

# HUNGERFORD TOWN COUNCIL

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**DRAFT MINUTES** of the **Highways and Transport Committee** meeting held on Monday 27<sup>th</sup> March 2023 at 7.00pm, in the Library, Hungerford

**Present:** Cllrs, Schlanker, Hudson, Knight, Simpson, Fyfe, Carlson, Alford, Downe and Greenwell  
**In attendance:** Claire Barnes (Town Clerk), Newbury News.

**HT20230024. Apologies for absence – Cllr Winsor**

**HT20230025. Declarations of interest – None**

**HT20230026. Agreement of minutes of meeting held on 23<sup>rd</sup> January 2023 and 27<sup>th</sup> February 2023.**

**Proposed:** Cllr Greenwell

**Seconded:** Cllr Knight

**Resolution:** Agree minutes of 23<sup>rd</sup> January 2023 as a true record, two abstentions.

**Agreement of minutes of meeting held 27<sup>th</sup> February 2023.**

**Proposed:** Cllr Downe

**Seconded:** Cllr Simpson

**Resolution:** Agree minutes of 27<sup>th</sup> February 2023 as a true record, two abstentions.

**HT20230027. Update on actions from previous minutes not on this agenda.** The following actions remain outstanding -

**ACTION:** District Cllr Benneyworth (DB) to advise on installation of a litter bin at Salisbury Road - Deferred

**ACTION:** Cllr Knight to arrange display of the Wilton Windmill board at Farewise.

**ACTION:** A bollard should be placed to run down the edge of the pub to protect the building from being hit by vehicles. Cllr Schlanker to look into.

**ACTION:** Response from West Berks Council (WBC) reference EV chargers.

**ACTION:** Cllr Schlanker and DC Cole need to arrange a meeting with Thames Water.

**ACTION:** Cllr Hudson will chase up WBC about setting up the high street survey.

Cllr Knight advised the date for the litter pick is 2<sup>nd</sup> April and Town & Manor are meeting outside the Down Gate not on the steps. He is away for the event.

Other actions are either on this agenda or have been completed.

**HT20230028. Safety of High Street and consideration of traffic calming measures –** A working party meeting is being arranged and a Whatsapp group has been set up. If councillors wish to join, please let the Clerk know. The Mayor advised she did not wish to join the working party as she is on a Town Strategy group. Cllr Hudson agreed there is some crossover but the brief for the safety working party is just focussing on a few points. It will cover the top of the high street and also by the Bear. It was thought the proposals in the strategy could be included in the NDP.

The safety of the telephone box was queried again. It is listed and if moved would need to be in a prominent position in the high street.

**ACTION:** Clerk to speak to BT to find out how often the phone box is used and if it is best to disconnect.

- HT20230029. Parking on footways and verges**  
Somerset Close needs to be added to the list of no parking areas. Posts are needed to stop vehicles churning up the grass.  
**ACTION:** Cllrs Simpson and Fyfe will produce a definitive list of no parking areas required.
- HT20230030. Receive any updates on SIDs, new locations and speeding** – Cllr Hudson advised a new SID post has been installed on the A4 to Newbury as required. The SID on the Salisbury Road has been changed to the other side of the road to capture vehicles leaving the town. There has been a problem with the speed display, but this can be resolved by resetting the machine. The SID being used at Charnham is being relocated to the Common as the cows will return soon.  
The BMW garage would like a SID outside their premises and are willing to fund it (current cost is £2299) however they wish for HTC to own and maintain it. The SID could be kept there and be swapped from one side of the road to the other.  
**Proposed:** Cllr Hudson  
**Seconded:** Cllr Knight  
**ACTION: Resolution:** To purchase a SID (£2299) and a solar panel (£670) and pay for installation (£312). All subject to VAT.  
**ACTION:** Cllr Hudson will move one of the SIDs up slightly so a resident can trim his hedge.
- HT20230031. Receive report on Hungerford in Bloom for response** – The competition will be launched at the Annual Town Meeting. Thanks were expressed to the Admin Assistant for a full report on the event **see attached.** Volunteers are needed to help promote as well as attend on the judging day.  
**ACTION:** Cllr Simpson will speak to Cllr Winsor (not present) about her involvement again this year.
- HT20230032. Canal dredging lorries - Update on quotation for works and consider acceptance of payment.**  
**Proposed:** Cllr Schlanker  
**Seconded:** Cllr Carlson  
**ACTION: Resolution:** Accept the contribution from Land & Water of £1,000 to help repair the damaged verges in Sanham Green and Horn Hill caused by the lorries. One objection.  
**Proposed:** Cllr Schlanker  
**Seconded:** Cllr Simpson  
**ACTION: Resolution:** Accept the quote of £1,000 from R Hibberd to carry out the work subject to necessary street work licences being in place.
- HT20230033. Receive an update on bus service changes – (Refer to the full report given to Full Council).**  
The H1 service will run until the end of July and the Wilts Demand Service will commence in May which will cover the old H1 and 20 routes and will include the rail station. The process is to book your journey and then go to the pick-up point. These will need to be advertised and the choice of locations will be key. Cllr Knight has met with the transport manager of parking/buses and they hope to have the same app used in surrounding districts. WBC has been informed of HTC's intention to stop funding the H1.
- HT20230034. Update on availability of broadband for viewing of Triangle Field CCTV footage in the office.**  
Gigaclear has reached the Triangle Field with broadband however the duct is not yet ready for service. This could take another 6 weeks.
- HT20230035. Feedback from West Berks Council on availability of combined recycling/litterbins**  
**ACTION:** Take this item to Full Council.
- HT20230036. 'Liftshare' car sharing platform.** This is a scheme where individuals offer seats in their own cars to others who want to take the same journey.
- HT20230037. Changes places toilet – Consideration of locations.** Various locations had been suggested and run past West Berks Council. A drawing of a possible location in Church Street Car park for the CP toilet had been circulated and this was considered the best location.

