

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

DRAFT MINUTES of the **Annual Full Council Meeting** held on Tuesday 4th May 2021 at 7.00pm remotely through Zoom.

Present: Cllrs Simpson, Winsor, Knight, Chicken (entered at 7.05pm), Fyfe, Downe, Alford, Lewis, Yakar-Wells (entered at 7.09pm), Shatford, Schlanker and Mills.

Also: Representatives from Newbury News and Penny Post.

One member of the public (left meeting at 7.43pm).

In attendance: Claire Barnes (Town Clerk), Jeff Ford (RFO), Sharon Prance (RFO) and Sarah Hennessey (Deputy Town Clerk).

The meeting was being recorded.

Police Report. No report had been received.

The member of the public was invited to speak regarding Item FC202100108 on the agenda – the proposal of the H&T committee to widen the footway outside Coffee#1 permanently. The member of the public stated that, in their view, parking in the town is important to everyone and they expressed concerns regarding the loss of parking spaces. They asked whether consideration could be given to losing just one of the parking spaces which might make the corner safer and might make it look better. Cllr Simpson advised the item would be voted on later in the meeting.

FC20210080 Propose election of:

○ **Mayor**

Proposed: Cllr Winsor. **Seconded:** Cllr Knight. **Resolution:** Cllr Simpson re-elected as Mayor.

○ **Deputy Mayor.** Two candidates were proposed as Deputy Mayor:

Cllr Winsor – Proposed: Cllr Knight. **Seconded:** Cllr Lewis.

Cllr Chicken – Proposed: Cllr Schlanker. **Seconded:** Cllr Mills.

The meeting was moved to a Part 2 Meeting to enable a vote to be taken by online poll. The public and press were removed to the waiting room.

Resolution: Cllr Winsor elected as Deputy Mayor.

○ **Chair of Finance & General Purposes**

Proposed: Cllr Simpson. **Seconded:** Cllr Lewis. **Resolution:** Cllr Winsor elected as Chair of Finance & General Purposes.

○ **Deputy Chair of Finance & General Purposes**

Proposed: Cllr Winsor. **Seconded:** Cllr Simpson. **Resolution:** Cllr Shatford elected as Deputy Chair of Finance & General Purposes.

Agree when declaration of acceptance of office will be received. Cllrs Simpson and Winsor signed their declarations of office. Signed declarations will be received at the HTC office.

Cllr Simpson extended her thanks to Cllr Knight who has been a great support as Deputy Mayor for the last three years.

The public meeting was resumed and the public and press were readmitted to the meeting.

FC20210081 Note apologies for absence – Councillor Hudson. West Berkshire District Councillors Benneyworth, Cole and Rowles.

