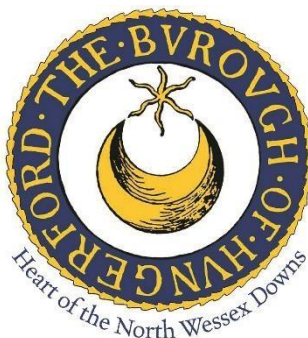


# HUNGERFORD TOWN COUNCIL

The Mayor  
Cllr Helen Simpson  
c/o The Library  
Church Street  
Hungerford, Berkshire  
RG17 0JG  
Tel: 07920 110380  
Cllr.helen.simpson@hungerford-tc.gov.uk



The Town Clerk  
Mrs Claire Barnes  
The Library  
Church Street  
Hungerford  
Berkshire RG17 0JG  
Tel: 01488 686195  
[townclerk@hungerford-tc.gov.uk](mailto:townclerk@hungerford-tc.gov.uk)  
[www.hungerford-tc.gov.uk](http://www.hungerford-tc.gov.uk)

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**Draft MINUTES of the Recreation, Amenities and War Memorials Committee (R&A) meeting held on Monday 21<sup>st</sup> July 2025 at 7.00pm, in the Library, Hungerford**

**Present:** Cllrs Simpson, Winsor, Fyfe, Keates, Montgomery, Armstrong, Reeves, Day & Brunning

**In attendance:** Deputy Town Clerk (DTC), Mr C Hall, prospective Councillor.

**The minutes of the meeting are recorded in order they were discussed at committee meeting.**

The Chair opened the meeting and welcomed Mr C Hall, a prospective Councillor. CH plans to attend a further 3 council meetings to obtain a good overview of the role of a councillor, pending a decision on joining in September.

**RA2025040** Propose Co-option of Councillors to Recreation, Amenities and War Memorial Committee

**Propose:** Cllr Winsor

**Seconded:** Cllr Simpson

**Resolution:** Cllrs Day & Brunning successfully co-opted to R&A committee (AIF)

**RA2025041** Apologies for absence – Cllr Alford

**RA2025042** Declarations of Interest - none

**RA2025043** Agreement of minutes of meeting held on 19<sup>th</sup> May 2025 and update on actions

Cllr Simpson reviewed actions from the minutes with most actions either completed or in progress. It was noted that as there is no CCTV at Bulpit Lane this should be discussed at H&T with the aim of a CCTV unit being installed if approved. It was agreed that it would be a good asset at that location.

Cllr Simpson thanked Cllr Fyfe for carrying out a H&S comparison list following the recent ROSPA reports and the Cllrs annual H&S checks. It was agreed that the Maintenance List would be updated to include a new column to identify the source of the issue rather than creating another document.

**Action:**

- HTC Office to put the proposal for CCTV unit at Bulpit lane onto H&T agenda.
- TC to update the Maintenance List to include an additional column for the source of a query.

**Propose:** Cllr Simpson

**Seconded:** Cllr Winsor

**Resolution:** Minutes agreed as a true representation of meeting held Monday 19<sup>th</sup> May 2025

**RA2025044** Receive updated summary of maintenance list

Cllr Simpson gave thanks to Maintenance for a sterling effort and it was noted that there are currently no 'red' jobs outstanding and lots of work has been completed. Cllrs agreed that it has worked well with Tactical cleaning the bench and maintenance carrying out the maintenance / repairs to the benches and it was noted how good the benches are now looking.

The Sin Bin window hatch at Triangle Field needs replacing and Cllrs agreed this action was required as it looks rusty and old.

Bollards still need painting at Bridge Street War Memorial – the black and gold are wearing off

**Actions:**

- Maintenance to check on status of the bench reported as dumped on the Common.
- TC to advise Nina Clark Lettings to arrange for the electricity company to check cabling and TC to obtain quotes for the work at Swimming Pool House. TC to instruct Nina to carry out any remedial work required
- War Memorial – TC to obtain a quote for the bollards to be repainted black and gold
- Updates on Trees to be covered in a separate agenda item 'Tree programme'

**Propose:** Cllr Simpson

**Seconded:** Cllr Winsor

**Resolution:** Actions to be taken as outlined above

**RA2025045** Receive update on ROSPA

Cllrs confirmed that work has been carried out on actions raised by ROSPA and any outstanding actions are scheduled. Work on July's ROSPA will be reviewed and actions taken accordingly.

**RA2025046** Update on Theatre Containers at The Triangle Field

Cllr Simpson wished the Theatre Group well at their new site and confirmed they will receive money for the old containers, HTC to check the site once they have left.

**RA2025047** Progress on the maintenance of the Nursery School Fence

Cllr Simpson confirmed that the work has been rescheduled to start 18<sup>th</sup> – 29<sup>th</sup> August. No work will be carried out in the evenings or at weekends.

