

# HUNGERFORD TOWN COUNCIL

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**DRAFT MINUTES** of the **Highways and Transport Committee** meeting held on Monday 28<sup>th</sup> March 2022 at 7.00pm, in the Library, Hungerford

**Present:** Cllrs Knight, Chicken, Downe, Fyfe, Alford, Hudson, Schlanker, Winser and Carlson.  
**In attendance:** Claire Barnes (Town Clerk), representative from Newbury News, and one prospective councillor.

- HT20220011. Election of Chair**  
**Proposed:** Cllr Downe  
**Seconded:** Cllr Winser  
**Resolution:** Cllr Nick Schlanker elected as chair, as Cllr Knight is standing down.
- HT20220012. Apologies for absence** – Cllrs Simpson, Hudson and Shatford  
Also, from, District Cllrs Dennis Benneyworth and James Cole.
- HT20220013. Co-option of Cllr Keith Carlson onto the committee**  
**Proposed:** Cllr Winser  
**Seconded:** Cllr Chicken  
**Resolution:** Cllr Keith Carlson co-opted onto the committee
- HT20220014. Co-option of Mark Greenwell onto the committee**  
**Proposed:** Cllr Winser  
**Seconded:** Cllr Chicken  
**Resolution:** Mark Greenwell co-opted onto the committee
- HT20220015. Declarations of interest** – None
- HT20220016. Agreement of minutes of meeting held on 24<sup>th</sup> January 2022**  
**Proposed:** Cllr Knight  
**Seconded:** Cllr Chicken  
**Resolution:** Agree minutes as a true record. Two abstentions.
- HT20220017. Update on actions from previous meetings, not on this agenda**  
A risk assessment on salt bins has been completed.
- HT20220018. Consider next set of lampposts to be upgraded – Refer to report**  
**Proposed:** Cllr Winser  
**Seconded:** Cllr Downe  
**Resolution:** Recommend to Full Council to proceed with works to upgrade the list of streetlights for adoption by West Berks Council and as shown in the attached report (excluding the streetlights at Prospect Road and South View for now – due to budget constraints) at an approx. cost of £31,500 primarily financed by earmarked funds currently standing at £30,134.54.
- ACTION:** Add to Full Council agenda to ratify the above.

- ACTION:** West Berks Council will not upgrade and adopt 31 of the lampposts due to their location. Find out if they can still be upgraded by WBC or another contractor.
- HT20220019.** **Receive information on use of new recycling bins, consider marketing campaign – see attached**  
**Proposed:** Cllr Schlanker  
**Seconded:** Cllr Chicken
- ACTION:** **Resolution:** Request WBC keep the recycle bin outside One-stop as there are rubbish bins there also and it is well used. Advertise (with the help of HEAT) through social media and press the correct use of the recycling bins and consider more labelling on the bins. The recycling bin already has a hole shaped for its contents which should only be plastic bottles and cans.
- HT20220020.** **Hungerford in Bloom competition – launch at Town meeting, refer to report**  
Cllr Winsor volunteered to help on 2<sup>nd</sup> July. A second volunteer is needed to help promote awareness. It was hoped someone may come forward at the Town Meeting.  
**Proposed:** Cllr Schlanker  
**Seconded:** Cllr Downe  
**Resolution:** Accept the report as written (subject to updating numbers 15 and 16 in the rules)
- HT20220021.** **Receive update from working party on purchase of a moveable Vehicle Activated Sign and 20mph speed limit considerations** - The signs have been ordered. The Risk Assessments and site surveys are being carried out for 10 locations by the team and should be complete by 8<sup>th</sup> April. The working party will meet again in mid-April.
- HT20220022.** **Propose agreement and signing of the deed to licence Town Council to use SIDs**  
**Proposed:** Cllr Schlanker  
**Seconded:** Cllr Carlson  
**Resolution:** Agree licence (two councillors signed the document which was witnessed by the clerk).
- HT20220023.** **Update on feedback from WBC on HTC’s requests regarding Electric Vehicle Chargers – Cllr Downe** – SSEN are the reason for the hold up. We are one year on and still have no installation date. One rapid and two fast chargers are due to be installed at the station.
- ACTION:** Continue to chase WBC.
- HT20220024.** **Railway Station – Receive any updates from Cllr Chicken on: - Installation of gate for access to area north of London platform for maintenance and application for grant to support the above** – Cllr Chicken advised although we are a member of Community Rail Network there is another organisation we should join. He is having a meeting with Edward Goose of GWR this week so will chase.  
Cllr Fyfe referred to an update article written by Penny post on the car parking situation at the station. Cllr Fyfe has altered it to show demand for the car park is now increasing after a quiet period during Covid. Last Thursday the car park was full. Public should be aware that although the barrier is raised after 7pm you will still need to pay on exit otherwise you can be fined. He stressed the need to retain station car parking spaces for public use and that private parking for developments in the area should not encroach on these. Bedwyn Train Passenger Group have an on-going campaign for return of IETs to provide direct links to Paddington. They are an active group that have influenced timetables in the past. The problems stem from 10% cuts to costs imposed on all train operators. Some direct services will be offered in the morning. Shuttle services don’t always connect in the afternoon. The numbers of direct services have depleted considerably.  
**Proposed:** Cllr Schlanker  
**Seconded:** Cllr Chicken
- ACTION:** **Resolution:** Cllr Knight to draft a letter to MPs, Department of Transport, District Cllrs, Leader of WBC and CEO of WBC in support of the campaign.