- FC20210082** **Declarations of interest and signing of any dispensations – None.**
- FC20210083** **Approval of Minutes of the meeting of the Full Council of 6th April 2021, and Extra Part 2 meeting of the Full Council of 31st March 2021 and outcome of actions**
Proposed: Cllr Downe. **Seconded:** Cllr Simpson. **Resolution:** To approve the minutes of 6th April 2021 as a true record. One abstention.
Proposed: Cllr Simpson. **Seconded:** Cllr Winsor. **Resolution:** To approve the minutes of 31st March 2021 as a true record. One abstention.
- FC20210084** **Receive Mayor’s Report – The report had been circulated (attached).**
- FC20210085** **Receive District Councillor’s Reports – The report had been circulated (attached).**
- FC20210086** **Hungerford 2036 – Receive a report from the Project Team (attached).**
- FC20210087** **Receive Committee reports (no more than 3 minutes per report)**
R&A – report attached.
F&GP – report attached.
E&P – report attached.
- FC20210088** **Propose authorisation of cheque run payments (circulated along with copies of invoices) for April.**
Proposed: Cllr Winsor. **Seconded:** Cllr Simpson. **Resolution:** To authorise the cheque run for April of £25,737.90.
- FC20210089** **Propose 31st March 2021 Final Budget/Actual Accounts – refer to circulated Income/Expenditure Report.**
Proposed: Cllr Winsor. **Seconded:** Cllr Knight. **Resolution:** To agree the 31st March 2021 Final Budget/Actual Accounts as accurate with a positive variance of £65,730.
- FC20210090** **Note the change in total assets to £843,580.97 as at 31st March 2021.**
This was noted by the Council.
- FC20210091** **To note as required by our audit that:** the dates for the period of the exercise of public rights are 14th June to 23rd July and the publication date of the notice on the town council’s website will be 11th June.
This was noted by the Council.
- FC20210092** **Review the Annual Internal Audit Report 2020-2021 and propose acceptance.**
Proposed: Cllr Simpson. **Seconded:** Cllr Winsor. **Resolution:** To accept the Annual Internal Audit Report 2020-2021.
- FC20210093** **To Approve Section 1 of Annual Governance Statement 2020-2021 and propose approval.**
Proposed: Cllr Winsor. **Seconded:** Cllr Downe. **Resolution:** To approve Section 1 of Annual Governance Statement 2020-2021.
- FC20210094** **To Approve Section 2 Accounting Statements 2020-2021 and propose approval.**
Proposed: Cllr Shatford. **Seconded:** Cllr Knight. **Resolution:** To approve Section 2 Accounting Statements 2020-2021.
- Annual business of the council (as per standing orders)**
- FC20210095** **Propose the Council meets the conditions to exercise the General Power of Competence.**
Proposed: Cllr Simpson. **Seconded:** Cllr Downe. **Resolution:** To agree the Council meets the conditions to exercise the General Power of Competence.
- FC20210096** **Propose agreement of standing orders which includes council’s complaints procedure (refer to website).**
Proposed: Cllr Simpson. **Seconded:** Cllr Downe. **Resolution:** To agree standing orders subject to the following amendments: removal of reference to remote meeting legislation and deleting reference to T&E committee on pages 175 and 179.
- FC20210097** **Propose agreement of financial regulations (refer to website).**
Proposed: Cllr Winsor. **Seconded:** Cllr Mills. **Resolution:** To agree financial regulations.
- FC20210098** **Propose agreement of Code of Conduct (refer to website).**

- Proposed:** Cllr Schlanker. **Seconded:** Cllr Downe. **Resolution:** To agree Code of Conduct subject to the following amendment: removal of reference to remote meeting legislation.
- FC20210099 Propose agreement of Co-option Policy** (refer to website).
Proposed: Cllr Knight. **Seconded:** Cllr Alford. **Resolution:** To agree Co-option Policy.
- FC202100100 Propose agreement of HTC's policy for dealing with social media** (refer to website).
Proposed: Cllr Simpson. **Seconded:** Cllr Schlanker. **Resolution:** To agree policy for dealing with social media.
- FC202100101 Propose agreement of inventory of land and assets including buildings and office equipment** (refer to website).
Proposed: Cllr Winsor. **Seconded:** Cllr Knight. **Resolution:** To agree inventory of land and assets including buildings and office equipment.
- FC202100102 Propose agreement of HTC or staff subscriptions to other bodies: NALC etc.** (circulated).
Proposed: Cllr Simpson. **Seconded:** Cllr Knight. **Resolution:** To agree HTC or staff subscription to other bodies as circulated.
ACTION: Town Clerk to clarify situation regarding our membership of HALC/BALC.
- FC202100103 Propose agreement of Terms of Reference** (refer to website).
Proposed: Cllr Simpson. **Seconded:** Cllr Winsor. **Resolution:** To agree Terms of Reference.
- FC202100104 Propose appointment of members to existing committees and external bodies** (circulated).
Proposed: Cllr Simpson. **Seconded:** Cllr Knight. **Resolution:** To agree appointment of members to existing committees and external bodies.
Cllr Winsor expressed an interest in joining the H&T committee. **ACTION:** Co-option to be added to the next H&T agenda.
- FC202100105 Confirm arrangements for insurance cover in respect of all insured risks** (3-year agreement ends 2022, however there is an option to change – see report).
Proposed: Cllr Knight. **Seconded:** Cllr Schlanker. **Resolution:** To change insurers as per Option 2 on the report.
- FC202100106 Determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council** (Refer to circulated report).
Proposed: Cllr Simpson. **Seconded:** Cllr Chicken. **Resolution:** To cancel the FC meeting in June with a discussion on delegated authority for the month of June to be held at the extra FC meeting on 6th May 2021. Two abstentions.
Proposed: Cllr Simpson. **Seconded:** Cllr Knight. **Resolution:** Monthly FC meetings from July 2021 to be held in the Corn Exchange complex. One abstention.
- FC202100107 Propose agreement of Council's policies, procedures and practices in respect of its obligations under freedom of information and general data protection regulations** (refer to website for data protection policy, privacy statement and publication policy).
Proposed: Cllr Simpson. **Seconded:** Cllr Schlanker. **Resolution:** To agree Council's policies, procedures and practices in respect of its obligations under freedom of information and general data protection regulations.
- FC202100108 Consider recommendation from H&T to lobby West Berks Council to widen the footway permanently outside Coffee#1.** (Taken after Item FC20210083).
Proposed: Cllr Chicken
Seconded: Cllr Downe
Resolution: Following the unanimous recommendation of the H&T committee, to lobby WBC to pedestrianise the area outside Coffee#1. Two abstentions, one against.
- FC202100109 Health & Safety – To note any complaints or concerns, including Impact of Coronavirus.**
Cllr Downe noted that the Coronavirus figures for Hungerford are showing as below three cases, and this has been the case for the last few weeks. Figures for West Berks did increase in the second half of April, it is believed this was due to a localised outbreak (not in this area).
Cllr Schlanker reported that since the lockdown eased in April, it seems there have not been any Covid Marshalls in the town and the stewarding at the weekly Wednesday markets has come to an end. **ACTION:** Office to check if the WBC Covid Marshalls are still visiting Hungerford.
- FC202100110 Any other Reports (3 minutes each) not to include any proposals** – None.

