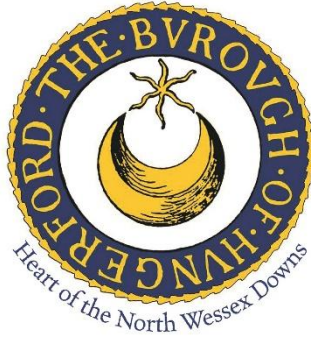


HUNGERFORD TOWN COUNCIL

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Draft MINUTES of the **Full Council Meeting** held on Monday 3rd August 2026 at 7.00pm in the Library, Hungerford.

Present: Cllrs, Keates, Hall, Mulholland, Day, Fyfe, Terry, Armstrong, Cole, Reeves, Alford, Carlson, Brunning and Edginton.

Also present: Members of the press, District Cllrs Benneyworth (DB) and Gaines (DG), prospective councillor: Hayley-Anne Reed and members of public.

In attendance: Town Clerk (TC)

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

The Police couldn't attend.

FC202600120 Note apologies for absence – Cllr Hudson

FC202600121 Declarations of interest – None

FC202600122 Approval of Minutes of the Full Council meeting of 6th July 2026, and update on any actions.

Proposed: Cllr Keates

Seconded: Cllr Terry

Resolution: Minutes of the meeting of 6th July 2026 were agreed.

Outcome of actions:

DG has spoken with WBC Highways, and we have since received an email about setting up a meeting with them and John Downe to discuss the location of future EV chargers in Hungerford. DG explained there were an extraordinary amount of Members Bids applications this time as they are no longer requiring matched funding. HTC has not received anything. It appears we slipped through the net.

There is no maintenance due in the area where the gentleman fell over in the high street.

Other actions are either on the agenda for tonight or have been completed.

FC202600123 Consider co-option to fill councillor vacancy by paper ballot – Hayley has attended four council meetings. She has experience in chairing meetings and running projects and is interested in the work Council does for the benefit of Hungerford.

It has been agreed that in future co-option of councillors will always be carried out by paper ballot.

A ballot was carried out. There was unanimous support.

Resolution: Co-opt Hayley Reed as a councillor to fill the remaining councillor vacancy.

Hayley signed the acceptance of office and joined the table.

FC202600126 Presentation of Mayor's coins (*This item was brought forward*) The Mayor commented that we are blessed in Hungerford for having defibrillators. A new defib and bleed kit has recently been installed outside Nationwide as they are rolling out a programme to install at every branch. Due to the close proximity of our library defib and bleed kit we will look to relocate these in a more useful location.

The Mayor reported that on 20th June during a heatwave he saw a helicopter fly over and settle and land on the Common. As he came through the south gate he saw two first responders and an ambulance and observed Olly walking across the field. Olly had been at the incident. Six people had been walking on the Common when one of them collapsed. Olly had been out with his dog when he came across them. They didn't know whereabouts they were and the gentleman was injured. Olly had run full pelt across the Common to the Downgate to retrieve the defib and drove back to the incident to help. The air ambulance had since arrived and the gentleman survived.

The Mayor thanked Olly for his actions and for getting involved. He encouraged everyone to attend the public Emergency event that is happening on Monday 10th August from 10am to 2pm at Hungerford Town Hall where you will be able to meet the emergency services. There will be free training, including how to use defibs and carry out CPR.

The Mayor presented Olly Kelly with a Mayor's Coin and a certificate for his actions to save a life.

The Mayor also presented Cllr Nia Day and Cllr Jane Brunning with a Mayor's coin and certificate for their leadership skills and hard work preparing Hungerford's entry in the Britain in Bloom competition.

A public forum took place to air views on the application for a premises licence by the Croft Hall. This also formed part of agenda item FC202600129 Health & Safety. Present was a representative from the Croft Hall trustees and a concerned neighbour.

Please see attached terms under which objections can be made. The licence will determine where and what takes place. The Croft Hall wish to use their rear garden and side hall in addition to the main hall. This will be for plays, live music, dance and for the sale of alcohol until 9.30pm.

