

HUNGERFORD TOWN COUNCIL

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MINUTES of the **Highways and Transport Committee** meeting held on Monday 28th September 2020 at 7.00pm, remotely.

Present: Cllrs Chicken, Knight, Simpson, Fyfe and Hudson (joined after item 2)

Also: Cllr Alford, Cllr Shatford and a representative from Newbury Weekly News. John Willmott (Smarten Up Hungerford) entered at 7.35pm.

In attendance: Claire Barnes (Town Clerk)

The committee was advised the meeting was being recorded and it was agreed an audio copy of the recording could be supplied to press who have requested it.

- 1. Apologies for absence** – noted from Cllr Downe
- 2. Co-option of new members to H&T committee** – *Cllr Simpson proposed Cllr Jon Shatford is co-opted onto H&T, seconded by Cllr Chicken, 2 abstentions (Cllr Alford, Cllr Shatford) 4 in favour. Cllr Knight proposed Cllr Derek Alford is co-opted onto H&T, seconded by Cllr Simpson, 2 abstentions (Cllr Alford, Cllr Shatford) rest in favour.*
- 3. Declarations of interest** – Cllr Hudson item 8
- 4. Agreement of minutes of meeting held on 27th July 2020** – *Cllr Simpson proposed the minutes as a correct record, seconded by Cllr Fyfe, 4 abstentions (Cllrs Chicken, Hudson, Alford and Shatford), 3 in favour.*
- 5. Update on actions from previous meetings not on the agenda** – No outstanding actions
- 6. Smarten Up Hungerford – latest progress report from John Willmott (JW)** (taken after item 9) – JW advised he has a lack of active volunteers and therefore a lack of time. However, a small group have been very productive, and another 8 tubs have been filled with winter planting. The large planter opposite the Co-op garage is behind schedule. The design is done, and it will be under budget, but he needs to order materials. Sign cleaning and litter picking is being done. Laura Farris MP has expressed a desire to come and join the team working on Friday and she suggested some planting at the gardens by the gates at the memorial avenue. Press will be invited. She is running a surgery for local people and the Mayor will be attending to help facilitate any of Hungerford's needs. There are 4 tubs at the station now and in total about 20 flower tubs that SUH tend. They also maintain planters for Russell Marshall and the Arcade. JW visited the landowner of the trees overhanging the River Dunn by Bridge St War Memorial asking that he cuts them back, but the landowner has refused. These are blocking the view. The stream is owned by Town & Manor. Cllr Simpson pointed out that there is some benefit to the stream/wildlife of the overhanging branches. **ACTION:** Seek advice from the river authority on what can be done. Thanks were expressed in particular to Susan, Nicola and Forbes of the Smarten Up Hungerford Team.
- 7. Update on station improvements and taxi rank-** Cllr Chicken and Cllr Knight met with Kevin King the new GWR station manager and explained HTC's wish list for improvements at the station. He can give authority for a new taxi rank in front of the cycle racks and this will be marked out soon.

This is separate to the taxi rank in the High St which is on public highway. The High St rank has limited use as it is for deliveries only between 7am and 11am and as a taxi rank the rest of the day. The taxi drivers have received abuse from the delivery drivers for using the rank in the afternoon.

Retailers are in general support of having a taxi rank outside the town hall however the Town & Manor are not in favour as this would cause a problem for their market on a Wednesday. The application to apply for this is a legal process and usually happens twice a year but could take 18 months as it is on hold due to Covid19. One of the Hungerford taxis has the facility to take wheelchairs which we are fortunate to have. It was thought a taxi rank is still needed in the High St as well as the station due to the different user requirements.

8. Speeding – (note: WBC Speed Limit Review originally set for October 2020 is delayed until later in the year or early 2021 due to Covid19. The outcome of the Speed Management Consultation is outstanding).

Consideration for a 20mph speeding restriction in Hungerford – refer to Marlborough TC’s report. Full Council were in support of a reduction in speed particularly during Covid. The Clerk referred to the response recently received from WBC, shown below.