HT20220025.

**Any progress to report from West Berks Council on: -**

**Tesco junction improvement** – This is scheduled for the end of April, early May.

**Proposed:** Cllr Fyfe

**Seconded:** Cllr Winser

**Resolution:** Accept plans and date for implementation

**Footpath surveys and proposed work** – WBC has asked what our priorities are for the £200,000 funding allocated.

**Proposed:** Cllr Fyfe

**Seconded:** Cllr Winser

**ACTION:**

**Resolution:** Advise WBC our priorities in order are: -

- 1) A338 southbound
- 2) A338 northbound
- 3) A4 westbound

It was further added that the £200,000 should be for the improvements outlined in Cllr Fyfe's survey and *not* for additional problems such as the poor resurfacing identified recently at Clark's Gardens and Cold Harbour Road, or the footway problems in the Croft, which should be funded separately.

HT20220026.

**Any H&S issues of concern including COVID**

- **Update on additional bin at layby** – There are two bins in the layby already not be used so WBC will not install a third.

**Proposed:** Cllr Schlanker

**Seconded:** Cllr Knight

**ACTION:**

**Resolution:** Cllr Knight to contact payback team to litter pick.

**Proposed:** Cllr Schlanker

**Seconded:** Cllr Knight

**ACTION:**

**Resolution:** Reinstate HTC annual litter picks.

- **Report of rubbish at Tealgate** – The Clerk has responded to the complaint. WBC are in touch with the private owner.

**ACTION:**

- **Speeding on the Wantage Road** - Cllr Schlanker to reply to the letter of complaint.

- **State of Church St and the Croft footways – see report** – Cllr Simpson added she had been contacted by someone that had broken both wrists whilst falling by the Fire Station. Cllr Downe walked with a member of public to witness the problems of using a walker along the footways. The general state of the footways is very poor.

**ACTION:**

Cllr Simpson will report the Volvo illegally parked that is causing a safety issue.

**Proposed:** Cllr Schlanker

**Seconded:** Cllr Simpson

**ACTION:**

**Resolution:** Request WBC do a feasibility study to continue a footway under the bridges for both roads in and out of the Croft, where the Surgery and Nursery are located. The footway needs to be wide enough for pushchairs. Safety should take priority over parking spaces particularly given the type of pedestrian traffic.

- **Complaint about surface of Coldharbour Road/Clark's Gardens** – Residents have complained. The resurfacing is atrocious and has been applied unevenly on a dirty surface, splashing up people's walls and over drain covers.