**Proposed:** Cllr Simpson

**Seconded:** Cllr Downe

**ACTION:** Resolution: Clerk to investigate the library location option further.

Details on the appearance of the pod are required along with costs to clean and maintain and confirmation of who would be responsible for these.

**HT20230038. Receive any updates on footpaths and footway works** – The project is complete. Chilton Foliat will be included on the next round.

**HT20230039. Any H&S issues of concern** – Cllrs Simpson, Fyfe and Carlson met with Bewley at Lancaster Park. Cllr Fyfe carried out a tree count to check all was as per the plan. There are some missing trees for various reasons and plans are being updated. Cllr Fyfe had spoken to the residents and learnt there is an issue with car chargers being stolen. The management company are dealing with this. Cllr Simpson has spoken with the Police to find out what the actions are as a result. There is one particular unlit area where this is happening. Cllr Fyfe advised he may join the resident's association.

Cllr Fyfe carried out a PROW survey in back in April 2022 and WBC had committed to carrying out the repairs by the end of the financial year however they have been extremely short staffed and this hasn't happened. However, a private company has since carried out a survey and identified 107 issues in Hungerford. Some signs need replacing and Cllr Fyfe has offered to help with this. The posts and budget will be down to WBC.

**ACTION:** Add PROW improvements to future agendas for regular updates.

The footpath from Priory to Lancaster was mentioned as needing attention.

The steps the other side of the A4 are falling through (Strongrove north side).

The road surface at Atherton Crescent is crumbling in the rain.

Meeting closed 8.25pm.

**Report Ref:HT20230031**

## **Hungerford Town Council**

### **Public Report to:**

H&T 27<sup>th</sup> March 2023

### **Agenda Item**

Hungerford in Bloom 2023

### **Background**

Using the same format as in 2022, it is proposed to launch the Hungerford in Bloom 2022 at the Town Meeting on 29<sup>th</sup> March.

A draft entry form is attached. Last year's entrants will be informed and sent an entry form by email.

Also attached is a poster to be used to promote the event in noticeboards around the town, via social media and on our website.

We are seeking two judges (from outside Hungerford). Judges are usually accompanied by a Councillor and Councillor lead is sought.

The proposed **deadline for entries is Monday 9<sup>th</sup> June and judging day, Saturday 24<sup>th</sup> June.** The dates are a little earlier than in recent years. The reason for this is to allow a week between judging day and the Full Council meeting on 3<sup>rd</sup> July, when the results will be approved. It is further proposed that

entrants are informed that **winners will be notified by Wednesday, 5<sup>th</sup> July.**

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). Although in the past local businesses were requested to donate prizes, in recent years HTC has purchased garden centre vouchers as prizes: 1<sup>st</sup> - £20, 2<sup>nd</sup> - £15 and 3<sup>rd</sup> prize - £10. We also give first prizes to the winners in the HAHA Allotment competition (total 5 x £20 vouchers). The maximum cost of prizes as above would be £505.00, but in the past not every category has been entered, or there were insufficient entries to necessitate 3 places being awarded. In 2022 the total cost of prizes was £420.

