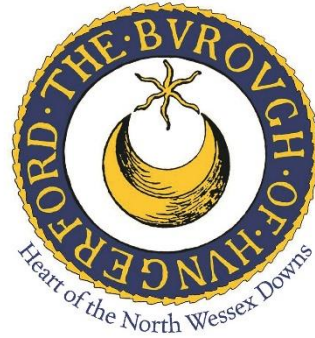


# HUNGERFORD TOWN COUNCIL

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**DRAFT MINUTES** of the **Recreation, Amenities and War Memorials Committee** meeting held on Monday 20<sup>th</sup> November 2023 at 7.00pm, in the Library, Hungerford.

**Present:** Cllr Winsor, Cllr Knight, Cllr Alford, Cllr Schlanker, Cllr Keates, Cllr Cusack and Cllr Coulthurst

**Also in attendance:** Town Clerk & Deputy Town Clerk

**RA2023067** **Apologies for absence** – Cllr Simpson, Cllr Fyfe

**RA2023068** **Declarations of Interest** – None

**RA2023069** **Agreement of minutes of meeting held on 18th September 2023**

**Proposed:** Cllr Coulthurst

**Seconded:** Cllr Keates

**Resolution:** To accept the minutes of 18th September 2023 as a true record

**RA2023070** **Receive updated summary of maintenance list. See attached.**

**Action:** Committee noted a thank you to be given to R Ballard for all his continued hard work, often going above and beyond.

**RA2023071** **Receive update on ROSPA. See attached.**

**Action:** **Smitham Bridge Play Park**

**Proposed:** Cllr Keates

**Seconded:** Cllr Knight

**Resolution:** Agreed payment to Vitaplay for the sum of £450 plus VAT for the cleaning of surfaces and multi-play unit. (*Discount has now been awarded and sum has been reduced to £315 plus VAT*)

**Action:** **Bulpit Play Park**

After discussion, it was agreed to monitor the situation with the seesaw for 6 months and review state of repair.

**Action:** **Skate Park** – Defer decision to New Year and review wear and tear

**RA2023072** **Receive update on Youth Council – See attached report by Cllr Alford.**

**Action:** Cllr Winsor confirmed meeting to be held on Wednesday with Youth Council and she and Cllr Alford will review progress made by Youth Council, level of interest, confirm next steps and review outcomes achieved.

- RA2023073**    **Update on tree maintenance works. Consider quotation for work recommended by arboriculturist. See attached report.**
- Proposed:** Cllr Winsler  
**Seconded:** Cllr Knight
- Action:**    **Resolution:** Appoint Hungerford Tree Surgery to progress with options B, C & D for the sum of £1,250. Additional funds to be obtained from the Contingency Budget for the balance.
- RA2023074**    **Consider roof repair quotations for the Curve. Refer to report attached.**
- Action:**    Decision deferred until Full Council Meeting on 4th December 2023.
- RA2023075**    **Gigaclear - Update of broadband connection at Croft Field and Triangle Field**
- Action:**    Clerk to continue to contact the CEO of Gigaclear requesting help with ensuring these installations happen.
- RA2023076**    **Health & Safety Checks by Councillors. Refer to attached schedule.**
- Action:**    Deputy Town Clerk to send agreed schedule for H& S Walkabout to Cllrs and to forward forms to review each venue/location.
- RA2023077**    **Consider installation of a replacement fence for Swimming Pool House.**
- Action:**    Letter from Police noted. No further action agreed at this time.
- RA2023078**    **Consider budget for R&A Committee**
- Proposed:** Cllr Keates  
**Seconded:** Cllr Coulthurst  
**Resolution:** Committee agreed Draft Budget for R & A of £57,111 which represents 8.9% increase.

The meeting closed at 8.45 pm.

**R&A 20<sup>th</sup> Nov 2023 – UPDATES from Town Clerk**

**RA2023070 – Receive updated summary of maintenance list.**

Some of the main works completed by our maintenance man are show below. Please note these are in addition to his routine checks of our assets and H&S checks. A large amount of his time has been spent on the Croft Field and Remembrance flags, taking him away from other jobs.

- Fix storage cupboard in disabled toilet to wall.
- Fit kitchen and tiles in Croft Field North Room            (Large amount of work)
- Fit out electrics in Croft Field North Room    (Large amount of work)
- Fire signs to go on emergency lights.
- Swap clips for fire clips. Secure access to cables
- Put up new noticeboard inside Croft.
- Met roofers about leak on Curve.
- Put up Remembrance Day flags and Tommies.
- Met Contractors to receive Xmas trees and helping contractors with access.
- Paint missed patches in Croft Field Centre
- Put up no dog signs at skate park.

**RA20230071 – Receive update on ROSPA.** We have just received the Oct ROSPA report from which the following items are of note. Those in bold are new.

#### Smitham Play Park

- Gate to bridge has violent action – RB is installing a stop, so the gate doesn't open so widely.
- Both sets of swings paintwork is in poor condition.
- Roundabout safety surface has worn and needs repair (low risk) and is not of recommended size (very low risk) – *Committee decided this could wait until next year.*
- **Multiplay – Timber decayed and slippery.** *I have received the following quote from Vitaplay to clean this at the same time as pressure washing the play safety surfaces. RB to look at decay.*

