

# HUNGERFORD TOWN COUNCIL

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**MINUTES** of the **F&GP Meeting** held on Wednesday 13<sup>th</sup> July 2022 at 7.00pm in The Library, Hungerford.  
**Present:** Cllrs Winser, Knight, Shatford, Simpson, Fyfe and Schlanker. Also, Clerk and RFO

- FGP20220053** **Apologies for absence** – None
- FGP20220054** **Declarations of interest** – Cllr Knight (Hungerford Library/Hub, Hungerford Bowls Club)
- FGP20220055** **Minutes - To approve and sign the minutes of the F & GP meeting on 11<sup>th</sup> May 2022**  
**Proposed:** Cllr Winser  
**Seconded:** Cllr Simpson  
**Resolution:** Minutes were agreed as a true record. One abstention.
- FGP20220056** **Receive an update on actions** – Check on action 48. All other actions are complete.
- FGP20220057** **Propose acceptance of bank reconciliation**  
**Proposed:** Cllr Winser  
**Seconded:** Cllr Simpson  
**Resolution:** Agree bank reconciliation totalling £695,120.95
- FGP20220058** **Consider reallocation of CIL money for recommendation to Full Council following any response from West Berks Council on funding for the JOG pitch project** – Defer until August Full Council.
- FGP20220059** **Propose transfer of funds to earmarked reserves - refer to report**  
It was noted the installation of wildflower matting that WBC were arranging on the roundabout opposite the Co-op garage and by the welcome sign has not happened. WBC had agreed to fund this.
- ACTION:** Clerk to escalate with WBC and District Cllrs.  
It is presumed HTC will need to provide matched funding towards a recent successful member's bid for further wildflower matting on the A4 going west however WBC has yet to confirm this and how much. HTC would not wish to pay as much as £5k.
- ACTION:** Reconsider for next year's budget when we have further details.  
**Proposed:** Cllr Winser  
**Seconded:** Cllr Simpson  
**Resolution:** Re-allocate legal fees from JOG pitch project to Youth & Community Centre Lease.  
**Proposed:** Cllr Simpson  
**Seconded:** Cllr Knight
- ACTION:** **Resolution:** Earmark £2,500 funds towards the feasibility study in case the CCIF bid for the study is successful. Use £1721 unallocated CIL money and remainder from JOG pitch project. No funds were agreed for the painting of the footbridge CCIF bid.
- FGP20220060** **Consider small amendments to grant allocations and new requests – refer to circulated report**  
**Proposed:** Cllr Winser  
**Seconded:** Cllr Shatford  
**Resolution:** Donate £168 to the scouts.

**Proposed:** Cllr Winsler  
**Seconded:** Cllr Simpson  
**Resolution:** Donate £465 to the Hungerford Club. One abstention (Cllr Knight)

**Proposed:** Cllr Knight  
**Seconded:** Cllr Shatford  
**Resolution:** Donate £100 to the Corn Exchange, Newbury.

**Proposed:** Cllr Knight  
**Seconded:** Cllr Shatford  
**Resolution:** Donate £500 to the Shoal of Friends

Nothing was agreed for the church and the grant for the Brownies is still to be confirmed waiting more info. Some money should be held back for Christmas events.

**ACTION:** RFO to make grant payments.

**FGP20220061 Review of effectiveness of safeguarding public money – refer to document**

**Proposed:** Cllr Winsler  
**Seconded:** Cllr Simpson  
**Resolution:** Agree document.

**FGP20220062 Review of deposits held – Consider recommendations in report**

**Proposed:** Cllr Winsler  
**Seconded:** Cllr Knight

**ACTION:** **Resolution:** Accept RFO's recommendations for reinvestment with Close Bro and transfer to Newbury Building Society of £200k.

**FGP20220063 Propose adoption of Internal Control document – It was advised that in addition to the internal auditor checks, councillors should review internal controls in place.**

**ACTION:** Committee members to review the document and bring back any changes to RFO by the end of August.

**FGP20220064 Croft Field improvement Project – Propose proceed to tender under delegated authority from Full Council**

**Proposed:** Cllr Winsler  
**Seconded:** Cllr Simpson

**ACTION:** **Resolution:** Proceed to tender. Clerk to instigate.

**FGP20220065 Formal notification of intention to install an Air Source Heat pump in the Hub – Cllr Knight advised the current gas boiler is failing and the Hub would like to replace it with a green option. Permission has been received from WBC. The cost is £10,800. The Good Exchange has approved the grant application and 'green' grants may be available. The Hub paid for an EPC and the environmental rating for the building is B.**

**Proposed:** Cllr Winsler  
**Seconded:** Cllr Shatford

**Resolution:** Support the aspiration of the Hub to fit an ASHP. Review their fundraising progress at a later date and consider any shortfall then. One abstention (Cllr Fyfe).

## **Confidential PART 2**

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.

**FGP20220066 Note Staff toil and holidays – Employee: 1 (24.75 hrs), 2 (0), 13 (1 hr), 14 (16.5 hrs), 15 (2hrs). ACTION: TOIL for Employee 1 to be paid in July salary.**

**Proposed:** Cllr Winsler  
**Seconded:** Cllr Shatford

**ACTION:** **Resolution:** Pay employee 14 for 1.75hrs for May FC attendance.

**FGP20220067 Update on debtors – An update was received.**

**FGP20220068 Induction – update. Month one completed. Month three due soon.  
Meeting closed 8.19pm**