Meeting closed at 8.34pm. Representatives from the press left.

Confidential

The public and press may be excluded from the meeting on the grounds that publicity might be prejudicial to the public interest as per the Public Bodies (Admissions to Meetings) Act 1960.

FC202100111 Triangle Field Management Agreement – Receive update.

A working party meeting will be held on Friday 14th May to discuss the latest correspondence received. Council agreed to delegate the authority to the working party/Town Clerk/Deputy Clerk to write a response.

FC202100112 Promotion of Action Plan Strategy and Annual Report – Agree next steps to finalise layout and promote document to public. Consider delegation to office.

Proposed: Cllr Simpson. **Seconded:** Cllr Yakar-Wells. **Resolution:** Delegated authority to the Town Clerk/Mayor/Cllr Downe to proceed with obtaining costs for printing and layout of the document and to produce a draft document for council to approve.

FC202100113 Freedom of the Town Awards – Public nominations are usually requested at the beginning of the year leading up to a presentation event in the summer. Due to Covid the process has not started this year. Committee to consider not holding the event this year.

A working party meeting will be set up to discuss an alternative event. Working party to include Cllrs Simpson, Winsor, Fyfe, Alford, Lewis, Schlanker and Yakar-Wells.

Meeting closed at 9.10pm.

REPORTS

Mayors Report

Annual Full Council Meeting 4th May 2021

I can honestly say this has been one of the strangest years to have served as Hungerford Town Mayor, definitely one for the history books, and perhaps one to share with my grandchildren one day. It's also been one of the most rewarding years. Hungerford has always had a strong sense of community, as a tragedy town we certainly know how to support each other through a crisis. The pandemic has united the town once again, Hungerford's army of volunteers has ensured no one was left alone without food or medicine. Drawing the town together through the many established media channels, achieving the community Christmas Light Switch-on Video, refreshing the War Memorial and Tragedy Gardens, raising funds for John O'Gaunt School (when an urgent need for laptops to support children's learning was identified), were all high-lights from the civic year.

Hungerford's shops and businesses have had an incredibly hard year, but haven't they looked after us! I don't think I've heard anything but positivity from them all, adapting their businesses in-order to survive, being resourceful with click and collect, free local home deliveries. I hope every resident will support these very special small independents as we continue to emerge from the pandemic.