‘As the High Street is an A class road (A338) and part of the Strategic A Road network providing a haul route for all class of vehicles on a North/South route between the South Coast and central England we would find it extremely difficult to traffic calm it to a level that would provide the necessary reduction in traffic speed down to the criteria for a 20 MPH limit and that would also find favour with the existing residents and businesses adjacent to the High Street whilst still allowing all classes of vehicles to continue to use it unrestricted. With the additional fact there have been 3 reported incidents on this length of carriageway through Hungerford during the past 3 years with none reporting excessive or inappropriate speed as a factor there isn’t any real justification for a reduction or any additional form of calming over and above what is already present along the High Street (mini roundabouts and zebras). Finally I have asked our Road Safety Team if they could undertake a speed data collection along the High Street to get an understanding of what the current speeds are and we will then compare them to historic data we have to see if there is an increase or not in traffic speeds and if there is an increase I can ask them to start treating this using the Speed Management Frame work Policy that we have which ultimately includes enforcement by the Police and engineering measures to control speed.’

ACTION: Add this to the next agenda to receive any results/updates to the above.

Feasibility of use of SID across the Common – Cllr Downe (not present) had advised we were hoping to record speeds across the Kintbury stretch of the Common, (2 councillors are trained in the use of a speed indicator device (SID) however we have a problem with securing the device. The SID is big, heavy and stands in the ground but needs to be “anchored” to something immovable like a lamppost by a thick chain (against theft etc). It also needs to be close to the road, so the trees are no good. Without a way of fixing it someone would need to be there all the time.

ACTION: Cllr Chicken will approach Town & Manor for their help with securing the device. Their members are welcome to attend SID training.

Complaint about speeding through Sanham Green- A member of public has complained about speeding and volume of traffic. They say it is a huge concern with children and animals living there and would like reduced speed limits implemented. District Cllr James Cole (not present) had responded by email asking us to consider various points including the impact of the 100 houses at Salisbury Road and more traffic going through Sanham Green when these are built rather than less. He suggested obtaining traffic flow stats that would be acceptable for the speed limit committee. Also, instructive videos previously prepared for this committee may be of help.

ACTION: Cllr Hudson will speak to the member of public. Possibly can’t do anything until the traffic lights at Salisbury road have gone.

9. Christmas plans

- **Update from the Working Party on orders (report attached)** – Cllr Chicken advised the Xmas trees have been ordered.
- **2 volunteers required for annual walk of High St and Bridge St to update records of tree locations and numbers** – **ACTION:** Cllr Chicken to ask Cllr Downe if he will join him and our maintenance man to carry this out on Friday.

- **Update from Zoom meeting about switch on** – Cllr Simpson proposed support of a ‘virtual switch on’ via video and social media (budget £1200 based on 4 days filming/editing by Penny Post and Stuart March photography), seconded by Cllr Knight, all in favour. It was noted some of the cost savings of not having a live event such as not requiring hire of crowd barriers, a venue or sound technician will pay for this.

