

# HUNGERFORD TOWN COUNCIL

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

**Present:** Cllrs, Schlanker, Carlson, Knight, Winser, Greenwell, Cusack and Armstrong

**In attendance:** Claire Barnes (Town Clerk), District Councillor Denise Gaines (DG) and a representative from Newbury News.

**HT20230084. Apologies for absence** – Cllrs Cole, Hudson, Simpson, Fyfe,  
Also, from DC Benneyworth and DC Vickers

**HT20230085. Declarations of interest** – None

**HT20230086. Agreement of minutes of meeting held on 25<sup>th</sup> September 2023.**

**Proposed:** Cllr Carlson

**Seconded:** Cllr Winser

**Resolution:** Agree minutes of 25<sup>th</sup> September 2023 as a true record, one abstention.

**HT20230087. Update on actions from previous minutes not on this agenda.**

**ACTION:** DG thinks the brick wall in The Cuttings does belong to WBC. She is obtaining confirmation.

**ACTION:** DB is pursuing the installing of bollards to prevent parking on the green areas. Add this item to January H&T agenda.

**ACTION:** Also add to January H&T agenda, SIDs and Footways.

It was noted Cllr Hudson succeeded in getting two additional locations on the High Street and A4 approved for SIDs.

We are still waiting for Gigaclear to connect broadband at the Triangle Field and Croft Field.

Cllr Schlanker met with Shield Electrical to survey Xmas Light connections. He advised some of the old yellow junction boxes are coming to the end of their life and that these shouldn't be too expensive to replace. Congratulations were expressed to Shield for the switch on event.

**HT20230088. Safety of High Street and consideration of traffic calming measures – Review outcome of survey by West Berks Council. See attached.** Following the initial meeting that took place with WBC, a survey followed to look at the feasibility of various suggested safety improvements. Unfortunately, there is no safe place to install bollards to protect the Plume pub. Reasons against another pedestrian crossing at the top of the high street included its physical location, and footfall. Cllr Armstrong feels particularly strongly that safety improvements need to be put in place and she is speaking with Laura Farris MP. She advised the Dept of Transport has responsibility and are falling foul of the laws they have published. The office has been advised work to the buildings damaged at the top of the high street, after being hit by a vehicle, will commence on 4<sup>th</sup> December for 10 weeks (with 2 weeks off around Christmas). Traffic lights will stay in place whilst internal works are done. Cllr Armstrong expressed her concern that the chimney of the building was cracked and leaning. DG advised the structural engineer had visited and said there was less than 1mm change.

**ACTION:** HTC would like an on-site meeting with all parties to understand the impact on the high street.

**ACTION:** As the suggested safety improvements are not possible, ask WBC what they recommend.

**HT20230089. Progress on EV Chargers, since meeting with Adrian Abbs** – DG confirmed 22 EV charger sites are being done. DG also advised they are trialling three installations by Kerb-o-charge, who are a company that put channels in the pavement so residents with no driveway can charge their vehicle using their cheaper home connection. The trial will last 5 to 7 months and if all is fine, they will give permission for the residents to use it.

**ACTION:** DG will confirm what the permission process is.

**HT20230090. Location for new combined litter/recycle bins. Main considerations include Skate Park and The Croft. (Other suggested options include, One Stop, Canal Walk, under the railway bridge in the High Street. Refer to attached report.**

**Proposed:** Cllr Schlanker

**Seconded:** Cllr Greenwell

**Resolution:** Request 2 x Nexus Evolution to be placed in the skate park and Croft. Request 1 x Nexus 200 for the top of the High Street near the Burrough Arms.

Whilst the offer from WBC to provide the above bins has been made it was noted that WBC has recently had a budget meeting and they are going out to consultation on various cost saving suggestions. These do include the reduction of bins and grass cutting.

**HT20230091. Receive any feedback on changes to the No.3 bus, suggested by Kintbury PC (refer to attached.**

Cllr Knight queried the suggestion, advising that a smaller bus would not be able to cater for school children and replacing the no.3 would muck up the scheduling as it goes out to different routes. He added that it wouldn't save money and unfortunately electric buses do not yet have the range to operate all day in rural areas. We are trying to attract people to Hungerford and to reduce capacity will lose users and services will decline. West Berks are trialling a demand response bus in the northeast of the district to see if it is worthwhile. We don't want to isolate people in rural areas.