My own family has started its weekly catch up sessions in the pub, personally, I'm very much looking forward to getting back to a game of bingo at the Royal British Legion. I hope all residents and businesses will look forward to better times ahead reunited once again with colleagues, friends and families. I have been honoured to serve another year as Town Mayor.

Monthly Update:

Meetings

HTC will be returning to face to face meetings from the 7th May following the latest Government guidelines. We had hoped we would be able to continue with Zoom meetings or at least a hybrid of both platforms. HTC has certainly learnt to value this new platform and although we look forward to seeing you all again, we feel this is a step backwards, we've certainly felt the benefits of remote

meetings, they are less costly, as we do not need to hire venues, remote meetings help with Councillor attendance and encourage new councillors who would otherwise not be in a position to attend meetings in person.

Flowers

The town's floral displays have been ordered, we hope these will enhance and create a welcoming high street for residents and visitors to the town, these will be further complimented by the oak half barrel's which are being planted and maintained by the Smarten-Up team.

Hungerford in Bloom

This much-loved Hungerford tradition will be back this year. HTC know many of our residents have spent a huge amount of time in their gardens throughout lockdown, we are looking forward to seeing the fruits of your labour. Please get involved, large or small, residential or commercial we hope you will make the competition fun and maybe a little inspiring.

Annual Report

HTC were unable to hold the annual town meeting last March, we've decided instead to communicate our plans with you in a different way, sharing past achievements, explaining new projects and aspirations, giving you, Hungerford residents an opportunity to feed-back, we encourage your involvement and participation. Please look out for this communication which we intend to share online as well as in print.

Cllr Helen Simpson

Hungerford Town Mayor

Hungerford and Kintbury District Councillor Report for HTC's Annual Meeting – 2021

Sadly, but as is usual, Hungerford Town Council's Annual Meeting co-incides with that of West Berkshire Council so none of your District Councillors are able to 'attend' this evening hence this written report.

Covid

In a year like no other we feel that your District Council has risen to the challenge of the pandemic and acted quickly to effect the best outcomes for our residents and businesses. The Community Hub was established to help our most vulnerable residents and assist our community groups.

WBC has acted quickly in distributing various business grants such as: Local Restrictions Support Grant, Christmas Support Payment, Restart Grant, Additional Restrictions Grant as well as Business Rate Relief and your District Councillors have helped in signposting local businesses to the most appropriate support.

WBC is focussing its efforts to distribute the new one-off Government Restart Grants to businesses in the district as quickly as possible. Grants up to the value of £18,000 are being awarded to individual businesses across West Berkshire that were forced to close due to Covid-19 restrictions.

Budget

The WBC Revenue Budget and Capital Strategy for 2021-22, passed at the council meeting on 2 March, sets out the planned investment in the district within the context of the current pandemic. The council tax increase has been limited to 1.99% without any increase in the Adult Social Care precept and also without any cuts to essential services.

The budget treads a careful path between affordability, core infrastructure and new investment to support the council strategies.

Environment

WBC is working towards its carbon-neutrality target by 2030 and we welcome a number of local projects have been rolled out here: the wildflower verge project along the A4, the enhanced plastic recycling trial at the station and also the provision of recycling bins in the High Street.

Special mention must be made of our waste collection teams who have maintained their service during the pandemic with a minimum of disruption.

Planning

In planning matters your DCs continue to work closely with HTC's Environment and Planning committee and represent concerns at District level. The Salisbury Road development and allocation of affordable housing type remains a particular hot topic.

The developer is seeking to alter the provision of social rented housing in favour of shared ownership siting the non-viability of the current proposal. This has been met with considerable resistance within the town and, as a result of local feeling, your DCs have called this application into committee should WBC officers be minded to approve this.

The viability study has now been completed and its findings are being considered by the relevant departments within the council and, though we have been waiting for a considerable amount of time, we can expect a decision on this very soon.

