

# HUNGERFORD TOWN COUNCIL

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**DRAFT MINUTES** of the **Highways and Transport Committee** meeting held on Monday 26<sup>th</sup> July 2021 at 7.00pm, in the Library, Hungerford

**Present:** Cllrs Chicken, Knight, Downe, Fyfe, Alford, Simpson, Shatford and Schlanker  
**In attendance:** Claire Barnes (Town Clerk)

- HT20210042. Apologies for absence – Cllr Hudson**
- HT20210043. Elect a Chairman**  
**Proposed:** Cllr Simpson  
**Seconded:** Cllr Alford  
**Resolution:** Elect Cllr Knight as Chairman
- HT20210044. Elect a Deputy Chairman**  
**Proposed:** Cllr Knight  
**Seconded:** Cllr Simpson  
**Resolution:** Elect Cllr Chicken as Deputy Chairman
- HT20210045. Propose co-option of Cllr Claire Winser onto H&T committee**  
**Proposed:** Cllr Knight  
**Seconded:** Cllr Alford  
**Resolution:** Co-opt Cllr Winser onto the H&T committee
- HT20210046. Declarations of interest – Cllr Chicken’s son runs Fuels Cells**
- HT20210047. Agreement of minutes of meeting held on 26<sup>th</sup> April 2021**  
**Proposed:** Cllr Knight  
**Seconded:** Cllr Downe  
**Resolution:** Minutes were determined as a true record. 2 abstentions
- HT20210048. Update on actions from previous meetings, not on this agenda (refer to report attached)**
- HT20210049. Christmas**
- **Tree orders – Receive update on orders –** Orders for smaller trees have been placed with Jadecliff. Concern was expressed over the quality of the main tree in a previous year.  
**ACTION 1:** Clerk to check situation with larger tree suppliers.
  - **Issuing of tender – Agree final details including map**  
**Proposed:** Cllr Simpson  
**Seconded:** Cllr Knight  
**Resolution:** Agree details of tender (as circulated) for installation/removal of Christmas Lights, with small alteration to read ‘employees’ not ‘men’.  
**ACTION 2:** Clerk to advertise tender document

- **Suggestion for a Christmas Lights competition** – The idea was welcomed but will need volunteers to support the office in running the event.  
**Proposed:** Cllr Knight  
**Seconded:** Cllr Chicken  
**Resolution:** Cllrs Shatford, Alford and Simpson will lead a group to organise a Christmas Lights competition in the town.

- HT20210050. WBC Local Climate Action Plan and update on Electric Vehicle Chargers Specification and installation in Hungerford – (refer to attached report)** Cllr Downe advised the WBC Climate action plan has been reissued. It is mainly based on what WBC is doing rather than the district as a whole. They are offering the ‘greening campaign’ and are running monthly parish meetings. Cllr Downe read through his report and asked that we lobby WBC for progress with EV Charging. Cllr Chicken mentioned Hydrogen fuel as an alternative option that could be considered.  
**Proposed:** Cllr Downe  
**Seconded:** Cllr Simpson  
**Resolution:** To write a request to WBC to pursue the points identified in Cllr’s Downe’s report.  
**ACTION 3:** Cllr Downe to draft a letter to go to local businesses  
**ACTION 4:** Write to WBC and to press (*proposal going to meeting on 2/8/21 first to obtain Full Council support in addition to H&T support*)
- HT20210051. Hungerford in Bloom – Feedback from competition and date of presentation** – It was reported there were an increase in entries this year and the judges were impressed with the standard. The Mayor is keen to pursue wildflower matting next year for areas such as the Charnham St roundabout. Could we enter best kept town?  
**ACTION 5:** Cllr Schlanker will investigate what other competitions Hungerford could enter.
- HT20210052. Footpath surveys and FOI request– Response from WBC on budgets and proposed work**  
The Clerk reported an update from Jon Winstanley following WBC’s board meeting on 13<sup>th</sup>. Jon advised a design will be put together this year for implementation in next year’s capital programme. The bid will be going in later this year for the funds, and he will keep us posted on progress.
- HT20210053. Consider support of the proposed extension of the Newbury – Bedwyn shuttle service to Pewsey and Westbury** – General support for this was voiced. If the service went to Westbury it could then travel on to Bath. Currently there is only a shuttle service outside rush hour.  
**ACTION 6:** Cllr Chicken will liaise with Bedwyn Group and report back.
- HT20210054. Consider offer from GWR to put up some signs to guide pedestrians between the Station and the bus stop outside the library. Objective is to join up buses and trains – see attachments** - The idea is to improve links between Hungerford and Marlborough.  
**Proposed:** Cllr Chicken  
**Seconded:** Cllr Knight  
**Resolution:** To support the principle to improve connectivity by way of appropriate signage.
- HT20210055. Background and update on Rail Station improvements – See report from Cllr Chicken**  
**ACTION 7:** Cllr Chicken and Cllr Downe to attend a meeting on 10<sup>th</sup> August with Network Rail. CIL money will be considered at Sept Full Council.
- HT20210056. Maintenance of A338 – Any update from District Cllr D Benneyworth on maintenance schedules (Cllr Benneyworth is out the country)**  
**Proposed:** Cllr Chicken  
**Seconded:** Cllr Knight  
**Resolution:** **ACTION 8:** Cllr Simpson will write a letter about the lack of enforcement of the rules concerning the footpath closure by Bewley and will send to press.