**Proposed:** Cllr Schlanker

**Seconded:** Cllr Simpson

**ACTION:**

**Resolution:** Pursue District Cllrs for an update and a meeting with WBC.

- **Complaint about pigeons**

**Proposed:** Cllr Chicken

**Seconded:** Cllr Simpson

**ACTION:**

**Resolution:** Continue with culling. All in favour.  
Meeting closed 8.30pm

**Public Report to:**

H&T 28<sup>th</sup> March 2022

**Agenda Item**

Hungerford in Bloom 2022

**Background**

Using the same format as in 2021, it is proposed to launch the Hungerford in Bloom 2022 at the Town Meeting on 30<sup>th</sup> March

A draft entry form is attached. There has been one change to the entry form in that the wording in Section 13 has been amended to clarify how the Margaret Wilson Memorial Trophy will be awarded.

Also attached is a poster to be used to promote the event in noticeboards around the town, via social media and on our website. Last year's entrants will be informed and sent an entry form by email.

We are seeking two judges (from outside Hungerford).

The proposed deadline for entries is Monday 20<sup>th</sup> June and judging day, Saturday 2<sup>nd</sup> July. Judges are usually accompanied by a Councillor and Councillor lead is sought.

Prizes are usually awarded for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> places in each category (there are a total of 9 categories). In the past we have approached local businesses to donate prizes but in 2020 and 2022 HTC purchased garden centre vouchers as prizes: 1<sup>st</sup> - £20, 2<sup>nd</sup> - £15 and 3<sup>rd</sup> prize - £10. The total expenditure on prizes was £275 but some categories were not entered or only had one entry. The maximum cost of prizes as above would be £405.00. It is also customary to give the judges a bottle of wine as a token of thanks. In 2021 they were each given a £10 wine voucher from Naked Grape. Judges are also taken for a light lunch by the accompanying councillor.

**Actions required**

- 1) Launch competition at Town Meeting, 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  
21<sup>st</sup> March 2022.

# Hungerford in Bloom 2022

## Entry Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_

### Contact details

Telephone number: \_\_\_\_\_

Email address: \_\_\_\_\_

The information that you provide will only be used for the purposes of contacting you about the Hungerford in Bloom competition this year and to notify you of next year's competition.

### **Class(es) to be entered (please tick to indicate)**

#### **1. Private residential property**

Front garden<sup>1</sup>

Back garden<sup>1</sup>

Courtyard Garden<sup>2,4</sup>

**2.**  **Volunteer Garden<sup>3</sup>**

**3.**  **School**  
Garden<sup>1</sup>  Container<sup>4</sup>

#### **4. Commercial Premises**

Public Houses<sup>5</sup>  Any Other Commercial<sup>7</sup>

Shops<sup>8,9</sup>

*Please see schedule overleaf for clarification of categories, judging criteria and prizes*