Members' Bids

Hungerford was successful in obtaining 2 Members' Bids in last year's round. The first winning bid part-funded the re-generation of the Bridge Street war memorial, improving the appearance of this most important focal point of the town whilst the other went towards provision of a new balance bar at the Hungerford Nursery School. The balance bar has proved to be very popular with the children; assisting in core strength, co-ordination and increasing confidence.

Schools

Future funding for early years remains a concern and through the Headteacher of Hungerford Nursery School, Suzanne Taylor, your DCs have been kept abreast of the nursery's situation. We have lobbied support of both the WBC Executive and our MP and will continue to do so in order to achieve a more secure long-term outcome for this wonderful facility.

We worked with John O'Gaunt Headteacher, Richard Hawthorne, to secure funding for laptops during home schooling. This money was ultimately re-directed when it became clear that JOG had already achieved its goal but we have established a good relationship with him and very much look forward to working with him and the school in the future.

Volunteers

The outstanding feature of the past 12 months locally has to be the way in which members of our Hungerford community have stepped up to the challenge of the pandemic and met the needs of our residents. Whether it be shopping trips, picking up prescriptions from Boots, a lift to the racecourse for a job or even just a friendly chat, Hungerford has shown itself to be rich in volunteers and community spirit and whilst we look forward to seeing the back of the disease we very much hope that this community spirit remains.

Thanks to all at HTC and James, Claire and Dennis look forward to working with you all in a less remote way in the forthcoming municipal year.

Hungerford 2036 Project Team

Public Report

Report to: Full Council meeting 4th May 2021.

Agenda Item No FC20210086: Report from Hungerford 2036

Current Activities We have commenced Zoom-based sessions with site promoters to receive their responses to site-specific queries we raised with them. We plan to complete these sessions during May. Later this month the H2036 Project Team will be meeting to develop and agree an approach for publishing the Site Assessment information for consultation input from residents. We will be looking to brief the Town Council on the approach and content once all site promoter input has been received. It is then hoped that with easing COVID-19 restrictions it will be possible to conduct public consultations via physical events as well as having an on-line facility during the summer.

Signed: John Downe, Joint Chair H2036, 4/5/2021.

R&A report full council May 2021

Rugby Club Lease

The new lease heads of terms are being discussed. HTC awaits HRFC response to HTC's latest communication.

St Saviours

Following removal of a diseased ash tree in a neighbouring property, HTC are waiting for a contractor to remove/grind out the stump before rebuilding the wall to match existing.

A tree root has caused a gravestone to become wobbly. A local stone mason has been asked to remove the memorial headstone for safe keeping to allow HTC's tree surgeon to assess the tree root and take appropriate action. The memorial stone will then be reinstated.

Croft Field

The plans for improvements at the Croft Field have not progressed, HTC is waiting for the amended plans following the last working party meeting.

Memorial Jack Williams

Discussions around a suitable memorial for the late Jack Williams have started. Several recommendations have been made. HTC will discuss these with the family.

War Memorial Bridge Street

HTC wishes to thank members of the RBL for removing the poppy wreaths from the war memorial which had become weathered.

Benches

Following requests for a memorial bench at St Saviours. R&A committee will now create a cost package, this will allow for the on-going maintenance as well as the purchase and installation of any new bench.

FINANCE & GENERAL PURPOSES REPORT FOR FULL COUNCIL MEETING ON 4TH MAY 2021

FINAL INCOME & EXPENDITURE REPORT: APRIL 2020 TO MARCH 2021

101 FINANCE:

100% of the Annual Precept has been received to date.

102 ADMINISTRATION:

Year End Net Income over Expenditure £9,996 below Budget. This was mostly due to reduced Salaries (£732), Mayoral expenses (£1,053), Training (£909 & £500), Room Hire (£800), Health & Safety (£2,322) and Professional fees (£4,800) and a total of £2,530 non budgeted income. The two most notable overspends were Office Costs (£1,011) and Computer Costs (£2,234) which were to facilitate Home working.

103 GRANTS & DONATIONS:

Year End £1,697 below Budget.

104 POOL HOUSE:

Year End Net Income is £348 below Budget.