**Proposed:** Cllr Schlanker

**Seconded:** Cllr Knight

**Resolution:** Not to support the suggestion of a smaller bus to replace the no.3.

**HT20230092. Consider footway works to The Croft following changes to the initial plan (refer to attached)**

**Proposed:** Cllr Schlanker

**Seconded:** Cllr Winser

**Resolution:** Request WBC progress with the original plan (without changes).

**HT20230093. Consider request to install noticeboard under the bridge (refer to attached)**

**Proposed:** Cllr Carlson

**Seconded:** Cllr Knight

**Resolution:** Agree Town & Manor's request to install a noticeboard under the railway bridge.

**HT20230094. Note change to future maintenance arrangement of Streetlighting.**

**ACTION:** Cllr Schlanker will gather information to produce a report to the Full Council meeting in February 2024.

**ACTION:** Approach West Berks Council to see if they have the original agreement.

**HT20230095. Any H&S issues of concern** – It was noted the Gigaclear/Avonline damage to the footways has still not been fixed. They video their work before and afterwards to keep a record of the state of the footway. It is understood the damage outside the Co-op was caused by the Co-op delivery van parking on the footway. There are some damaged slabs outside Costa and the Arcade. DG advised the new manager of Charnham Park has requested some double yellow lines along Charnham Road. She attended a site visit today and they talked about a pedestrian crossing. This is not going to be considered for some time and it would need to be fit for purpose with the planning application for the wetlands in mind.

**HT20230096. Consider 2024-25 Budget for H&T committee.**

WBC are consulting on cutting back on dog bins.

**ACTION:** It was agreed that landowners Town & Manor should be asked to pay for the bins on their land. After considerable discussion of each cost centre the following proposal was made.

**Proposed:** Cllr Winser

**Seconded:** Cllr Armstrong

**Resolution:** Recommend a draft H&T budget (net) of £99,110, a 16.1% increase on last year.

Meeting closed 9pm.

**HT20230088 Request for a Controlled Pedestrian Crossing Facility – 56 - 58 High Street, Hungerford**

Further to the recent request for an assessment of a new controlled crossing at the above location the Traffic Management & Road Safety Team have undertaken a preliminary investigation and the findings are as follows:

The Council receives many requests for controlled pedestrian crossings throughout the year. These have to be considered objectively to identify their level of need and suitability and whether or not the site in question meets the conditions and criteria levels we have to try and achieve. Obviously, cost implications weigh heavily on what work can be committed and crossings can be very expensive to introduce. Prioritisation therefore becomes essential, and this would normally be established on the basis of intensity of usage and whether the location has a history of pedestrian/vehicle conflict.

The justification for a formal crossing facility is based on a formula known as PV2 where P represents the average hourly number of pedestrian movements during the busiest 4 hours and V represents the average volume of vehicles during the same period.

Generally controlled pedestrian crossings will only be located where large continuous numbers of pedestrians need to cross the road where traffic volumes are equally large and continuous such as directly outside schools and social venue's and also busy town centre locations for example. Whilst current data does confirm that there are a number of schoolchildren that would need to cross the A338 Salisbury Road / High Street these numbers on their own would not meet the required volume and given that the specified location does not have a history of any recorded pedestrian injuries coupled with the low pedestrian movements the required criteria would not be met for the introduction of a controlled pedestrian crossing facility

In addition, the existing highway layout at the above location is considered somewhat historic compared to modern highway standards and existing features such as narrow footways, steep gradients, an existing parking area and an existing carriageway drainage system would prove both problematic and extremely costly, if indeed possible, to introduce a controlled pedestrian crossing facility as requested.

There is already a controlled pedestrian crossing facility, that has been in place for some time now, slightly to the south of the A338 Salisbury Road / Atherton Road junction and that already provides a suitable link for pedestrians, particular schoolchildren, travelling east to west and vice versa within this specific area of Hungerford.