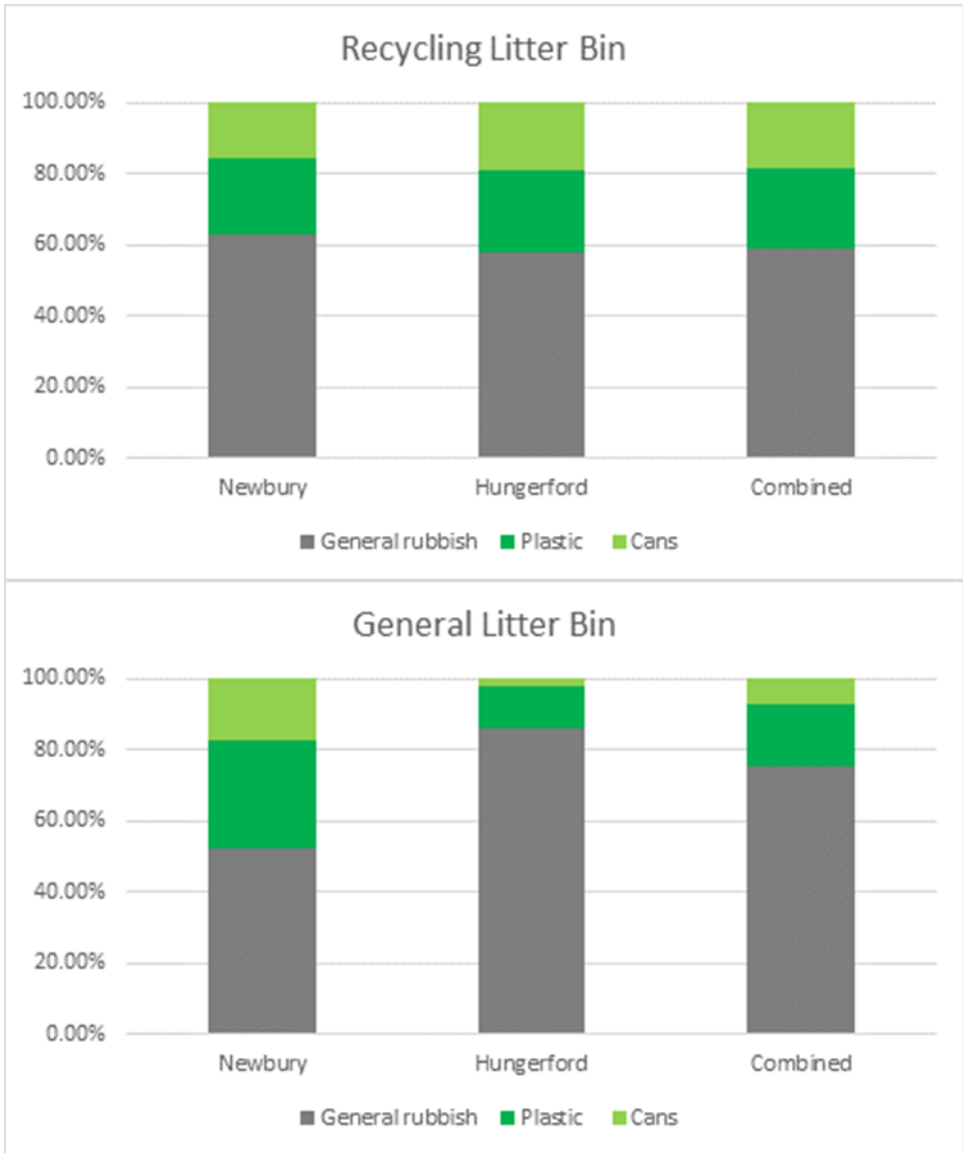
Please return this form to [admin@hungerford-tc.gov.uk](mailto:admin@hungerford-tc.gov.uk) or call 01488 686195

## Entry Categories

1. **Garden** means an area with beds / borders / lawns etc. A garden can also include containers.
2. **Courtyard Garden** has hardstanding and comprises mainly containers.
3. **Volunteer Garden** is any area tended by volunteers.
4. **Container** can be any vessel used to grow plants in. This includes baskets, pots, troughs and planters but also more unusual containers, for instance wheelbarrows, wellies etc
5. **Public Houses** are eligible to enter if they are within the bounds of Hungerford town.
6. **Shops** includes all retail outlets including car showrooms.
7. **Any Other Commercial** includes all other commercial premises within the bounds of the town including those on business parks.
8. Any elements of the display provided by HTC will be excluded from judging.
9. Displays must last for the duration of the season for which they are intended as far as possible, ie, summer displays June/July.
10. Entries will be accepted from anyone providing their entry complies with this schedule.
11. Entries will be scored on the following criteria: colour, variety of planting, maintenance, originality and overall impact.
12. Prizes will be awarded for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> places.
13. Each prize winning place will be awarded points (3 points for a 1<sup>st</sup> place, 2 points for a 2<sup>nd</sup> place and 1 point for a 3<sup>rd</sup> place). The Margaret Wilson Memorial Trophy will be awarded to the entrant who achieves the highest number of winning place points. In the case of a draw, the Trophy will be awarded to the entrant with the highest total score from the judges (as in 11) in the categories in which they have won a prize.
14. The Judges' decision is final.
15. Entry forms must be submitted to HTC office by email or hard copy by 5pm on Monday 20<sup>th</sup> June 2022
16. Judging will take place on Saturday, 2<sup>nd</sup> July 2022.

