

HUNGERFORD TOWN COUNCIL

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MINUTES of the Recreation, Amenities and War Memorials Committee held on Tuesday 19th March 2019 at 7.00 pm in The Library, Hungerford

Present: Cllrs Simpson, Cusack, Winser, Hawkins, Farrell and Alford

1. **Apologies for absence:** Cllrs Brookman and Benneyworth
2. **Declarations of interest** – Cllrs Cusack and Winser - Triangle Field Management Committee
3. **Agreement of minutes of meeting held on 19th February 2019 and:**
Cllr Simpson proposed agreement of minutes as an accurate record, seconded by Cllr Winser, all in favour.
 - Update on actions** – TFMC are working on the evacuation plan. Some H&S tests are outstanding. HTC maintenance man will continue with the legionella tests for the time-being. The Rugby Club are looking to take on the H&S checks in the future. Smoke alarms have been recently tested. The office is proceeding with an order of a no dog sign for display on the Triangle Field building.
 - Updated To Do List (circulated)** – This was read through and some actions added to the list. Hazard tape is to be put around the slabs at the Croft Field. Clerk will chase up the repair of the toe plates on the ramps. It was noted TFMC are arranging their annual Legionella check for April.
Action: Add painting of the metal work at the Skate Park to the next agenda to obtain quotes.

Cllr Cusack advised now the scrub has been cleared by Network Rail at Smitham Bridge Play Park, the fence is the only barrier between the park and the railway line. **Action:** Office to write to Network Rail to request a more secure fence is put in place as NR has done elsewhere. It was noted that the dropped bollard is down at Bridge St War Memorial. **Action:** Maintenance man to secure.

 - Update on quote for tree maintenance work around the perimeter of the Triangle Field** – **Action:** Clerk is arranging a meeting with the tree surgeon on Monday
 - Update on tree undermining wall at St Saviour's** – **Action:** Cllr Simpson to see if tree has been felled.
 - Update on site visit to Skate Park car park** – **Action:** Cllrs to submit any new ideas for this area
4. **Bridge Street War Memorial -**
 - **Registering of land – update (Cllr Cusack)** – We have a new contact at Co-op who is reading through the papers and will update us soon.
 - **Review of risk assessment (Cllr Hawkins)** – A new risk assessment was circulated. This will need to be talked through with our contractor who maintains the gardens. This should cover litter picking. The difference between a direct employee and contractor was discussed.
Action: Cllr Hawkins will continue to review the RA and report back.

5. **TFMC – Report (Cllr Winser)** – The AGM and next meeting will take place on 18th April.
-**Membership of committee** – Cllr Knight has volunteered to join to replace Cllr Winser.
-**Quote for car park** – The office is obtaining 2 more quotes on a like for like basis. Cllr Winser has obtained one quote already.
6. **Report on meeting with Youth – Cllr Simpson & Cllr Alford – Report attached**
Cllr Simpson commended the good work and volunteered to visit the Youth Council once established. The group has filled positions for Chair, Vice, Treasurer and Publicity.
7. **Croft Field Activity Centre**
-**Quotes for levelling of the garden room floor** – Currently awaited
-**Quotes for fire exit doors in main hall** – Currently awaited
8. **H&S Inspections – update on walkarounds and actions required** – The reports were discussed. St Lawrence was inspected and the Library. It was agreed all the actions should be added to the to-do list. Cllrs Hawkins and Alford agreed to visit the allotment sites, and Cllr Farrell and Cusack will visit Smitham Bridge Playground and Bridge St War Memorial.
9. **Agree allocation of S106 funds for an existing project on Action Plan –**
After discussion it was agreed the money should be allocated to the Croft Field Centre for internal improvements, particularly to the showers/toilets. A replacement carpet is required, sound proofing to be considered. Also, the gazebo needs to be finished and netting installed to prevent birds from nesting.
Cllr Simpson proposed allocating money to the Croft Field Project, seconded by Cllr Winser, all in favour. Action: Clerk to contact WBC.
A suggestion for the Action Plan was put forward, which was to move the Skate Park to the Triangle Field. This would be away from a residential area and nearer the Y&C Centre.
10. **Town Meeting – discussion on R&A Committee’s contribution** – Photos have been printed out and will be displayed. Refreshments will be available for the public to help themselves. Cllr Winser has a flip board to donate, perhaps to the Croft Field Centre.
11. **Armed Forces & Family day – Request committee support for the event** – After the parade REME are looking to have a family day. HTC is considering Triangle Field as a venue for a party in the park. REME would offer a BBQ early afternoon, a bouncy castle and games such rugby/football/Tug of War could be set up between Hungerford and REME, along with kid’s games. Other suggestions for entertainment included, music/stage, community stalls, food vans, bar, fairground rides, comedy, mike night, arts and morris dancing. HTC does not have a budget, but a grant could be made to a group to set up the entertainment.

Meeting closed 8.55pm