It was explained that the Croft Hall is a charity and has been run for 125 years. It consists of 3 rooms and a rear garden and was used as a nursery but is now used by the children's centre two mornings a week. The intention is to flatten the old nursery garden and grass it. The objective is to provide an asset for the community to enjoy. The alcohol licence is for when they have weddings and guest wish to enjoy the outside area with music. There is no need to have a music licence for an audience of less than 500. There are around 20 music events, 20 films, and 12 parties a year at the Croft Hall. They wish to manage the space, so they don't offend the neighbours. The person that is hiring the hall would become the responsible supervisor.

The following questions were asked and responded to:

What's the impact of not getting the licence? The only way they could use the outdoor space is for music. They could not drink outside and would need to bring their own alcohol.

With weddings and discos finishing at 9.30pm outside, would open doors let out noise?

They would not be wanting to leave doors open due to heating or air conditioning not being effective.

If supervision is self-policed by the event holder, are they going to do that?

There are a small number of trustees so they wouldn't be able to attend all the events as supervisor. However, 15 of the films are run by the trustees.

The neighbour explained he has lived there 9 years and has spoken recently to Trustees about the noise. The doors were open during an event on 10th July, people were outside and the noise was very loud. The event parking was outrageous. He couldn't access his drive, and emergency access was blocked. He doesn't wish to live next door to a pub garden. He is okay with a licence for the second hall, provided there is a supervisor on site. He added that he loves the venue but drinking alcohol outside is not right.

Cllr Cole advised the decision will be with West Berks Council. He doesn't believe that parking is a consideration for licencing. It was suggested that bollards are required to stop inconsiderate parking and a parking marshal is needed.

A councillor who walked past the hall during the event in July said he didn't think the music was any louder than a usual party/BBQ and didn't see any parking problems. The neighbour disputed that and advised he has evidence to the contrary. He said that the music is a lot louder around the back of the building.

The general consensus was that it is a real risk not having a proper supervisor on site. The suggestion of factoring this into the cost of the venue hire was thought to cost an additional £150.

Cllr Cole suggested that they both contact their district councillors if they wish to speak at the WBC planning meeting where the application will be decided.

- FC202600124 Ratify Co-option Policy as recommended by F&GP** – Cllr Mulholland explained that most of the existing content of the co-option policy has been kept. Improvements have been made to simplify the wording and structure. The previous wording about candidates attending meetings was a bit ambiguous and this has been made clearer. After explanation the following was agreed:
Proposed: Cllr Mulholland
Seconded: Cllr Keates
Resolution: A candidate should ‘normally’ attend the full council after their application has been submitted, attend at least one committee meeting, meet with the Clerk and a councillor for an informal chat and attend the full council meeting where they are considered for co-option, the vote of which will be made by paper ballot.
- FC202600125 Receive Mayor’s report. Refer to circulated report. (Please see attached)**
- FC202600126** *This agenda item was discussed earlier – see above.*
- FC202600127 Receive District Councillor’s reports** – DG confirmed that Ridgeway Council consisting of South Oxon, Vale of White Horse and West Berks Council will be established. This will be including Tilehurst and will come into operation from 1st April 2028. During the year May 2027 to April 2028 there will be a caretaker council in place whilst WBC finish off (not commencing any new projects) and Ridgeway starts up. WBC councillors will stay until 2028 and from next May anyone who stands will be for Ridgeway. It has been recommended that Town and Parish councils change their elections to match their local authorities’. The population in the new unitary authority will be 420K as opposed to 168k currently. WBC recommended two new councils, but Government went for three being Ridgeway Council, Northern Oxon and Greater Oxford, a change from the current seven. It was questioned why WBC are starting review of their local plan now with all the changes afoot. DG confirmed they have been given no choice by the Government. There is a 116% increase in additional allocation and the plan has to be done in 30 months. Vale of White Horse also has to do a plan and South Oxon do not have a 5 year housing supply. HTC would need to look at updating their NDP after April 2029. The Prime Minister is pushing for Mayoral Authorities. Hungerford and Kintbury will become a two-member ward instead of three and Ridgeway will only have 88 district councillors whereas there are currently over 100. DG doesn’t know how the changes will affect the finances as there will transfers of assets, money and services. Last Thursday the Wetlands application was approved. The Aldi application has been withdrawn but DG is pretty confident it will be resubmitted. This was due to the concerns of WBC highways. The Chestnut Walk consultation has been open for 2 weeks out of 6 and so far, there are only 5 responses. The public meeting will be held on 3rd Sept at 6pm in the Youth and Community Centre, Priory Road, Hungerford. John Parry will be chair, and DG will be present to answer questions along with the housing manager. If DG receives questions before the 3rd, she will be able to obtain answers.
- FC202600128 Hungerford Emergency Event – This will take place on Monday 10th August, at Hungerford Town Hall, from 10am to 2pm.** It is a free family event open to all. Please come and get involved.
- FC202600129 Health & Safety – Receive any complaints or concerns** – A car crash which occurred at the top of the High Street is under Police investigation. It will be a maximum 28-day repair. The lamppost taken down was the one that HTC had applied to put a Speed Indicator Device on. The BT box is damaged, and the area has been made safe with barriers.
- FC202600130 Propose authorisation of payment run** (circulated along with copies of invoices) for July.
Proposed: Cllr Mulholland
Seconded: Cllr Carlson
Resolution: Agree payment run of £25,307.42 for July.
- FC202600131 Propose accounts to date** – Refer to circulated Income/Expenditure Report.
Proposed: Cllr Mulholland
Seconded: Cllr Keates
Resolution: Propose the income over expenditure report for July of £116,390, with a positive variance and Cllr Mulholland’s report (please see attached).