- HT20210057. Lancaster Park Roundabout (at Bewley site entrance) – Update on complaints relating to junction layout, speed limit and traffic lights**  
 We should receive an update from WBC in 2 weeks. A press release has been received from Bewley as follows:
- Issues with the roundabout were first identified by our Highways team at the end of last year and raised with the developer at the time. Concerns focused on one of the approaches being too narrow for HGVs to navigate and parts of the surfacing needing to be re-done to ensure rainwater runs off properly. The developer will be completing the work, and we are awaiting a start date from them. We expect them to start soon, however, and it will take around five to six weeks to complete. In the meantime, in the interests of safety, traffic lights have been put in place and will remain until the work is complete.”*
- Update on walking and cycling routes from new development and £50 vouchers for bike purchase – Cllr Downe advised Bewley are issuing vouchers.**
- HT20210058. Completion of S106 requirements and planning condition specified works – e.g. Bewley and Police station –** The Police Station conditions were discussed. Initially the idea was to widen the footway for pushchair use. Then the road was to be widened as HGVs struggle to turn in and out of the junction. We are now advised WBC can’t do any works because of the cost to move underground services. It was noted that HGVs can’t use Everland Road as an access to the industrial unit as it is a private road.  
**ACTION 9:** Clerk to ask where the S106 money is as the improvements haven’t been made.
- HT20210059. WBC Winter Service Plan – Any comments or changes suggested from last year –**  
**ACTION 10:** Clerk to highlight to WBC that Chestnut Walk is noted as being gritted but it is no longer a care home.
- HT20210060. Consider additional CCTV options/upgrade – See report**  
**ACTION 11:** Clerk to meet with Cllr Fyfe to discuss options.  
**ACTION 12:** Clerk to instruct a contractor to trim trees that are disrupting the signal, subject to permissions.
- HT20210061. Update following site visit with WBC regarding Tesco junction –** WBC is obtaining a quote for works to reduce the parking outside Coffee #1 by one space, (the nearest space next to the junction) and dedicate the next 2 spaces for EV charging. Low height cycle racks could be installed.  
**ACTION 13:** Clerk to ask if S106 money from Station Road can be used to fund the project.
- HT20210062. Any H&S issues of concern including COVID**  
**Proposed:** Cllr Downe  
**Seconded:** Cllr Simpson  
**Resolution:** **ACTION 14;** Clerk to ask WBC to remove Covid signs from high street
- Proposed:** Cllr Simpson  
**Seconded:** Cllr Schlanker  
**Resolution:** **ACTION 15:** Clerk to write a letter of support from H&T for Town & Manor, to continue with the Wednesday closure of the service lane outside the Town Hall for the safety of the weekly market.
- ACTION 16:** Cllr Shatford to take photo of the of the lifting tarmac by the pedestrian crossing near Atherton Crescent and send to the Clerk for her to report.
- **Update on request for WBC to site rubbish bins along Charnham Park Road –** The Clerk advised 2 bins have been installed.
  - **Consider any advice received from WBC on human waste issue –** None received

- **Update on Tesco Line marking** – Tesco resurfacing is part done. This is being carried out overnight.

Meeting closed 8.45pm

#### **UPDATE ON ACTIONS from H&T APRIL 2021**

1. Add footway survey to next agenda and outcome of FOI request– DONE
2. Add Croft Field Centre CCTV to next agenda – DONE
3. Add update from Cllr Simpson on Tesco line marking to next agenda – DONE
4. Cllr Chicken and Knight to carry out installation and supply survey for Christmas Lights – DONE
5. Add Maintenance of A338 to next agenda – DONE
6. Clerk to contact WBC for advice with human waste problem – DONE update on agenda

#### **HTC Requests to WBC re EV Charging**

As part of the Town Council's efforts to reduce carbon emissions and improve air quality in the town, Hungerford Town Council Highways and Transport Committee have been considering measures to ensure that EV ownership and usage is as unconstrained as possible for all car and van using residents of the town. The conclusion is that EV take up is likely to be most constrained where residents do not have access to off-street parking where they would be able to provide their own electricity supply to an EV Charge Point.

