

HUNGERFORD TOWN COUNCIL

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DRAFT MINUTES of the **Recreation, Amenities and War Memorials Committee** meeting held on Tuesday 22nd March 2022 at 7.00pm, in the Library, Hungerford.

Present: Cllrs Simpson, Winsor, Knight, Alford, Fyfe, Shatford, Schlanker and Keates.
Also, two representatives from HAHA, Ted Angell and Andrew Downs (left meeting at 7.33pm) and one member of the public, Tim Price (left meeting at 7.50pm).
In attendance: Sarah Hennessey (Deputy Town Clerk).

RA2022015 Apologies for absence – West Berkshire District Councillors Dennis Benneyworth and James Cole.

RA2022016 Declarations of Interest – Cllr Nick Schlanker (Item RA2022018).

RA2022017 Agreement of minutes of meeting held on 18th January 2022 and update on actions:

Proposed: Cllr Simpson

Seconded: Cllr Keates

Resolution: To accept the minutes of 18th January 2022 as a true record. Two abstentions.

Update on actions:

Marsh Lane allotment site lease – A meeting had been held with all interested parties and there is confidence that matters regarding the lease will progress positively.

ACTION: Town Clerk to chase progress of a formal agreement.

Repair of fence at Smitham Bridge Playground – this has still not been repaired.

ACTION: Office will chase Network Rail to ask for a date of repair.

Replacement of fence panels at the Cemetery – A quote has been obtained from a contractor to replace the 2 missing panels. The neighbours are in the process of obtaining a quote for replacing the whole fence. To be brought back to a future R&A meeting for discussion.

Smarten Up Hungerford – Cllr Simpson confirmed that the SUH group has not ceased to operate and will continue with their excellent work throughout the town.

All other actions were completed.

The to-do list and maintenance list had been circulated prior to the meeting. The committee acknowledged the large amount of work undertaken by our maintenance man.

ACTION: Cllr Simpson will speak to the Town Clerk regarding a revamp of these lists with the aim of making them more informative and relevant.

RA2022018 Allotments

Report from HAHA.

Ted Angell thanked the Mayor and Town Clerk for organising the successful meeting regarding the Marsh Lane allotment site lease. He will report the positive progress made to the plotters. Fences on the east and west boundaries at Marsh Lane are in poor condition. This is being monitored.

Following the HTC health and safety inspection at the Fairfields site, HAHA is proposing to replace the existing grassy sloping pathway leading from the entrance gate, with a compacted path. A quote has been requested and HAHA is hoping to set up a project on The Good Exchange to assist with funding.

The sheds at Fairfields (with the exception of the old laundry block) are the responsibility of HAHA and the condition of the sheds is causing concern. HAHA is working on a plan to improve the whole site.

Andrew Downs reported that all the rental income has been received this year. The level of renewals has been considerably less this year, but because of the numbers on the waiting list, occupancy is now up to 94% at Marsh Lane and 87% at Fairfields.

The rent for the Fairfields lease (£1 per annum) is due on the 1st February each year and HAHA has now paid 5 years rent in advance. **ACTION:** HTC office to confirm the £5 has been paid to Sovereign (the landlords).

RA2022019 Croft Field Activity Centre

Agree increase in CFAC hire charges from 1st April 2022 in line with RPI – see report.

Proposed: Cllr Simpson

Seconded: Cllr Winser

Resolution: To increase the hire charges from 1st April 2022 in line with RPI. The session charges including VAT to be rounded up to nearest pound.

Consideration of any hire charge for use of CFAC by NHS West Berkshire for Covid vaccinations.

Proposed: Cllr Simpson

Seconded: Cllr Winser

Resolution: To allow the use of CFAC for 3 days a week for 8 weeks at a charge of £50 per day. The CFAC not to be used by the NHS on Saturdays when there is a prior booking.

RA2022020 Skate Park (Taken after Item 18)

Update on skate park improvement project including responses to questionnaire and agree to go out to tender – see report.

Thanks were extended to Tim Price who has produced a site survey plan of the skate park. It was suggested that this could be included in the tender document.

Proposed: Cllr Simpson

Seconded: Cllr Knight

Resolution: To go out to tender subject to members of the committee being sent a draft copy of the tender document for any comments before the tender document is released.

RA2022021 Leisure Strategy Update

Work is proceeding on drawing up the Heads of Terms on the land which is to be used for sport and recreational use.

RA2022022 Triangle Field

Consider contractors quotes for external and internal maintenance works at the Triangle Field.

A quote has been received from a contractor, but Cllr Simpson advised that our maintenance man may be able to take on these works as he now has more hours available to work for HTC.

Proposed: Cllr Simpson

Seconded: Cllr Shatford

Resolution: Not to appoint a contractor for the works but to pay our maintenance man overtime if he agrees to undertake the external and internal works. **ACTION:** Town Clerk to ask our maintenance man if he will take on the work.

Receive update on installation of security bollards at entrance to TF and consider contractor's request for reimbursement – see private report.

Proposed: Cllr Winser

Seconded: Cllr Fyfe

Resolution: Request the contractor repays the sum already paid to them by HTC for the purchase of the obsolete bollards. Reimburse the contractor for half of the re-stock charge and half of the labour charge for the day they attempted to fit the bollards.

The committee will reconsider the situation regarding the installation of security bollards at the site.

RA2022023 **Trees – update on tree planting plan and inspection of trees**
The arboriculturist has advised the tree planting plan and inspection of trees at the cemetery will be undertaken in the spring.

RA2022024 **St Saviour’s Cemetery**
Agree annual increase to cemetery fees in line with RPI – see report.
Proposed: Cllr Simpson
Seconded: Cllr Fyfe
Resolution: To increase fees from 1st April 2022 by 7.8%.

Consider request to install a memorial plaque – see private report.

Proposed: Cllr Winsor
Seconded: Cllr Simpson
Resolution: To allow a memorial plaque to be sited in the location requested by the family.

Consider contractors quotes to replace fence panels. See above under update on actions.

RA2022025 **Play Parks**
Consider quotes to replace seesaw at Smitham Bridge Play Park – see report.
Proposed: Cllr Fyfe
Seconded: Cllr Shatford
Resolution: To accept the quote from Wicksteed in the sum of £8,940.15 + VAT for a replacement seesaw. Money from EMR Play Equipment budget.
ACTION: Item to be placed on next FC agenda for approval as proposed expenditure over £5,000.

RA2022026 **Consider the setting up of a Hungerford Youth Working Party – Cllr Alford**
The working party would consist of Town Councillors and those in the community who are keen to work with young people through the schools, youth centre and community groups. The idea would be to encourage young people to bring their aims and objectives to R&A meetings for discussion.
Proposed: Cllr Alford
Seconded: Cllr Shatford
Resolution: To proceed with setting up a Hungerford Youth Working Party.

RA2022027 **Health & Safety – Including any other concerns relating to Covid-19**
The number of Covid infections at the John O’Gaunt school is very high with the school currently only open to Year 11 pupils.

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.

RA2022028 **Triangle Field – update on progress of new lease**
The amended lease has been sent to the third party who will be meeting to discuss it this week. The third party will be reminded that the Council is not open to any further changes.

RA2022029 **Swimming Pool House update**
The tenants are happy with the improvements that have been made. A meeting has been arranged with the previous letting agent to discuss this matter.

Meeting closed at 9.00 pm.