

HUNGERFORD TOWN COUNCIL

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DRAFT MINUTES of the **Highways and Transport Committee** meeting held on Monday 26th April 2021 at 7.00pm, remotely.

Present: Cllrs Chicken, Knight, Downe, Fyfe, Alford and Schlanker
In attendance: Claire Barnes (Town Clerk), Sarah Chatters,

The committee was advised the meeting was being recorded.

- HT20210033. Apologies for absence** - Cllrs Shatford, Simpson, Hudson
- HT20210034. Declarations of interest** – Cllr Downe (member of Hungerford Environmental Action Team)
- HT20210035. Agreement of minutes of meeting held on 22nd March 2021**
Proposed: Cllr Chicken
Seconded: Cllr Schlanker
Resolution: Minutes were determined as a true record with amendment to note Cllr Shatford had already been co-opted to this committee
- HT20210036. Update on actions from previous meetings, not on this agenda.**
Cllr Fyfe has submitted a FOI request for info on installation and maintenance of the footways from Froxfield to Hungerford and is completing a survey of the condition of the footways with the help of Cllr Schlanker. District Cllr Benneyworth is arranging a meeting with WBC to discuss. **ACTION:** Add to next agenda update on footway survey and outcome of FOI request. SUH (Smarten up Hungerford) are completing a grant application on the Good Exchange website.
The Grit bin has been ordered for Hamblin Meadow.
Windowflowers has been instructed on the hanging baskets and troughs contract.
A Police grant has been received to support our CCTV costs.
The Clerk sent photos of the CCTV images to Cllr Fyfe as requested. The Bear CCTV camera is not yet up and running as maintenance cannot start until the PPE has been received.
ACTION: Add Croft Field Centre CCTV to the next agenda.
The CCTV cameras at Triangle Field have been removed as requested.
The request to widen the footway permanently outside Coffee#1 will be on the FC agenda.
ACTION: Add update from Cllr Simpson on Tesco line markings to next agenda.
- HT20210037. Receive update from Pigeon working party (see below)**– Notes from the last meeting have been circulated. The Clerk read out the wishes of the Working party (which included the request for a cull). An offer has been received to collect any trapped birds and relocate them. The Dods building and under the railway bridge still require pigeon proofing.
Proposed: Cllr Downe
Seconded: Cllr Knight
Resolution: Obtain a quotation for annual trapping and relocating of birds. Put to Full Council to vote on agreeing an annual expenditure.

- HT20210038. Christmas**
- **Tree orders – See report**
Proposed: Cllr Knight
Seconded: Cllr Downe
Resolution: Appoint Jadecliff to supply our smaller Christmas trees providing the price is no more than a 10% increase on last year.
Proposed: Cllr Downe
Seconded: Cllr Knight
Resolution: Appoint Wood Farm to supply the 5 larger Christmas trees as quoted at £2,045
 - **Preparation of tender** – The Clerk is working on the tender and will obtain quotations for one year and three-year contracts. **ACTION:** Cllr Knight and Chicken will walk the high street to check some of the installation and supply details.
- HT20210039. WBC Local Climate Action Plan Evening** – Cllr Downe advised WBC’s proposal is the adoption a of greening campaign. They provide toolkits to Town Councils to get local populations active in reducing CO2. Several ideas for Hungerford were suggested such as solar panels on the library building, powering electric car chargers and turning streetlights off after midnight. HTC is already undergoing a switch from sodium streetlights to LED. Main problems are gas and oil heating. We need to look at changing to electric and insulating our properties. There is a government scheme to replace gas boilers with heat pumps and recoup money after 7 years. An event is taking place in the Croft, Hungerford on 3rd July to promote electric vehicles.
- HT20210040. Hungerford in Bloom – Refer to report** – Cllr Knight volunteered to show judges around the Hungerford entries. The committee decided to offer gardening vouchers for prizes this year and agreed the dates for the competition with an entry deadline of 21st June and judging day on Sat 3rd July.
- HT20210041. Maintenance of A338 – Any update from District Cllr D Benneyworth on maintenance schedules** – No update was received. **ACTION:** Place on next agenda.
- HT20210042. COVID19**
- **Any H&S issues of concern** - None
 - **Outcome of site meeting on litter problems** – **ACTION:** Clerk to contact WBC about how to address the human waste issue at Charnham Park Road. Litter bins have also been requested for the area. 5 recycle bins are now in situ at various locations in Hungerford.

Meeting closed 8.16pm

Report Ref:HT20210037

NOTES FROM PIGEON WORKING PARTY MEETING

WEDNESDAY 24th March 2021 11.00am

Present: Cllr Rob Chicken, Cllr John Downe (JD), Graham Brown (GB), Claire Barnes (Town Clerk), Helen Simpson (HS) and Hugh Pihlens

HS has spoken to the WBC district Councillors. The PPP have no power. There was an order on the Dods building to clean it up 2/3 years ago. The state of the Queen Anne building and the building above the butchers are also poor. There are plans to modernise above the butchers when the tenant is evicted.