For these reasons it will not be possible to progress with the request for an additional controlled crossing facility at this location and whilst this response will undoubtedly be disappointing, it is hoped that the reasoning behind this decision has been explained in sufficiently.

If you have any additional questions about this please do not hesitate to contact me.

Regards

Gareth

Gareth Dowding

Principal Engineer

Traffic And Road Safety

Environment

Place Directorate

West Berkshire Council

Hungerford Town Council

**Public Report to:** Highways & Transport 27<sup>th</sup> Nov 2023

**Agenda Item No:** HT20230090 Location for new combined litter/recycle bins.

**Background**

HTC wished to trial some three in one litter bins, having seen some installed in the grounds of Shaw House. At present Hungerford has some separate recycle bins in various locations around town. These and the general rubbish bins are emptied by WBC's contractors.

**Objective** Increase recycling by providing the right bins in the best locations.

Whilst HTC preferred the three in one bin, WBC can supply them but wish to check they are best suited to their chosen location.

We need to decide on locations. (need to do survey of current bins?)

Please consider the following when choosing bins:

- Capacity required,
- Should bin be moveable or securely fixed to the ground.
- required space around the bins.

**Options** *(NOTE) Apertures on all bins below can be amended (colour and material type to suit. WBC would suggest 1x general, 1x plastic bottle, 1x glass bottle).*

**a) Nexus Evolution** – requires fixing to ground and 400mm away from walls/street furniture due to open top emptying mechanism. Smallest capacity of options provided. Dimensions for this bin are:

Height: 1074mm

Length: 956mm

Depth: 430mm

Weight: 20kg

Capacity: 160l



**b) Nexus 200** – can be placed alongside current litter bin. Can be weighted down with ballast rather than fixed to the ground so location can change if/when required. Bigger capacity than the Nexus Evolution.



- c) *Jubilee* – Same make as current litter bins, so will sit nicely next to the current bins. Can be weighted down with ballast rather than fixed to the ground so location can change if/when required. Bigger capacity than the Nexus Evolution.



### **Financial and Legal implications**

WBC will provide three bins.

### **Recommendation(s)**

The best option, based on the above information

**Signed:** Town Clerk, 24<sup>th</sup> November 2023

### **HT20230091 N0.3 Bus**

At a recent meeting of our Council the topic of the type of bus used to service our towns and villages was discussed. It is felt that current full size, single decker, 40+ seater buses where inappropriate for the level of demand we see within our village and, inappropriate for the size, and type, of roads they have to navigate.

Kintbury Parish Council (KPC) are considering writing to WBC to ask them to consider putting a smaller, reduced seater and hopefully driven by electricity, bus on this rural route.

Before we sent this letter, we wanted to check with each of you that by us doing so that it would not negatively affect your parishioners. For example, we cannot recall a time that we have ever seen the bus coming through Kintbury even half full but this maybe different at your geography?

We would also like to know, if you are in agreement with this approach, if you would be willing to joint sign any communication to WBC so they can see it is a request from all of us along the route rather than just one standalone Council.

I would appreciate you discussing this topic at your next meeting and letting me know your thoughts.

Thanks in advance for you giving this your consideration.

Yours sincerely

Jon Hemphill  
Vice-Chair Kintbury Parish Council

### **HT20230092 FOOTWAY WORKS TO THE CROFT**

I will ask for the design to therefore be modified so the parking is retained as much as possible and resend it across accordingly.

I don't think it will be done for next week's meeting though unfortunately.

Regards

Gareth

Gareth Dowding  
Principal Engineer  
Traffic And Road Safety

Hi Gareth

I personally don't think public would support losing this greater amount of parking. We had support for loss of 3 spaces but if the plan is to change, as you suggest, it would need another consultation.

If we can go back to what was originally agreed and consulted on that would be ideal.

Claire Barnes  
Town Clerk  
Hungerford Town Council

Working hours Mon-Thurs 9 to 4.30pm  
07831 369378

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Claire

I think I need to mention that the latest design you have is based upon using guidance form the most up to date design standards and because of that it has been deemed necessary to increase the width of the existing footway from Church Street down and under the bridge hence why more parking spaces are being lost as part of this latest design.