**RA2025048** Feedback from the Beavers presentation – Cllr Winsor

Cllr Winsor updated Cllrs on the work she has carried out with the Beavers, who were all very excited and had lots of questions about HTC. The group has been declining in numbers so it was positive to hear that numbers are increasing. Cllr Winsor explained the role of HTC, its assets and the role of a Cllr, Beavers were apparently surprised that it is an unpaid role.

**RA2025049** Update on School Council – Cllrs Winsor & Armstrong

Cllr Winsor confirmed that Cllr Armstrong has worked very closely with Hungerford Primary School and noted that Jane Butler, the Deputy Head has recently retired. It has been agreed with the Headteacher that pupils will paint 6 murals on Cllr Armstrong's external property wall. This is scheduled for September term

and money is available in the school budget for paints. This will improve the current graffiti adorning the walls. Cllrs discussed that it might be useful to purchase a special cleaner to help remove other graffiti on the wall and a lacquer to help prevent the new murals being painted over. Cllrs questioned whether any form of planning is required.

It has been agreed that there will be 6 winners and 6 murals with the possibility of a School Calendar being produced of the paintings.

**Actions:**

- DTC to ask Cllr Armstrong to review any permissions required
- Cllr Winsor to investigate sealant / lacquer to use on the wall

**RA2025050** Report from Y&C Centre - Cllr Alford - Deferred due to Cllr Alford being absent from meeting.

**RA2025051** Propose replacement of broken Springer at Smithambridge Playpark. Refer to report

Cllr Simpson reviewed the report with Cllrs and it was agreed that Infinity should be used based on price and quality of work. Cllrs selected the Bumble Bee as both topical and reasonably priced. Cllrs agreed that it would be a good opportunity to have a presentation, an unveiling of the springer with possibly Reception & Year 1 Class at Hungerford Primary and pupils from the Nursery school.

**Propose:** Cllr Simpson

**Seconded:** Cllr Day

**Resolution:** Cllrs voted for a Bumble Bee springer based on cost and being topical

**RA2025052** Discuss and agree amendments to St Saviour's Regulations

Cllr Simpson asked DTC to provide an overview of the changes to the Regulations. DTC confirmed the additional wording related to the need to have a will, Grant of Probate or a signed and witnessed Statutory Declaration in order to transfer the Burial Deeds to a new owner. The wording also states that two earth burials per plot will be allowed with up to four sets of ashes in caskets (additional ashes may be interred without caskets at the discretion of the Council). Plots for cremated ashes have been confirmed as two sets of ashes with caskets. Additional ashes may be interred without caskets at the discretion of the Council. The aim is to make the regulations as clear as possible.

**Propose:** Cllr Simpson

**Seconded:** Cllr Keates

**Resolution:** Proposed changes to Regulations agreed by Cllrs

**RA2025053** H&S checklists – Propose use of Maintenance List to avoid duplication to highlight source of action (HTC Cllrs, Office, ROSPA)

This matter was also discussed as part of the update from the Maintenance List and Cllrs confirmed an additional column will be added to the spreadsheet to identify source of issue. Cllrs requested an update on the situation with Ramsbury Play park and requested it be put onto the next R&A agenda.

**Action:** Ramsbury Playpark update to be added to next R&A meeting agenda

**Propose:** Cllr Simpson

**Seconded:** Cllr Winsor

**Resolution:** Ramsbury Playpark update to be added to next R&A meeting

**RA2025054** Tree Programme. Refer to report

Cllrs have requested an update on whether the plane tree (BS war memorial) has been reduced.

Cllrs discussed the consultation with the Fungus Specialist and her decision that HTC should consult an Arboriculturist to review the bracket fungus at War Memorial Ave – it was agreed that the decision on the outcome of the tree should be deferred until next year and funding should be allocated to budget. Cllrs agreed that the TC to speak to RBL and find out what they would like to do when the tree is felled. Consensus is that planting new trees under existing tree canopies is unlikely to allow the trees to grow. As each tree represents a ‘fallen soldier’ RBL need to advise what they would like to happen. Cllrs discussed concerns of possible danger to pedestrians should branches break. The arboriculturist report stated that the tree should be fine for 3-5 years causing Cllrs to decide to defer a decision this year, to put money into the budget for next year and this will give HTC the opportunity to talk to RBL to agree a way forward.

SPH tenants want increased maintenance on sycamore tree due to falling sap – Cllrs concerned as the tenants chose to put the decking under a sycamore tree. They also raised an issue that cabling is going through the branches of the tree.

Work itself on tree to be deferred and taken back to R&A for action if needed (following update from Nina Clerk & electricity board)

**Actions:**

- TC to provide an update on Tree Programme and status of the plane tree
- TC to speak to RBL to discuss what should happen regarding the tree with bracket fungus
- TC to speak to Nina and request status of sycamore tree and sap falling and whether action should be taken

**Proposed:** Cllr Winsor

**Seconded:** Cllr Montgomery

**PART TWO**

‘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’.

**RA2025055** Consider proposal from Hungerford Archers & The Triangle Field

Item discussed, Cllrs agreed HTC should facilitate a meeting with Hungerford Rugby Club and Hungerford Archers.