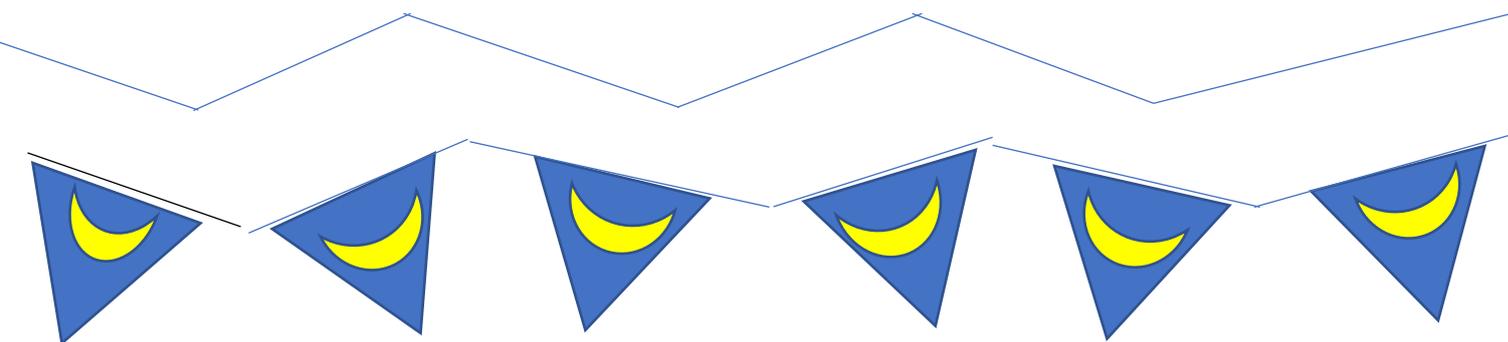
It is also customary to give the judges a bottle of wine as a token of thanks. In 2022 they were each given a £10 wine voucher from Naked Grape, a total cost of £30 as we also gave one to the judge of the HAHA competition. Judges are taken for a light lunch by the accompanying councillor.

**Hungerford in Bloom Budget: £700**

### **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 policy regarding prizes.

Sarah Chatters  
5<sup>th</sup> March 2023



# **Hungerford in Bloom 2023**

## **Entry Form**

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

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

### **Contact details**

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

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

*Please note we will use this email address to communicate with you.*

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<sup>8</sup>**

Front garden<sup>1</sup>

Back garden<sup>1</sup>

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

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

**3. School<sup>8</sup>**

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 and Rules of Entry

- Garden** means an area with beds / borders / lawns etc. A garden can also include containers.
- Courtyard Garden** has hardstanding and comprises mainly containers.
- Volunteer Garden** is any area tended by volunteers.
- 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
- Public Houses** are eligible to enter if they are within the bounds of Hungerford town.
- Shops** includes all retail outlets including car showrooms.
- Any Other Commercial** includes all other commercial premises within the bounds of the town including those on business parks.

8. In Residential and School classes, more than one category can be entered by each entrant.
9. Any elements of the display provided by HTC will be excluded from judging.
10. Displays must last for the duration of the season for which they are intended as far as possible, ie, summer displays June/July.
11. Entries will be accepted from anyone providing their entry complies with this schedule.
12. Entries will be scored on the following criteria: colour, variety of planting, maintenance, originality and overall impact.
13. Prizes will be awarded for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> places.
14. 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.
15. The Judges' decision is final.
16. Entry forms must be submitted to HTC office by email or hard copy by 5pm on Friday, 9<sup>th</sup> June 2023
17. Judging will take place on Saturday, 24<sup>th</sup> June 2023.
18. Winners will be notified by Wednesday, 5<sup>th</sup> July 2023.



The poster for 'Hungerford in Bloom 2023' features the Hungerford Town Council logo at the top left. A large green circle with a dotted border contains the text 'Hungerford in Bloom 2023'. Below this, it states 'CATEGORIES FOR ALL GARDENS FREE TO ENTER'. A central image shows a wooden sign with the following text: 'Hungerford Town Council would like to invite residents, community groups and businesses to enter this year's competition'. Underneath, it lists 'CATEGORIES' for Residential Property (Front garden, Back garden, Courtyard Garden (containers)), Volunteer Garden, Schools (Garden, Containers), Commercial Premises (Public Houses, Shops, Any Other Commercial), and a yellow circle with 'Closing Date Friday 9 June' and 'Judging Day Saturday 24 June'. At the bottom, it says 'FOR MORE INFORMATION AND TO ENTER VISIT OUR WEBSITE' with the URL <https://www.hungerford-tc.gov.uk/> and 'OR CALL 01488 686195'. A small photo of a garden display is also visible.