If the existing footway widths are used towards the bridge and only local widening is considered for the footway as it get nearer to the bridge then not as many parking spaces would be lost but the footway wouldn't be completely to standard. There is a balance between what is ideal for both footway provision and parking provision.

Unfortunately I can't ask the Engineer who design this latest scheme his thoughts behind what he did as he has left the Authority and it appears his notes on this scheme are not quite as comprehensive as they should have been.

If you feel that the balance should be more towards parking provision then we can adjust the design accordingly.

Hope this gives you a bit of an insight into why the design is different from our initial chat about it. Any questions don't hesitate to contact me.

Regards

Gareth Dowding  
Principal Engineer  
Traffic And Road Safety  
West Berkshire Council

Hi Gareth

With reference to the Croft footway improvements, initially when we met for a site visit the intention was to improve the access and safety of pedestrians walking from Church Steet down The Croft under the bridge to the Surgery. We were advised it would result in the loss of 3 parking spaces under the railway bridge and that the parking on the left-hand side before you get to the bridge would be retained. Please see attached initial emails suggesting that HTC carry out a public consultation which we did. See links below to the outcome of this which was positive.

Looking at the recent document you have sent there seems to be a lot more parking being lost?

[PowerPoint Presentation \(hungerford-tc.gov.uk\)](https://www.hungerford-tc.gov.uk)

[Croft suggestions.pdf \(hungerford-tc.gov.uk\)](https://www.hungerford-tc.gov.uk)

I look forward to your advice. We have a Highways meeting on Monday where it will be discussed.

Thanks

Claire Barnes  
Town Clerk  
Hungerford Town Council

### **Hungerford Town Council**

**Public Report to:** Highways & Transport, 27th November 2023

**Agenda Item No:** HT20230093

#### **Background The office received the following request from Town Manor:**

The Town and Manor wish to be represented with a notice board under the railway bridge in Hungerford High Street, alongside other notable organisations including the Council, Cricket Club, St Lawrences, Community Theatre Company and Town Band amongst others. It is clear that the Town and Manor do have boards on the balcony of the Town Hall, but these are not always seen, and we should be alongside other representative organisations in the same location.

As you face the Town Council board, there is a gap of 145cm to the left-hand side between the boards for St. Lawrences and Hungerford Rugby Union Football Club, and we would propose siting it within this gap, adjacent to either of the two named above.

In terms of design there is a lot of different styles and woods there already, but would propose a lockable, oak framed notice board as per the image attached. I have also attached photos of the existing site as it is currently. All costs associated with purchase and fitting would be covered by the Town and Manor, in addition we take responsibility for maintaining content, and keeping it current.

I hope that this request is deemed acceptable to the Council and await a response from you after your upcoming Council meeting.

**Objective** Confirm if we are happy for T&M to put up a noticeboard under the bridge in the location suggested.

Below is the type of noticeboard they are proposing.



The location is the gap between existing boards. Shown in photo below.



**Recommendation(s)**

The best option, based on the above information.

**Signed:** Town Clerk, 24<sup>th</sup> November 2023

**HT20230094**

Good Morning Claire

I am emailing to advise that from the 1<sup>st</sup> of April 2025 West Berkshire Council will no longer be offering its services to manage the Town Council's street lighting inventory. You will therefore need to seek an alternative supplier to carry out the routine maintenance and reactive repairs to the streetlights, as well as declaring your street lighting inventory to the Distribution Network Operator (Scottish & Southern Energy).

The arrangement between WBC and HTC is an historic one dating back to the days of Newbury District Council and is not a service we provide to any other Town or Parish Council, and we feel that now Hungerford's street lighting stock has been significantly reduced in number it would be an appropriate time for this change to take place. We will continue with the current arrangement for the rest of this financial year and next financial year to give you time to get an alternative street lighting contractor in place.

I'm happy to discuss this further with you and offer advice going forward when you come to selecting a new contractor and reporting energy submissions to SSE.

Regards

**Robin Mann**

**Project Engineer**

Environment | West Berkshire Council | Market Street | Newbury | RG14 5LD