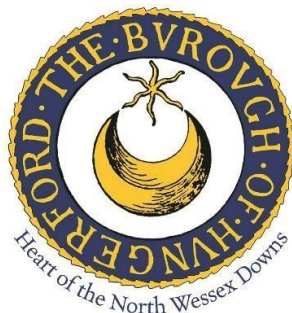


HUNGERFORD TOWN COUNCIL

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Draft MINUTES of the **Recreation, Amenities and War Memorials Committee (R&A)** meeting held on Monday 18th May 2026 at 7.00pm, in the Library, Hungerford

Present: Cllrs Brunning, Alford, Fyfe, Keates, Reeves, Day & Terry

Also in attendance: Deputy Town Clerk (DTC), Representatives from Town & Manor and DRC Drones.

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

Cllr Brunning welcomed Cllrs and representatives to the meeting and confirmed that DRC Drones would begin with a short presentation, and the full meeting will commence afterwards.

RA2026035 Consider granting permission for DRC Drones to operate from Hungerford Town Council locations for promotional purposes.

DRC Drones thanked Hungerford Town Council (HTC) for the opportunity to present to the committee and proceeded to outline the pilot's professional qualifications and extensive experience, confirming that full commercial and public liability insurance is in place. The discussion highlighted the range of drone technologies available, along with their key functions and areas of specialism. These include aerial photography and videography, 3D imaging, landscape surveying, thermal imaging, and search-and-locate capabilities. Such services can support HTC across a variety of functions, including operational activities, surveying, and marketing initiatives.

Cllr Keates requested that this item should be placed on Full Council agenda for consideration to enable DRC Drones to be granted permission to fly on behalf of HTC.

RA2026027 Apologies for absence – Cllrs Hall, Armstrong and District Cllr Gaines

RA2026028 Declarations of Interest - none

RA2026039 Discuss concerns over increase in litter around Hungerford, Cllr Keates

Cllr Brunning welcomed representatives from Town & Manor (T&M). Colleagues and Cllrs discussed concerns regarding the amount of litter and dog waste that is 'dumped' on the Common, the Marsh and throughout the roads in Hungerford, in particular, the High Street. It was noted that on numerous occasions, residents and visitors have been seen dropping litter, allowing their dogs to soil without picking anything up. Concerns were raised regarding the dangers of dog waste to both animals and humans including E.coli, and other infectious diseases. Dog waste can be toxic and lead to infections, it also pollutes our water ways. Dog

waste also proposes significant risk to cattle on the Common and Marsh due to parasites and toxins which can, in worst case scenario, cause death. It was noted that some of the signs were old and very difficult to clean, needing to be removed and replaced with clearer aluminium signs. It was noted that there are a similar number of cows this year to previous years.

Cllrs discussed initiatives from other areas including London who had teams of volunteers out with fluorescent paint to circle where the dogs had soiled and then took drone footage of the whole area to display just how bad the situation was.

Cllrs & T&M representatives suggested the need to educate people through a variety of initiatives:

- Poster campaign with schools
- Volunteers at the entrance of the Common entrances to welcome residents & visitors, talking about cows and the impact of them eating dog waste, offering dog waste bags if required and the need to keep the Common and Marsh clear of litter and dog waste.
- Litter pickers are available at The Downgate Pub should people wish to volunteer during a walk
- A joint social media campaign to be carried out by T&M & HTC
- Town & Manor to consider a Town Hall steps educational event to highlight the dangers to people
- Production of informational leaflets outlining the dangers of dog waste
- Explore the use of drones to provide images of the affected areas (with the use of a non-toxic spray/paint) to be used in promotional material.

Placing bins on the Common was discussed but dismissed due to impact of the cows eating litter, dog waste and injuring themselves on the bins/wooden fencing separating them. It was agreed that more education about the impact to animals and humans is needed to improve the situation.

It was also noted that the bin at the top of school alley has been removed

Action: HTC office to contact West Berkshire Council to enquire where the bin has gone from school alley near Fairfield Road.

Discussion concluded, Cllr Brunning thanked T&M representatives who left at 7.58pm.

RA2026029 Agreement of minutes of meeting held on 16th March 2026 and update on actions

Update on actions:

Action: Tree work (T770, T768) to be felled -pending firmer ground conditions

Update: **Rob Fox appointed to work on 3 Oak Trees T767, T772,T774 – removing major deadwood**

Cllr Keates confirmed the Ash tree has been felled and he has removed the branches hanging over the road from the Oak tree, confirming that the required work on the trees at Triangle Field has now been completed.

Action: TC to confirm water source and action agreed. Item to remain on next agenda for update.

Update: **Action confirmed and today, Cllr Day requested agenda item but put on hold and added to agenda in September**

Action: HTC to contact Rugby Club to confirm a second inspection will be carried out by 1 May and agree date/time

Update: **2nd meeting confirmed for 20th May 26 @ 11am when all required works will be assessed.**

Action: Authorisation in place for up to £600 for roller shutter to replace damaged wooden hatch which will improve security and the aesthetics.