10. Safety

- **Update on list of signs/hedgerow improvements** – Cllr Fyfe advised this was raised with WBC a while ago and he has been advised that the work will take place at some point.
- **Resurfacing of Tesco car park** – Cllr Fyfe raised this back in December. Cllr Simpson advised a hold was put on this due to Covid and the queuing system. She has spoken to Tesco and our request is at the top of the list. **ACTION:** Office to write to chase up. The zebras are very worn. This is out of the stores hand’s, but pressure can be put on.
- **Park St corner** – The Clerk advised many complaints have been received previously over the safety of this area and again recently. Lorries find it difficult to turn from Park St, there is no footway and visibility of the junction is poor particularly turning right out of Station Road. It was suggested that the solution would be to remove the brick wall to the east of Williams court, remove the tree, obtain the landowners permission to use the edge of their land to continue the footway and put in a retaining wall. This is a difficult and expensive project. The issue could be forced by the tree becoming unsafe. Cllr Chicken suggested 4-way traffic lights could be installed to improve safety. However, it was agreed this would cause significant delays and Cllr Fyfe’s proposal that a traffic light option is not revisited was supported. **ACTION:** Clerk to forward trail of emails to Cllr Knight to consider way forward. It was noted the widening of the pavement into the old police station land has not happened yet due to Covid.
- **CCTV quotations – (refer to attached report)** – The Clerk talked through the report and quotations received. Cllr Simpson added that the Police were keen for cameras to be set to static, so they do not miss info swinging around. Cllr Fyfe suggested another camera is installed either opposite or on the Library building so both directions are recorded, or an option could be to install a 360 camera there instead. Committee were keen to proceed with a camera at the Bear which has been a long-term aspiration. Also, a 360 camera by the railway bridge would cover the area not being reached by other cameras. The cameras by URC and WHSmith could then be faced away from the High St. The camera suggested for the Croft Field Centre will be discussed further at R&A. The 360 cameras record in all directions and show a fish-bowl image. It was questioned how this image can be used to retrieve detail. **ACTION:** Put SMART in touch with Cllr Fyfe for explanation. **ACTION:** Obtain a quote for another camera or replace existing with a 360 outside the library **ACTION:** Cllr Chicken proposed delegating authority to the office and Cllr Fyfe to purchase cameras for the Bear roundabout and railway bridge locations for up to £5,000, seconded by Cllr Knight, all in favour. Anything over £5,000 will need to go to Full Council for approval. Grants will be applied for. Other budgets include £1500 EMR and Contingency.

11. **Pigeon working party update** – Cllr Chicken has contacted Network Rail about netting required under the railway bridge and has been in touch with Jenny Graham from WBC who is meeting with them. Cllr Simpson is speaking with Laura Farris MP.
12. **Active Travel Funding available - To receive ideas from committee on eligible projects (see information supplied)** – The Mayor has received positive feedback about the footway being wider outside Inklings and suggested this could become a permanent feature. However, it was thought there would be objections if this was to happen due to a loss in parking spaces. Cllr Chicken said it is important to promote cycling and at present there is no cycle parking that is under cover, apart from at the station. Various locations were suggested such as under the railway bridge, at Church St Car park or by the taxi rank. **ACTION:** Cllr Chicken to seek costs.
13. **Installation of recycle bins – Approve approx. £450 for installation of bins, WBC to pay annual emptying cost** – Whilst the committee felt recycling was important to promote, it was felt that one bin would not be effective and what was needed was replacement of all the bins and a campaign to promote use of them. **ACTION:** Clerk to find out more information. Why did the project not work in Newbury?

Would WBC pay for emptying of all the bins if they were replaced? What types of rubbish is thrown in the existing bins?

14. COVID19

- Any H&S issues of concern / impact on traders – (Recent decision was to keep safety measures in place but remove defaced red signs and coned off parking space on Bridge St) - No new issues
- Member's Covid19 Bid – To receive ideas from committee for grant applications (£1K or 3 members can pool for £3k) – Committee thought that it would be good to apply for some funding towards cycling facilities through the Covid19 Bid as well as the Active Travel fund. The project would need to be completed within 6 months from August in order to meet the criteria.

Meeting closed 8.56pm

REPORTS

H&T 200920

Agenda Item 9: Christmas Plans

UPDATE FROM CHRISTMAS LIGHTS WORKING PARTY

Christmas Trees

The small trees have been ordered from Jadecliffe and the larger trees from Woods Farm Christmas Trees. The latter is a new supplier as our usual supplier was (again) unable to fulfil our order this year. Woods Farm will also install the 2 largest trees.

Tree order details are as follows.