West Berks Council have recently completed some sampling of the materials collected in town centre recycling and litter bins for Hungerford and Newbury.

In summary, about 42.24% of the waste in the recycling litter bins in Hungerford is recyclable, compared to about 36.95% in Newbury (please see graphs below).



The level of contamination remains high and it is not cost-effective to achieve recycling for the dry recyclables collected. Consequently, they are being sent to energy from waste facilities for energy generation. The metal cans can then be extracted with other metals from the incineration bottom ash for recycling. Whilst recycling is not currently feasible, energy recovery is an environmentally better option than landfilling. These bins are also helping to reduce littering in and around the town centres.

As we emerge from the pandemic, there would be more opportunities for us to work together to educate residents and town centre visitors so that they can use the recycling bins better to reduce contamination. This will hopefully help us to get to a point in future where recycling of the bin contents could become viable. At this time, I would recommend that we continue with the provision of the recycling bins because contamination of on-the-go recycling bins is a nationwide issue and we have to build momentum for positive change, where this is possible. Unless you wanted to, I will not recommend the expansion of the recycling bin provision until we have improved the usage of the existing recycling bins.



# Hungerford in Bloom 2022

**Hungerford Town Council would like to invite residents, community groups and businesses to enter this year's competition**

**To enter** please call HTC on 01488 686195, or email [admin@hungerford-tc.gov.uk](mailto:admin@hungerford-tc.gov.uk) or download an application form from the News page of Hungerford Town Council website [www.hungerford-tc.gov.uk](http://www.hungerford-tc.gov.uk) or collect a copy from HTC Office

**Closing date for entries: 20<sup>th</sup> June 2022**

**Judging date: 2<sup>nd</sup> July 2022**



**Hungerford Town Council****Public Report to:** H&T, 28<sup>th</sup> March 2022**Agenda Item No:** HT20220018

**Background** The Council originally owned 105 streetlights around the town. When West Berkshire Council (WBC) upgraded the lights a few years ago these lights were excluded from that process. HTC agreed the process of upgrading these lights over a period and WBC have agreed to adopt them upon completion.

**Objective** What the council wants to achieve and when We have 62 streetlights left in HTC's responsibility (slightly less than we thought – see updated spreadsheet). Initially when this project was looked at WBC said not all would be easy to update and transfer due to their spacing needing to conform to their requirements. HTC wish to upgrade for WBC adoption as many of the streetlights as possible.

**Current situation** WBC has advised 31 HTC streetlights are not suitable to be transferred into WBC ownership. This is for a range of reasons, such as not being located on the highway, or being in a rural location that does not warrant a full street lighting scheme, notably the lights in Hungerford Newtown. I'm not sure if there is any other solution to this in the future.

**Please see table below for an outline of the proposed works which would transfer the other 31 (suitable for upgrade) streetlights into WBC responsibility.** The estimated costs do not include any traffic management that may be required. HTC would need to cover the cost of TM, but WBC don't see us requiring any so this shouldn't be an issue. If there was a requirement on some of the locations, it would only be short duration and therefore the costs would not be significant.

WBC are happy to consider Bulpit Lane for the next stage of upgrades as there is a faulty light down there that requires replacing anyway. Other than that WBC has no preference in terms of which order these are done in and have suggested if we advise how much we wish to spend on lighting this financial year, they will choose the locations accordingly. They would hope to do as many as are required this year, all of them if necessary.

There is a requirement to install a brand-new light outside number 8 Church Way, and WBC would appreciate if the Town Council could consult with the resident there, and a few houses either side, to make sure they are happy with this before we carry out any works.