**Propose:** Cllr Simpson

**Seconded:** Cllr Montgomery

**Resolution:** HTC should facilitate a meeting with Hungerford Rugby Club and Hungerford Archers.

Reports circulated:

### **R&A 21st July 2025 – UPDATES from Town Clerk**

#### **RA2025044 – Receive updated summary of maintenance list.**

Some of the main works completed by our maintenance man are shown below. Please note these are in addition to his routine checks of our assets and H&S checks. A lot of the benches have been renovated which is due to a contractor now cleaning them, and our maintenance man following behind sanding and staining.

- Fixed gap in fence between Common and Rugby Club
- Fixed broken panel fence at cemetery
- Erected sign for Section F at cemetery
- Stained fences surrounding the skip and the car park at cemetery
- Stained benches at cemetery
- Cleaned dog bin at memorial avenue and replaced no fouling sign
- Filled potholes in Skate Park car park
- Replaced the bin at the Cricket Club and fixed down.
- Secured the bench to the ground at the Cricket club
- Carried out repairs and stained 13 benches at Cricket club
- Old playground signage removed and new fitted at all parks
- Repaired damage to leg of swing frame
- Put new fluorescent tape on barrier at Bulpit entrance
- Filled crack in Dome play equipment - Bulpit
- Sorted buffer and latch on Bulpit front gate
- Cemented in post on Bulpit back gate and levelled ground. Yet to straighten rail.
- Stained 2 benches and 1 picnic bench at Bulpit PP
- Put up flags for Armed Forces and took down
- Emptied the entrance gulley at Triangle Field
- Installed new max headroom sign on Triangle Field gate
- Stained 250ft of fascia board whilst guttering was removed at Triangle Field.
- Stained the bench at the tragedy garden and the benches in St Lawrences churchyard
- Fixed football nets at the Rec.
- Cleaned bird muck off equipment
- Cleaned sign in the Croft for BIB
- Fitted new connectors to rope play

#### **Other work completed by contractors**

- P Culley has replaced the guttering around our part of the Triangle Field pavilion.
- AES have made repairs to the pillars and coping stones at War Memorial gardens – Please check the work.
- Tactical Facilities are busy cleaning benches

**RA2025030 – Receive update on ROSPA.** The July ROSPA report has been received. RB is working on items identified. Main points are below.

#### **Smitham PP**

- Gate to bridge is (still) closing too fast – *The risk has been downgraded by ROSPA. RB can continue to work on this.*
- Missing piece of equipment- *The springer was broken off and it is on the agenda to look at quotes to replace this.*
- Decayed timber on picnic table – *This is on the very end of the table and RB can trim it off.*
- Rot identified on wood on activity slide unit – *RB continues to monitor. Okay at present.*
- Bolt loose on rocker car and some delamination of wood – *RB to do.*
- Concrete exposed on the goal posts again – *RB to look at but risk deemed as very low.*
- Round off sharp corners of new signs and cut down length of bolt – *DONE*
- There are also some references to uneven ground.

**Bulpit PP**

- Round off sharp corners of new signs and cut down length of bolt – *RB to do*
- Back gate is bent – *RB to try and replace bent rail.*

**Hungerford Town Council**

**Public Report to:** Recreation & Amenities 21<sup>st</sup> July 2025

**Agenda Item No: RA2025051 – Replacement of broken springer at Smitham Bridge play Park****Background**

Previous springer was old and in poor condition. It was snapped off at the base and the cost to replace the spring was very similar to the cost of a new item of equipment so not viable. I have approached two playground equipment suppliers, Kompan and Infinity for some quotes.

**Objective**

Replace broken equipment with new to fill the existing space

**Options**

1) **Infinity has provided several quotes.** All include removal of previous equipment and installation of new.

- a. Their safari animal springers retail at £1,118 plus vat.
- b. The other themed springers (bugs etc) cost £1,218 plus vat
- c. The duck is more expensive (although not bigger or better - just a different make) ££1486 plus vat

2) **Kompan has provided several quotes.** All include removal of previous equipment and installation of new.

- a. Sit on horse £2319.15 plus vat
- b. Sit in horse £2,409.15 plus vat
- c. Double horse springer (for 2) £2,724.15

**Financial and Legal implications**

Allocated budget specifically for springer is £1200 although EMR does have some funds if necessary.

**Recommendation(s)**

Infinity is much more reasonably priced. See their product features below. Size for example of the safari animal is 653width by 568 in height. The sit in springers are suitable for small people and that design does limit the rider to the appropriate age reducing the chances of vandalism slightly.

Refer to the drawings supplied. Suggest an option from 1a or b.

- • Springs with 5 year guarantee
- • Galvanised steel ground anchor
- • Seat fully supported by steel bracket
- • Safety hand hold and foot rest
- • HDPE panel construction
- • Slip resistant seat
- • TUV tested to EN1176

**Signed:** Town Clerk 17/7/25