With EV ownership now starting to grow rapidly (8%+ of 2021 YTD new car sales, increasing model choices, tax and grant incentives and the looming 2030 petrol/diesel new sales ban) the significant proportion of Hungerford residences without off-street parking need to become EV owning enabled. Hungerford Town Council therefore asks WBC to urgently consider and implement the following actions:-

- 1. Lamppost / bollard kerbside charge points** – there are currently 8 of these operational in Hungerford. Usage is thought to be very low since their installation 2 years ago and without dedicated adjacent parking bays this is likely to remain the case. If residents cannot reliably access the points to charge their car to go to work they won't get an EV, and without more EVs the bays won't be dedicated!

**Requested Action. First** - start progressively allocating dedicated EV Only bays next to these charge points. Start with the charge point in **Park Street** (where there is a parking permit holding resident with an all electric car, and we understand there isn't space contention). The charge point in **Canal Walk** would be an additional good place. **Second** – pro-actively plan additional kerbside charge points around the town with dedicated parking bays at least for, say, the hours 6pm-9am.

- 2. "Fast" Charge Points planned to be installed in Station Road Car Park** – we understand that these 4x 7kW/22kW points will be installed soon for resident and visitor use.

**Requested Action.** Any Hungerford resident with a current paid WBC resident parking permit should be allowed free anytime access to the Station Road car park. The existing car park access uses an ANPR system which would just need the vehicle registration numbers for permit-holding residents to provide free parking access. Permit holders have already paid for their town parking. Then they could make use of the 4 charge points at times to suit their life styles.

- 3. Further car park based "Fast" or preferably, "Rapid"(50kW+) Charge Point Plans.**

**Requested Action.** WBC's charge point plans need to pro-actively prepare for the likely scenario whereby by 2025 around half new car sales are likely to be EVs and by 2030 that more than a third of vehicles in use will be EVs. Rapid charge points will allow greater throughput of vehicles using an individual charge point. Additional, faster charge points will be needed so that EV usage (and the resulting environmental benefits) are not constrained by charging capacity for on-street parking residents.

#### **4. Develop and implement a charge point booking system for Fast and Rapid charge points**

**Requested Action.** Set up a booking system for the "Fast" and "Rapid" charging points in car parks so that EV owners can be assured they will be able to get fuel as and when they need it. Oxfordshire's "Park and Charge" initiative provides a model for the availability of reliable, reservable charge points as a forward-looking enabler of EV usage.

#### **5. Expansion of the WBC car-sharing infrastructure**

**Requested Action.** Hungerford, with its rail and bus connectivity would provide an ideal opportunity to expand the planned WBC EV car sharing scheme beyond Newbury for potential use by low-car usage and low second-car usage households as well as visitors arriving and leaving by train.

#### **6. Sovereign Housing owned communal parking areas.** Hungerford has a significant population of residents who are tenants of Sovereign.

**Requested Action.** WBC need to be asking questions of Sovereign Housing as their main housing provider about how and when they will be enabling their residents to become EV users by providing charge point infrastructure on their parking estate.

FC202100123 CCTV

### **Hungerford Town Council**

**Report to:** 5<sup>th</sup> July Full Council and to H&T July 2021

**Agenda Item No FC202100123/HT20210060** Consider CCTV additional coverage

**Background** Some gaps in coverage have been identified in the middle of the high street and outside the library and public toilets. Our current system allows up to 16 channels and we have used 13 of these. A Panovu camera (360 degree) requires 4 channels.

**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)**

- a) The current cameras in Church St face up and down the street as requested by the Police. The public toilets and the entrance to the library are not captured. We have had quite a few instances of vandalism of the toilets in past years and again recently. **Install 2 fixed turret cameras. One opposite the library and one on the exterior wall of the library. Cost £1518.46**
- b) Rectify gaps in coverage along high street by installing a 360-degree camera opposite the junction to Park Street on Lamppost 13. **(See visual)**. Wireless link to be installed on lamppost outside Costa and other wireless links to be moved there from lamppost

outside Martin and the Magpie to avoid tree and provided unhindered wireless link. Upgrade to CCTV system would be needed to provide more channels.

**Cost for installation of Panovu 360-degree camera £3511.59**

- c) Cost to upgrade system, includes 8TB hard drive to allow extended recording, to **32 channels £1268.61** (minimum required if option b is agreed)

***or to 64 channels £1658.61 to future proof***

NOTE: CCTV at Croft Field on hold due to planned renovations and Triangle Field due to o/s lease

**Available budget (£s) including cost centre** £1888 in Ear Marked Reserves, CIL money or Contingency budget available

**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<sup>th</sup> June 2021