

# HUNGERFORD TOWN COUNCIL

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**Draft MINUTES** of the **Recreation, Amenities and War Memorials Committee** meeting held on Tuesday 21<sup>st</sup> September 2021 at 7.00pm, in the Library, Hungerford.

**Present:** Cllrs Simpson, Winsor, Knight, Alford, Lewis, Shatford and Schlanker.

Also, 3 members of the public (left meeting at 7.20pm).

In attendance: Sarah Hennessey (Deputy Town Clerk).

**RA2021043 Apologies for absence** – Cllrs Yakar-Wells, Mills and Fyfe. District Councillors Benneyworth, Cole and Rowles.

**RA2021044 Declarations of Interest** – Cllrs Alford and Schlanker (Item RA2021055).

**RA2021045 Agreement of minutes of meeting held on 20<sup>th</sup> July 2021 and update on actions:**

**Proposed:** Cllr Simpson

**Seconded:** Cllr Winsor

**Resolution:** To accept the minutes of 20<sup>th</sup> July 2021 as a true record. Two abstentions.

Update on actions: Suggestions for a memorial to Jack Williams – a bench has been ordered and this will be placed at Bridge Street War Memorial site. Cllr Simpson will speak to the Cricket Club regarding a trophy/dedication plaque at the Cricket Club. RBL are unable to make a donation towards the cost of the bench.

Tree inspection – the office is waiting for quotes from two companies regarding improving the rooting environment at the War Memorial Avenue. This will be considered at a future meeting. All other actions were completed.

The to-do list and maintenance list were read through.

**RA2021046 Croft Field Activity Centre**

– Review current processes regarding conditions of hire for CFAC in relation to Covid.

The current processes are working well, and the committee agreed to continue with these.

– Update on progress of planning application – The application has been submitted to WBC Planning. As agreed at F&GP, Kennet Design will engage with contractors and submit plans.

**RA2021047 Triangle Field**

– Consider quotes for replacing shower heads in changing rooms. No quotes have been requested.

**Proposed:** Cllr Winsor

**Seconded:** Cllr Lewis

**Resolution:** To obtain quotes to replace the shower heads in 2 changing rooms.

**ACTION:** Office to instruct a plumber.

– Consider quotes for improving security at the entrance to Triangle Field (report circulated).

**Proposed:** Cllr Knight

**Seconded:** Cllr Schlanker

**Resolution:** To install 3no. Manchester PU bollards complete with sub-surface coffin box at a cost of £4,100 + VAT.

**ACTION:** Office to confirm the bollard padlocks cannot be cut by a bolt-cutter.

- RA2021048 Skate Park** – This item was discussed following item RA2021044.  
– Consider future plans for improvements to Skate Park. At the Full Council meeting in September, councillors expressed unanimous support for the concept of improving the skate park and creating a pump track using CIL money. The members of the public (Ben Howells and two minors) were present to discuss ideas for the type of equipment that could be installed to attract users to the site and to attract various sources of funding. For example, if there was a facility for BMX riders, British Cycling might look more favourably at providing funding. Ben has been in contact with a company that specialise in the design and installation of skate parks, and they would be willing to come for an initial visit. He will arrange a site visit with the company and ask them to provide outline plans and approximate costings for discussion at a future meeting.  
– Consider forming a working party. It was felt there was no need to form a working party at this stage.
- RA2021049 Health & Safety – Including any other concerns relating to Covid19**  
– Committee to note Risk Assessment for Cemeteries (circulated). Noted by Committee.  
– Review reports of recent site walk rounds (circulated). Thanks were extended to those councillors who have carried out the walk rounds. Actions arising from the walk rounds have been delegated to the office and maintenance man.  
– Agree dates and times for remaining site walk rounds (schedule circulated). Councillors volunteered to undertake the remaining walk rounds, some dates have yet to be agreed.  
**ACTION:** Office to circulate inspection checklists to the councillors who are undertaking the walk rounds. Also, to circulate the completed Library inspection checklist to committee.
- RA2021050 Remembrance Sunday 2021**  
– Consider purchase of a Royal British Legion “Tommy”.  
**Proposed:** Cllr Winser  
**Seconded:** Cllr Knight  
**Resolution:** To purchase a pair of Lamp Post Tommy’s at a cost of £405.
- RA2021051 Allotments**  
– Committee to note proposed Variation to HAHA Constitution (circulated). Noted by Committee.
- RA2021052 Community of Hungerford Theatre Group**  
– Agree Theatre Company licence terms.  
**Proposed:** Cllr Simpson  
**Seconded:** Cllr Lewis  
**Resolution:** The committee agree to the new licence agreement, subject to the agreement being viewed by the council’s solicitor.  
**ACTION:** Clerk to forward to solicitor.
- RA2021053 Trees**  
– Update on Tree Program (report and updated tree program circulated).  
**Proposed:** Cllr Simpson  
**Seconded:** Cllr Winser  
**Resolution:** To remove the two ash trees at St Saviour’s Cemetery that are overhanging the road and starting to show signs of ash die back.  
**ACTION:** Quotes to be obtained.

## PART 2

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.

**RA2021054 Triangle Field**

– Update on response to latest solicitor’s letter and resultant actions. A letter was sent to HRFCs solicitor. The solicitor has acknowledged receipt.

**ACTION:** Cllr Winsor will contact the council’s solicitor to ask when would be an appropriate date to expect to receive a response from HRFC.

**RA2021055 Allotments**

– Discuss next steps regarding Marsh Lane lease renewal.

**Proposed:** Cllr Simpson

**Seconded:** Cllr Knight

**Resolution:** To request an extension of one year and one month to the lease, up to February 2024. Two abstentions.

Meeting closed at 9.10pm.