

HUNGERFORD TOWN COUNCIL

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DRAFT MINUTES of the **Recreation, Amenities and War Memorials Committee** meeting held on Tuesday 18th January 2022 at 7.00pm, in the Library, Hungerford.

Present: Cllrs Simpson, Knight, Alford, Mills, Fyfe, Schlanker and Lewis (arrived 7.18pm).
Also, Councillor Jerry Keates, Mark Greenwell (left meeting at 8.05pm).
In attendance: Sarah Hennessey (Deputy Town Clerk).

RA2022001 Apologies for absence – Cllrs Yakar-Wells, Winser and Shatford. District Councillor Cole.

RA2022002 Consider co-option of councillors to the committee
Proposed: Cllr Simpson
Seconded: Cllr Knight
Resolution: To co-opt Cllr Keates on to the R&A committee.

RA2022003 Declarations of Interest – None.

RA2022004 Agreement of minutes of meeting held on 16th November 2021 and update on actions:
Proposed: Cllr Simpson
Seconded: Cllr Schlanker
Resolution: To accept the minutes of 16th November 2021 as a true record.

Update on actions:

A site meeting at Fairfields allotment site to be set up with the site landlords (Sovereign) – Sovereign have informed us the responsibility for the sheds and paths lies with HTC.

ACTION: Office will liaise with HAH regarding next steps.

A face-to-face meeting to be set up with all interested parties regarding the Marsh Lane allotment site lease – communication is ongoing to set up a meeting date.

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.

Contact the owner of the neighbouring property at the Cemetery to ascertain ownership of the fence – a Land Registry document indicates the fence is owned by HTC. The neighbours have advised they would like to replace the whole fence and asked if HTC would consider a contribution towards the cost.

ACTION: Office to obtain a quote for replacement of 2 missing panels and liaise with the neighbours for them to obtain a quote to replace the whole fence. To be brought back to a future R&A meeting for discussion.

Obtain two comparative quotes for tree work at the Cemetery – this is on hold until report received from arboriculturist (see Item 2022009).

All other actions were completed.

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

To-Do list – the committee expressed concern that an email had been received from John Willmott advising that the Smarten Up Hungerford group has ceased to operate.

ACTION: Cllr Simpson will endeavour to seek clarification on this matter and will respond to the email.

Maintenance list – the most recent ROSPA reports had been received today and items needing attention have been added to the maintenance list. Specialist contractors will need to be appointed for some of the tasks and the committee agreed the office to get quotes for these jobs.

RA2022005 Croft Field Activity Centre

Consider acceptance of alterations to floor plan to accommodate a ‘changing places toilet’ at Croft Field Centre – refer to plans. No plans have been received from the architect. The revised plans should be issued in the next day or so.

RA2022006 Skate Park

Consider next steps for improvement project (see report).

Proposed: Cllr Knight

Seconded: Cllr Keates

Resolution: To produce a survey for current users of the skate park to ascertain what types of equipment they would like to see at a new facility.

RA2022007 Leisure Strategy Update

There has been a delay in getting the land transfer agreed. District Councillor Cole is looking into this on our behalf.

RA2022008 Triangle Field

Consider obtaining contractors quotes for the external painting work at the Triangle Field.

Proposed: Cllr Simpson

Seconded: Cllr Knight

Resolution: To obtain quotes for the external painting work and tasks requiring specialist contractors at the Triangle Field.

ACTION: Office to obtain quotes.

Consider Kennet Radio request to install a mast on the floodlights at Triangle Field.

Proposed: Cllr Fyfe

Seconded: Cllr Keates

Resolution: Not to allow installation of a mast on the floodlights at Triangle Field, although HTC are fully supportive of Kennet Radio’s aspirations to provide coverage to Hungerford. One abstention.

RA2022009 Trees

Consider quotation (attached) from arboriculturist for tree planting plan and inspection of trees at St Saviour’s Cemetery. At the previous R&A meeting, the committee agreed a quote in the sum of £285 to obtain an arboriculturist’s tree planting plan. However, the arboriculturist was not aware that the tree planting plan requested was for St Saviour’s Cemetery. He has therefore submitted a revised quote.

Proposed: Cllr Simpson

Seconded: Cllr Knight

Resolution: To accept the quote from the arboriculturist in the sum of £475 for a tree planting plan for St Saviour’s Cemetery and £395 for an inspection of all trees within the cemetery.

RA2022010 Local Council Risk System

Review R&A committee risk assessments (attached) and propose approval of documents with any amendments.

Proposed: Cllr Simpson

Seconded: Cllr Alford

Resolution: To approve documents as submitted.

RA2022011 Health & Safety – Including any other concerns relating to Covid-19

Consider quotation (attached) to undertake Legionella risk assessment of the library building.

Proposed: Cllr Simpson

Seconded: Cllr Mills

Resolution: To accept the quote in the sum of £275 + VAT for a risk assessment of the library building.

RA2022012 Consider location for Greenham 40 plaque

Proposed: Cllr Simpson

Seconded: Cllr Knight

Resolution: To site the plaque on the wall at the Croft Field Activity Centre once the refurbishment of the centre is complete. One objection.

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.

RA2022013 Triangle Field

Receive update on progress of new lease. Following a recent working party meeting, an amended lease has been forwarded to HRFC's solicitor for their consideration.

RA2022014 Swimming Pool House

Receive update and consider obtaining quotes for alternative heating system.

Proposed: Cllr Simpson

Seconded: Cllr Lewis

Resolution: To proceed with a full energy survey as per Cllr Downe's report and based on this survey, to request formal quotations to design and install an alternative heating system and to apply for any available grant funding.

Meeting closed at 8.26 pm.