The Rail bridge works are incomplete. **ACTION 1:** The Clerk is chasing NR to return to finish proofing some areas. There are unspiked girdles and a gutter on the eastern footway is a hot spot for roosting pigeons.

The dry cleaners and Crown Passage are also affected particularly as a knock on from improvements to the adjacent properties. **ACTION 2:** Contact the property owners to encourage netting, spiking

Maintenance is needed to the Town Hall balustrade and behind the flower boxes. Pigeons are nesting inside the porch high up. **ACTION 3:** Contact T&M to encourage netting, spiking repairs

There are still around 150 to 200 pigeons. It was suggested we create some publicity, amongst the high street shops of the pigeon improvement works done so far.

There does not seem to be a food source in the high street and it was suggested that the pigeons must be getting their food from surrounding fields.

The Working party recommends (proposed by HS, seconded by GB, AIF) to H&T the following **ACTIONS:**

- Continuance of a survey of the High St to observe problem areas and encourage property owners to put in place preventative measures such as spiking, netting.
- Pursuing Dr Topliss to net Dods property FOC
- Keeping Project Team active
- Exercising a cull

JD confirmed he is standing down from the working party.

Report Ref:HT20210038

Hungerford Town Council

Public Report to:

H&T 26th April 2021

Agenda Item

Orders for Christmas Trees 2021

Background

1) Small Trees

Jadecliff Limited, a local company who supply our small Christmas trees, have requested early orders. On further enquiry they have advised that our order is exceptional for them both in terms of number of trees and the transport element. An early order would enable them to make necessary arrangements well in advance and would hopefully result in our receiving the trees when we need them, as they often arrive later than we would wish. However, they have not issued their prices for 2021 yet and will not do so until June (at which time, they say "it will be first come, first served").

Last year we purchased a total of 193 trees and this year propose to purchase the same number: 140 pointed and 53 blocked.

2) Large Trees

Quotations have been obtained for the larger trees from Elvedon who have supplied trees in the past and Woods Farm who supplied them for the first time last year. Prices quoted include 1 x 30ft, 1 x 22ft, 2 x 10ft and 1 x 8ft trees, delivery and installation (of the 2 largest trees). We have asked for Norway Spruce, but only Woods Farm have quoted for this type of tree.

Elvedon: £4,080

Woods Farm: £2,045

Options

1. a) Place provisional order with Jadecliffe dependent upon price being acceptable when issued.
b) Place firm order in June, provided prices are acceptable.

2. a) Place order with supplier with lowest quote now.
- b) Place order later.

Recommendations –

- 1) Place order with Jadecliffe for small trees at earliest suitable date.
- 2) Place order with Woods Farm for the larger trees as soon as possible.

Sarah Chatters
23rd April 2021.

Report Ref:HT20210040

Hungerford Town Council

Public Report to:

H&T 26th April 2021

Agenda Item

Hungerford in Bloom

Background

The competition is usually launched at the Town Meeting but as this will not be held this year a launch date and method needs to be agreed. It is proposed that the 2021 competition is held in the traditional way, with judges visiting entrants gardens/premises on a specific day to judge.

A draft entry form is attached, listing all categories and judging criteria (which is the same as was used for the photographic competition last year).

A poster is also attached. It is proposed that the competition would be promoted by posters in noticeboards around the town, via social media and on our website. Last year's entrants would be informed and sent an entry form by email.

We are seeking new judges (from outside Hungerford) and Newbury Town Council have been helping with this. Their allotment steward who is also a florist has volunteered and their Green Spaces Working Group (who had a meeting on 22nd April) were going to be asked if any of them would like to volunteer.

The proposed deadline for entries is Monday 21st June and judging day, Saturday 3rd July. Judges are usually accompanied by a Councillor, who takes them somewhere for lunch. A Councillor lead is sought.

HAHA have confirmed that they will be holding a competition for allotment holders this year but have not decided on the format as yet.

Prizes are usually awarded for 1st, 2nd and 3rd places in each category (there are a total of 9 categories). In the past we have approached local businesses to donate prizes but last year HTC purchased garden centre vouchers as prizes: 1st - £20, 2nd - £15 and 3rd prize - £10.

The total expenditure was £210 but some categories were not entered or only had one entry, so it was not necessary to give the maximum number of prizes.

Actions required

- 1) Launch competition as soon as possible and publicise as outlined above and agree entry deadline and judging day dates.
- 2) Nominate a Councillor to lead.
- 3) Agree a policy regarding prizes, eg:
 - a) Request donation of prizes from local businesses or

b) Agree a budget for purchase of prizes.

Sarah Chatters
23rd April 2021.