Update: TC requested 4 quotes for the shutters and to fit – 2 companies have responded

Further update: Following discussion and confirmation from the Rugby Club that they are satisfied with

the current hatch, now that it has been painted and new hinges provided, it has been agreed that there is no need to go ahead with the purchase of a replacement roller shutter. Cllr Keates proposed that the current shutter remain in place.

Proposed: Cllr Keates

Seconded: Cllr Reeves

Resolution: New roller shutter no longer required and be removed from the maintenance list.

Action: TC to obtain WBC permission to change the Great West Way sign in Hungerford

Update: **WBC has given permission to HTC to change the sign and it was been confirmed a 'sticker' will be put over the Great West Way strapline in March 27 when HTC's membership expires.**

Action: Cllrs to raise the issue regarding recycling directly at Town Meeting with WBC recycling officers.

Update: **Meeting confirmed with WBC recycling team for Wednesday 20th May 2026.**

Proposed: Cllr Brunning

Seconded: Cllr Terry

Resolution: Minutes agreed as a true representation of the meeting held on 16th March 2026.

RA2026030 Receive updated summary of maintenance list

Cllr Brunning read through the summary update on the maintenance list.

Cllr Keates proposed at vote of thanks for Mr R Ballard for going above and beyond with the work he's carries out, in particular the cleaning work at the Croft Field Activity Centre.

Proposed: Cllr Keates

Seconded: Cllr Day

Resolution: A vote of thanks was passed thanking Mr Ballard for going above and beyond in his course of work, with particular emphasis on the cleaning work carried out at the Croft Field Activity Centre.

RA2026031 Receive update on ROSPA

Cllr Brunning confirmed that all elements identified in the ROSPA reports were categorised as low/very low risk levels.

RA2026033 Consider request from the Community Food Project to erect a wooden shed at The Croft Field

Update: DTC confirmed that the Community Food Project are once again reviewing their requirements and will update HTC in due course and will go back on the agenda at a later date.

RA2026034 Discuss Signage for Britain in Bloom (BIB) – Hungerford Entry points

Update: BIB subcommittee to confirm wording for the stickers to go on the entry signs. 'Britain in Bloom Medallist' was suggested but subcommittee to confirm wording.

Proposed: Cllr Keates

Seconded: Cllr Day

Resolution: Britain in Bloom subcommittee to agree wording for stickers and update HTC.

RA2026036 Update on Britain in Bloom, Cllrs Day, Brunning

- Cllr Day provided an update on progress for BIB, confirming that some of the plants recently planted along the church wall have been stolen. Plants have also been stolen from the planters on the Bridge run by the Smarten Up Hungerford team (SUH). Some of their plants were lost during the

recent frost in the SUH High Street tubs, replacements will be planted shortly.

- The work on the roundabout has begun with clearing, weeding and planting. Cllr Day confirmed that volunteers were welcome. Cllr Brunning has prepared the wording for signage and preparation is underway for a large bird bath to be put in.
- Judging Day is confirmed for 10th July. The route details are being finalised and will be ready to be published shortly. A welcome ceremony will be held at the Town Hall at 1pm. Cllr Keates to be present at the welcome and the children's choir will perform, and a presentation will be provided. The first stop on the tour of the route will be the Hungerford Resource Centre via the Common. Cllrs will use the Chain bus to transport the Judges. The Heritage Trail sign will be placed in Elaine's Courtyard. Cllr Keates confirmed HTC will buy any paint and tools needed to repair the white railings at the top of the High Street.
- Cllr Brunning is preparing leaflets which will be available for distribution shortly.
- There will be a practice run of the tour and welcome/presentation on 4th July.

Action: HTC office to advertise on social media informing of the plant thefts and need to help keep Hungerford looking beautiful. CCTV will be reviewed. Cllr Day to provide wording and HTC office will advertise on social media.

RA2026037 North Wessex Downs – agree content for signage at Hungerford Railway Station
Following the meeting held with NWD, at Hungerford Railway Station – Cllr Keates has requested 5 signs rather than the 3 offered to maximise advertising e.g. of the Heritage Trail and other promotional information with QR codes. Cllr Brunning agreed to prepare the artwork to update The Heritage Trail information and feedback to committee.

RA2026038 Consider the validity of the project to replace the surface at Bridge St War Memorial (BWM) with bonded resin or remove from Action Plan

Cllrs confirmed that the condition of the brick paving is not as bad as feared at BWM and just required regular cleaning. Cllrs agreed to remove the item from HTC's Action Plan.

Proposed: Cllr Keates

Seconded: Cllr Brunning

Resolution: Cllrs agreed to remove the item from HTC's Action Plan.

RA2026040 Any Health & Safety concerns – none

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'.

RA2026041 HAHA - discuss the outcome of AGM

Cllr Day provided an update on Hungerford Allotments Holder's Association (HAHA) AGM, and it was agreed that a 6 monthly audit would be carried out by HTC with the Chair of HAHA.

Proposed: Cllr Reeves

Seconded: Cllr Keates

Resolution: 6 monthly audits to be undertaken by HTC with Chair of HAHA