but it is a WBC adopted Highway. A pathway cannot be marked on the road without it being resurfaced. **Action:** Speak to WBC and District Councillors about resurfacing of that area to be prioritised due to H&S reasons. HTC's H&S consultant recommended some speeding and warning signs should be put up. *Cllr Downe proposed the purchase of a sign as in Option 1 (with less writing if possible) to go on the brick pillar and the purchase of the blue warning sign to go on the gate in the play park, seconded by Cllr Hawkins, all in favour.*
11. **Wilton Windmill and Crofton Bean Engines – Consider request for installation of sign under the railway bridge** – The committee wish to see the final visual of the sign before agreeing anything. *Cllr Hawkins proposed the sign to be installed, subject to approval by NR and once the sign has been agreed by the committee (also inform T&E), seconded by Cllr Simpson, all in favour.*
12. **A-boards – Consider any action following receipt of complaint** – Report was circulated (and is attached). We are waiting guidance from WBC. Comments from the committee included: Can window displays be utilised more? Do businesses need 2 or 3 boards? Should we limit the number per business?
13. **Telephone box in High Street – Progress with obtaining a visit from BT and a quote to move the box away from the pedestrian crossing** – Waiting for BT to visit and quote. The box could be refurbished and used to house information, but this might make it more of an issue if people gather around it near the road. Do we need to appoint a road safety expert?
14. **Discuss possibility of reducing the speed limit across the common and through Lower Denford to 30mph – Consider any response from WBC to our letter** – Traffic calming measures need to be put

in place e.g. an extra cattle grid or gateway features. **Action:** Speak to Town and Manor to see if they would consider putting a request to WBC.

Cllr Simpson proposed contacting WBC to consider reducing the speed limit to 30mph, seconded by Cllr Hawkins, all in favour. WBC will gather data and Cllrs Downe and Chicken can also once they have received their Speed Indicator Device (SID) training.

Meeting closed 8.50pm

REPORTS:

Report to: H&T Committee Meeting 28th May 2019

Agenda Item No: 10 Safety concerns for pedestrians due to lack of pavements/walkways at the Bulpit Lane Play Park/War Memorial Avenue – Update on ownership of land and feedback following H&S inspection

Background: The action from the last meeting was:

Office to establish who owns that piece of road, consult our H&S experts and ask WBC if they would carry out a site visit.

The Town Clerk has established Town & Manor own the highway entrance just in front of the football club car park. Our H&S consultants suggested improvements that could be made for the safety of children exiting the playpark, namely:

- There is no defined walkway so if the road was improved, one option would be to mark a path on the road. The Town Clerk has asked T&M chief executive if this option can be put forward to the trustees for consideration/suggestions
- Putting up warning signage – see options below

Options:

Warning signage to go on the brick pillar for cars exiting the football club car park into Bulpit Lane



- 1) 400mm x 300mm Aluminium sign



£25.50

- 2) 300mm x 400mm Aluminium sign



£25.50

- 3) 400mm x 300mm Aluminium sign



£23.41

- 4) Consider whether a second sign would be appropriate on one of the pillars outside the football club car park for cars parking on the apron by the memorial avenue gates



The Town & Manor and Football Club have both given permission for signs to be erected.

The following warning sign to go on the gate or fence in the play park (text to read "Beware of the Road")



200mm x 300mm Aluminium sign
£21.84

Financial and Legal implications:

RFO has confirmed there is money in the budget

Reference to Council Strategy, where relevant

Action Plan - Health & Safety Aim - Improve health and safety for road users and pedestrians, residents and visitors

Recommendation:

The best option, based on the above information.

Signed: Deputy Town Clerk 24th May 2019

Public Report to: H&T 28th May 2019

Agenda Item No 12: A-boards – Consider any action following receipt of complaints

Background

Complaints have been brought to committee before and the advice of WBC was sought. Their response in Feb 2019 was as follows;

Thank you for your e-mail regarding the location of A – Board signage in High Streets. The local planning authority tends not to be involved in the issue since (although it is a debateable point) they are temporary uses on the street.

However, the Council as highway authority does take an interest in their size and location and I have had the following comments from Robin Mann, the Senior Technician in Highways Asset

Management: -

‘In general, we take a fairly relaxed view on A-frames. We do not issue consents or licences to erect A-frames, although we do offer guidance to store/café managers and will take enforcement action if this guidance is not adhered to. You are right to say that technically they are temporary structures on the highway, however if the guidance we offer is followed the A-frames should not constitute a nuisance or obstruction to highway users and are therefore permissible.

I do not see why the same could not apply to Hungerford, although there may be less pavement room to work with in Hungerford than there is in Newbury. Providing there is ample room for wheelchair/pram users to pass, and they are in locations which would not pose a hazard to the visually impaired then we would be satisfied.

I believe Andrew is working on some guidance which can be provided to shop owners which he may be able to provide in the near future’. (we have since chased WBC for progress with this guidance)

Objective

Consider the complaints received and determine if any action is needed

Complaints received below (also see photos attached)

1) 'I write to you with regard to a lot of complaints that I am hearing from my older customers with regards to the amount of "A" frame advertising boards that have appeared within the High Street. I am hearing that they are struggling to negotiate all the additional hazards. I am sure that this would be the same for pram / pushchair and wheelchair uses, not to mention our partially sighted residents and visitors.

As I type this, waiting outside of the town hall, I can see 12 "A" frames, and that's without going and looking for them !!!'

(from a taxi firm)

2) 'Can something be done about the large number of pavement boards which are taking up space and becoming a blockage in some places especially when groups of people, mothers with prams, old folk and more. The shops all have fascia boards and windows so why those extra huge boards. WE saw a pram being knocked into one recently unintentionally but there was no space to pass. They also make the town look ugly and rundown, so we are becoming just another clutter of shops and people and losing the identity of a smart mid-Berks historical town. There should be a byelaw forbidding pavement boards. The writer of this missive was also knocked into a board accidentally.'

(anonymous)

Reference to Council Strategy, where relevant

Action Plan - Health & Safety - Aim - Improve health and safety for road users and pedestrians, residents and visitors

Consultation:

None

Recommendation(s)

The best option, based on the above information

Signed: Town Clerk 22/5/19

Please find attached the 1st batch of pictures. This is the bottom half of the High Street, Canal bridge to railway bridge.

This shows 17 A Frames, which includes 4 outside of the Coop and 3 outside of the post office, and one for The Borough Arms, which as you are aware is nowhere near the railway bridge.



2nd batch of photos