105 CONTINGENCY:

Year End £3,665 available to transfer to EMR for other projects.

109 HUNGERFORD 2036 PROJECT:

Year End £4,399 under budget, Consider the balance to be transferred to EMR.

201 RECREATION & AMENITIES:

Year End Net Income over Expenditure £563 below Budget.

202 WAR MEMORIAL GROUND:

Year End Net Income over Expenditure £1,496 below Budget. A War Memorial Grant of £2,240 was received in January 2021.

203 ST SAVIOURS:

Year End Net Income over Expenditure £4,440 below Budget. Increased annual Burial Fee Income of £2,359.

204 CROFT FIELD:

Year End Net Income over Expenditure £2,915 above Budget. Croft Field income was down by £4,221 but we received a Grant of £1,400 from the Good Exchange in September 2020.

205 LIBRARY MAINTENANCE COSTS:

Year end Net Expenditure £3 below Budget.

206 TRIANGLE FIELD:

Year End Net Income over Expenditure £8,345 under Budget. The HRFC rent was paid directly to HTC from January 2021 resulting in £1090 unbudgeted income plus the £6,500 balance transferred from the closed TFMC Bank Account.

301 CHRISTMAS LIGHTS:

Year End Net Income over Expenditure £1,562 above budget. Year to Date Donations of £5,544 including the Good Exchange match funding was £1,456 less than budgeted.

302 HIGHWAYS:

Year End Net Income over Expenditure £5,264 below Budget. No Hanging Basket donations this year.

303 CCTV:

Year End £132 under budget.

304 TOURISM & ECONOMY:

Year end £750 under budget.

Year End Net Income up by £9,617 and Expenditure down by £28,820 giving a Net Income over Expenditure positive variance of £65,730.

Claire Winsor, Chair of F&GP, 1st May 2021.

**FINANCE & GENERAL PURPOSES REPORT FOR FULL COUNCIL MEETING ON 4TH
MAY 2021**

MONTH 1: APRIL 2021 INCOME & EXPENDITURE REPORT

101 FINANCE:

No Annual Precept has been received to date.

102 ADMINISTRATION:

Net Income over Expenditure £2,183 below Budget.

103 GRANTS & DONATIONS:

No Expenditure this month.

104 POOL HOUSE:

Net Income is on Budget.

105 CONTINGENCY:

No Expenditure this month.

106 TOURISM SUPPORT BUDGET:

No Expenditure this month.

109 HUNGERFORD 2036 PROJECT:

No Expenditure this month.

201 RECREATION & AMENITIES:

Net Income over Expenditure £227 below Budget.

202 WAR MEMORIAL GROUND:

Net Income over Expenditure £55 above Budget.

203 ST SAVIOURS:

Net Income over Expenditure £693 above Budget. No Burial Fee Income this month.

204 CROFT FIELD:

Net Income over Expenditure £1,853 above Budget.

205 LIBRARY MAINTENANCE COSTS:

No Expenditure this month.

206 TRIANGLE FIELD:

Net Income over Expenditure £172 above Budget. The remaining £230 balance was transferred from the closed TFMC Bank Account.

301 CHRISTMAS LIGHTS:

Net Income over Expenditure £400 below budget. There was a donation of £100.

302 HIGHWAYS:

Net Income over Expenditure £142 below Budget.

303 CCTV:

No Expenditure this month.

304 TOURISM & ECONOMY:

£1,000 expenditure this month for the Great West Way annual subscription.

Net Income down by £997 and Expenditure down by £7,007 giving a Net Income over Expenditure positive variance of £6,010.

Claire Winsor, Chair of F&GP, 4th May 2021.