**Options (including quotations)** WBC have outlined a few options for the suggested next part of the project at Bulpit Lane below:

- 1) Replace pole bracket (no. 3) and re-use existing lantern, remain in HTC ownership. Approx. £600
- 2) Replace pole bracket (no. 3) and fit new LED lantern, remain in HTC ownership. Approx. £800
- 3) Replace lights 1, 2 & 3 with new brackets, lanterns and telecells, passed to WBC ownership. Approx. £2,900. WBC would like to deal with street light number 4 near the football ground separately as this is a heritage style streetlight.
- 4) Recommend to FC option 3 above plus as many upgrades as possible specified in the table below within current budget and to complete all 31 upgradable lampposts once budget is available.

**Available budget (£s) including cost centre** The Council has been putting funds aside to cover these upgrades. The total cost quoted to upgrade 31 streetlights is £39,500. We have £30,134.54 currently so will need to find another £10k approx. to complete them.

**Other information** This project reduces our liability and future costs and reduces energy consumption. **Recommendation** Suggest option 4 **Signed:** Town Clerk 28/3/2022

**Hungerford Footway Lighting Inventory (updated 23/3/22)**

ID No	Road	Location					
			The 31 Highlighted are on the list to be upgraded				
			The 31 not highlighted can't be upgraded				
1	Barnards Court	on f/p r/o flats nos 1/2					
1	Breach Square	opp No 62					
2	Breach Square	opp No 46					
1	Bulpit Lane	o/s no 1					
2	Bulpit Lane	o/s no 15					
3	Bulpit Lane	opp no 33					
4	Bulpit Lane	opp Football Ground					
1	Church Way	opp no 5					
2	Church Way	o/s no 11 j/w Homefield Way					
3	Church Way	o/s no 13/14					
4	Church Way	o/s no 18					
5	Church Way	o/s garages					
6	Church Way	opp Atherton Hill					
7	Church Way	o/s No 24					
8	Church Way	by Moores Place					
9	Church Way	opp Chilton Way					
10	Church Way	opp Honey Fields					
11	Church Way	opp Cherry Grove					
12	Church Way	nr Chuch Street junc.					
1	Honeyfields	o/s No 5					
2	Honeyfields	o/s No 11					
3	Honeyfields	o/s No 23					
4	Honeyfields	opp No 27					
5	Honeyfields	nr Church Way junc.					
1	Lambourn Road	opp Tally Ho P.H.					
1	Marsh Lane						
2	Marsh Lane						
3	Marsh Lane						
3A	Marsh Lane	nr railway bridge					
4	Marsh Lane						
5	Marsh Lane						
6	Marsh Lane						
7	Marsh Lane	o/s Marsh Cottage					
1	Marsh Lane Play Area	in play area					
1	Post Office Road (Hungerford)	o/s Haven Cottage					
2	Post Office Road (Hungerford)	nr Old Post Office					
3	Post Office Road (Hungerford)	nr Old Post Office					
4	Post Office Road (Hungerford)	A338 junc.					
1	Priory Place	o/s no 10					
1	Prospect Road	nr Church Street					
2	Prospect Road	o/s Oakdene					
3	Prospect Road	nr no 29					
4	Prospect Road	nr Honeyfield					
5	Prospect Road	o/s no 23					
6	Prospect Road	opp no 12					
1	Radley Road (Hungerford)	by school					
2	Radley Road (Hungerford)	o/s Larkrise					
3	Radley Road (Hungerford)	o/s Hawthorne Rise					
4	Radley Road (Hungerford)	o/s Kingsmead					
5	Radley Road (Hungerford)	nr phone box					
1	Salisbury Road	nr cycle shop					
1	Sarum Way	o/s no 5					
2	Sarum Way	o/s no 13					
3	Sarum Way	o/s no 22					
1	South View	opp no's 8/ 9					
2	South View	opp 15/16					
1	The Forge (off Bridge Street)	nr John o' Gaunt P.H.					
2	The Forge (off Bridge Street)	o/s Bordens Carriage					
1	Upper Eddington	opp no 12					
2	Upper Eddington	opp no 5					
3	Upper Eddington	opp no 4					
4	Upper Eddington	s/o no 19 at dead end					