From Woods Farm Christmas Trees:

1 x 30ft Norway Spruce	- £650.00
1 x 20ft Norway Spruce	- £280.00
2 x 10ft Norway Spruce	- £ 60.00 each
1 x 8ft Norway Spruce	- £ 45.00

Total: £1,875.00 plus VAT

Delivery, and crane installation for the 2 larger trees @ £780.00

From Jadecliffe:

140 pointed 1.2m trees @ £9.00 ea
30 blocked 1.2m trees @ £11.00 ea

Delivery : £150.00

Total: £1,740.00 plus VAT

Christmas Lights

Shaun Faher from Shield has been in touch with MK Illuminations who supplied our existing Xmas lights regarding replacement lights, as it was proving difficult to find the ones required on their website. The reason is the lights currently in use are no longer available and have been replaced by other products. Shaun is awaiting a list of comparable lights from MK Illuminations and will forward this to Sarah Chatters on receipt.

Half Baskets for lamp posts (to house transformers)

Many of these are in a bad state of repair and needed replacing and it was agreed at the Christmas Lights Working Party meeting on 28th October that it would be best to replace them all and retain any currently usable ones as spares. According to the current list, 15 lamp posts are in use and therefore 30 baskets will be

required. The office will source suitable replacements. If these can be obtained from Hungerford garden centre at a competitive price, Dobbies to be approached for a discount on these items plus 2 trees stands, for dressing small trees. Three tree stands in total are required but one was donated by Sally Hawkins.

High Street Walk

It was noted that some amendments are needed to the plan/spreadsheet showing where trees are to be installed. Cllr Chicken and Roger Ballard will walk the High Street to check and update where necessary. Members of H&T are invited to join them. The walk will take place on a Tuesday or Friday (when RB works for HTC).

Herris Security Fencing for Croft Field

RB has obtained a quote from a new supplier for fencing panels to secure the small trees when delivered to the Croft Field. This is considerably lower than the cost in 2019 (£270 compared to £400). The quote has been forwarded to the office for consideration.

Sarah Chatters
28th September 2020

HT200928CCTV

Hungerford Town Council

Public Report

Report to: H&T 29th Sept 2020

Agenda Item No 10: CCTV Quotations

Background HTC wished to consider options of extending its CCTV coverage following concern over the safety of its premises following a recent spate of ASB. This report also considers options for extending CCTV coverage in the town which was a previous HTC ambition and is High priority in the Action plan. The Police regularly access the recordings and have been in touch with our CCTV provider to set up a portal to access footage directly.

Objective Consider quotations provided by our current CCTV provider Smart. These cameras would link up to our existing system and images would be available in the office.

Reference to Action Plan Aim - Improve safety and help reduce crime by increasing conviction rates. Install extra cameras at entrance/exit points to town (high priority)

Options (including quotations) There are various locations to consider. A 360-degree camera is the recommended option as it has become affordable:

1. **By the Bear Roundabout** capturing a view of all three roads and vehicles entering/leaving Hungerford to the West, East and through the town (360 degree view)
 - This location is the furthest away, 5 devices are required to bounce signal to office, hence this option is the most expensive. Quotation in 2016 was £4800, **2020 Quotation £3355** (should be £3900 but discount applied for referrals)

2. **By the Railway bridge** capturing blind spot from current cameras that don't reach this area. (360-degree view). Signal set up in place and close to office **Quotation £1500**
3. **Croft Field Centre** capturing car park, field and gazebo. Would need high mount and may be difficult to locate this where a 360 would be useful.
Cost to install a 360 approx. £2,000 or
Cost to install 2 fixed cameras approx. £1500
No broadband in place. Additional on-going cost approx. £30/£40 a month for broadband at Croft Field Centre (as too difficult to send signal to office).

Available budget (£s) including cost centre £1500 in EMR, Contingency budget, could apply for Parish Grant or Member's bid for larger cost.

Health & Safety and Legal implications – Privacy impact Assessment in place and process for applying to view cctv available on website.

Recommendation(s)

The best option, based on the above information

Signed: Town Clerk 28/9/20