Report on a Virtual Meeting of the Environment and Planning Committee that met on Monday 12 April 2021

- EP2021022** **Apologies for absence** – Received from Cllrs Hudson and Yakar-Wells.
- EP2021023** **Declarations of interest** – Cllr Simpson – Item 27(f).
- EP2021024** **Approval of Minutes of the meeting held on 8th March 2021 and update on actions**
Proposed: Cllr Winsor
Seconded: Cllr Simpson
Resolution: To approve the minutes of 8th March 2021 as a true record.
- EP2021025** **WBC Settlement Boundary Review** – Discuss proposed new settlement boundaries and consider response to be submitted by 21st April 2021.
Maps showing the proposed new settlement boundaries in Hungerford and Eddington had been circulated. The committee previously looked at this in March 2020 and suggested the settlement boundary be amended to reflect the current approved planning development at Salisbury Road; this is now reflected on the new map.
ACTION: Office to respond to WBC stating HTC accepts the proposed new settlement boundaries. However, WBC will be asked to supply more details to enable HTC to understand the rationale behind the changes to the boundary along the A4 in the area between Cottrell Close and the Veterinary Hospital.
- EP2021026** **Mobile pizza trailer – Dapao Takeaway** – Discuss possible locations for siting of trailer.
In order for a trading licence to be granted, the traders need a designated site to trade from and they are currently in the process of investigating possible locations.
Proposed: Cllr Chicken
Seconded: Cllr Knight
Resolution: To support the trader's application to trade in Hungerford.
- EP2021027** **Planning Applications**
- a) **21/00476/HOUSE** 117 Priory Road, Hungerford – Mr and Mrs Calloway
1st floor extension over existing garage, enclosed porch and internal alterations.
Proposed: Cllr Lewis
Seconded: Cllr Chicken
Resolution: No Objections.
- b) **21/00494/HOUSE and 21/00495/LBC2** 7 Oxford Street, Eddington, Hungerford – Alex Cavill
Demolition of existing garden shed and hutch and replacement with garden room and store. WBC planning department had advised that a formal application for listed building consent was not required for this application, so committee voted only on application number 21/00494/HOUSE.
Proposed: Cllr Simpson
Seconded: Cllr Winsor
Resolution: Support.
- c) **21/00578/FUL** 25 Orchard Park Close, Hungerford – Messrs Monk and Loader
Subdivision of existing 4-bedroom dwelling to create 2 no. 2-bedroom dwellings with associated works.
Proposed: Cllr Simpson
Seconded: Cllr Chicken

Resolution: To Object to the application due to concerns over availability of parking in an already congested area of the town.

- d) **21/00472/FUL** 9 Chilton Way, Hungerford – Mr and Mrs R Barnett

Proposed replacement dwelling with associated alterations to access and parking.

Proposed: Cllr Winser

Seconded: Cllr Chicken

Resolution: No Objections subject to: No construction deliveries between the hours of 8-9am and 3-4pm due to the school run; to maintain the cleanliness of the highway throughout the build; no construction work to take place before 8am and after 5pm on weekdays, and before 8am and after 1pm on Saturdays.

- e) **21/00630/HOUSE** Beacon Farm, Salisbury Road, Hungerford – Mr and Mrs Ross

Single storey extensions and external alterations to existing dwelling, following demolition of existing conservatory.

Proposed: Cllr Simpson

Seconded: Cllr Knight

Resolution: No Objections.

- f) Taken before Item (a)

21/00314/HOUSE 70 Priory Avenue, Hungerford – Mr and Mrs David Hunter

Construct detached domestic garage at rear.

Proposed: Cllr Chicken

Seconded: Cllr Lewis

Resolution: No Objections.

EP2021028 Case Officers Reports – These were read out and noted.

The committee expressed concern that the following application has been approved by WBC:

21/00034/FUL North Hidden Grain Store, Newtown, Hungerford – Chilton Farms Ltd

Section 73A: variation or removal of condition 3 'use restriction military vehicles' of previously approved application 05/00900/FUL: Change of use of an agricultural storage facility to the storage of vehicles (B8 Use).

GRANTED. HTC proposed Object due to: Too much inappropriate traffic on a narrow lane which will also impact on the bridleway.

ACTION: Cllr Chicken will draft a letter expressing the committee's concerns which the office will forward to WBC Planning Department. District Councillors offered to highlight HTC's ongoing concerns with WBC once the letter has been sent.

Meeting closed at 8.14 pm.

Alistair Fyfe, E&P Chair, 4 May 2021.