#### Bulpit Play Park

- Bulpit Play Park new seesaw. The seesaw height was reset and safety surface redone. This is currently being assessed by the contractor as a small patch of the surface is still wearing. ROSPA have picked up on this and say it has less than the required 230mm clearance and there is no damping. This has been reported to GB Sport who received the following response from the manufacturer. ***The product is certainly safe for use, otherwise it would not have passed the tests and obtained the certificate. The Tulip is a regular seesaw. This model does not have a rubber shock absorber inside. Some installers install a rubber bumper or tire under the seat, but mainly to prevent damage to the surface. Do we wish to do this?***
- Side gate bent with trip points underneath – RB to do.
- Yellow climbing frame – RB to fill in gaps around safety surface with topsoil.
- Pod walk – Paintwork in poor condition. Repairs maybe necessary where corrosion is bad.
- Zip slide – 2<sup>nd</sup> tread up on left loose - RB to tighten middle bolt.
- Hole in ground near zip slide – RB to fill.
- **Metal exposed on Carousel - RB to check.**

#### Skate Park

- **Ground erosion present. Consider adding grass matting to prevent wear.** *We agreed to consider in new year.*
- Rear gate - There is a crushing or shearing point on the side of the gate. *We are seeking funds for replacement.*
- Fence - Mesh missing behind tree. Mesh damage near goal posts. *We are seeking funds for replacement.*

## **RA2023073 Tree work**

### **Hungerford Town Council**

**Public Report to:** R&A Meeting 20<sup>th</sup> November 2023

**Agenda Item No RA2023073:** Consider quotation for work recommended by arboriculturist.

**Background** We have received a report from the arboriculturist following his inspection of the trees at Bulpit War Memorial Avenue and the Wellingtonia at St Saviours Cemetery.

With reference to the Memorial Avenue, deadwood has all since been removed along with checking of the braces by Hungerford Tree Surgery. See summary of the arboriculturist report below. I have attached separately the full report if you wish to refer to it. The actions outstanding are shown as options below.

As requested, I inspected trees at the Bulpit War Memorial on 8th September 2023, and am pleased to attach a plan and a tree schedule.

Fungal decay has continued to the base of T5 since the previous inspection in April 2021, with fresh

*Ganoderma sp.* fungal brackets at different points around the base. Although the canopy is still showing good vigour, basal decay is continuing and the tree is likely to need to be removed in the next 5 years. It could be retained in the short term if the canopy is reduced, however it might be better to remove it now and plant a new tree to maintain the avenue. Both options are included in the tree schedule, which also specifies work to four other trees.

I also re-inspected the Wellingtonia in St Saviours Cemetery. The *Ganoderma sp.* fungal bracket recorded May 2019 and April 2021, at 1.7m to the south-west, is still there, but decay does not appear to be progressing quickly. There are a number of dead branches, of less than 100mm diameter, throughout the canopy and one suspended. These are most likely to be shed during storm conditions when it is unlikely anybody will be underneath so I do not consider any action is required at present.

I recommend that this tree, together with the trees at Bulpit Memorial are re-inspected within 18 months. If you require any further information, do not hesitate to get in touch.

**Objective** Make safe trees that HTC is responsible for, particularly where adjacent to the roadside, in public open spaces and where damage is being caused to third party property. Retain a clear line of sight between our CCTV poles to maximise the signal.

### Options

- a) **Either: remove and replant (Norway Maple T5)** *To dismantle T5 to ground level and remove and dispose of all waste Hungerford Tree Surgery quoted £1,100 (price doesn't include grinding root approx. £250 or replanting)*  
or
- b) **20% crown reduction (Norway Maple T5), removing heavier sections where possible. Adjust and check cable braces.** *Hungerford Tree Surgery quoted £675.*
- c) **Remove low branch over path (Norway Maple T26) Reduce remaining canopy by approx. 20% to produce a more compact crown shape and reduce a risk of break out.** *To reduce T26 as recommended and remove the lower branch Hungerford Tree Surgery quoted £450.*
- d) **(Norway Maple T1) Remove grass growth by hand and mulch with 75mm composted bark mulch to reduce competition.** *To clear the grass and mulch T1 Hungerford Tree Surgery quoted £125.*

**Recommendation** Proceed with *either* option a, or b. Proceed with options *c and d*.

**NOTE LIMITATIONS WITH BUDGET** **There will be only £781.27 in EMR**, once we pay invoice for other previously agreed work (cutting back of oak trees).

**Signed:** Town Clerk 19<sup>th</sup> November 2023

## Youth Council Minutes

1st November 2023

In attendance 4 Youth Councillors, 3 Town Councillors Derek Alford, Claire Winsler, in attendance Helen Armstrong and Daniel Lewis.

It had been decided to reintroduce the original list of ideas put forward by the Youth Council at the very first meeting we had last year. The reasons for this are.

- There was a lot of enthusiasm when Y.C. first started. They had become a little lost. Taking on the Youth Council is a challenge for young people. Coming up with ideas was the easy part. There is the need for more guidance from the Youth Council leaders and an understanding of the difficulties. It is easy for adults to take the lead rather than encourage and guide. Although they are fully supported. There was some contact between one meeting and the next, but not enough. There is need for feedback.
- The Youth Council are all involved in their education, sports and other activities and this has put a time constrain on them. But not an impossible one, but this can divide their loyalties.

What is important to them. It can be seen that there is a keenness in them for the Youth Council, but they need to understand what it means to work together for a common aim.

- The Youth Council's previous ideas did give the Youth Council a reboot that was needed. It helped regenerate some new ideas. Helen A put forwards the need to paint a mural on a wall at the bottom left side of the alley that goes up to Fairview road. It has had unsightly graffiti over the lower part of the wall. One of the Youth Council will talk to the Art teacher at J.O.G. school to get them involved in this project.
- An idea that is already being looked at, is starting a chess, board games sessions for young people. This idea came from one of the Y.C. and he wants to be involved. We are looking into either the Library or the Youth Centre.
- Derek needs to contact Kate Edwards who is coordinator for Town and Manor conservation on T&M land. She has been away and has just returned. The reason to meet up her is to discuss the possibility of the Youth Council doing voluntary conservation work.

The next meeting is on 22nd Nov 23.