FC202600132 Propose amendment to Section 2 (number 11) of the AGAR. The wrong box was ticked and has now been corrected.

Proposed: Cllr Mulholland

Seconded: Cllr Carlson

Resolution: Agree amendment to Section 2 (number 11) of the AGAR to tick yes instead of no.

FC202600133 Confirm location and use of telephone box and agree to apply for Listed Planning Consent

Proposed: Cllr Keates

Seconded: Cllr Day

ACTION:

Resolution: Agree to apply for listed planning permission to move the telephone box from its current location to outside Farewise travel (where the black bin is currently located).

FC202600134 Receive any reports (no more than 3 minutes per report and not to include any proposals). None

Meeting closed at 8.45pm.

Hungerford Mayors report July 2026

Extreme heat and emergency services demonstration event

As the weather continues to challenge us please be very aware that the grass and foliage is tinder dry.

Please be very careful with BBQs and fires sparing a thought for our outstanding fire fighters that have been extremely busy keeping us and the surrounding countryside safe.

On Monday 10th August HTC are hosting an emergency services demonstration and information event in the town hall from 10 AM till 2 PM. This will provide the opportunity to people to get hands on with things such as defibrillators and CPR as well as fire awareness and crime prevention tips etc. All are welcome to come and meet our hero's and to talk to them.

Britain in Bloom 2026

After 12 months of preparation and hard work by the team of BIB volunteers the day of judging finally arrived. As we all know the extreme weather has been really challenging and in particular the task of watering has been monumental. Teams of volunteer's from across Hungerford and groups have been going above and beyond (and are still doing so) to deliver many wonderful improvement projects. The day itself was highly involved, showcasing our town in the very best light. BIB has been used as a vehicle to galvanise joint working on environmental and heritage projects and the approach will be used on future and ongoing projects. Very well done to Cllrs Nia Day and Jane Brunning as the leads but behind them the legion of volunteers who have been absolutely magnificent.

Town band concert in St Lawrences Church

Deborah and I were invited to the concert, and it was brilliant to hear the band in the church with its excellent acoustics and the very different playlist. I particularly enjoyed the spaghetti western themes, and the solo performances were sublime. It was amazing to see the trainee band members perform future proofing it for us all to enjoy. I urge anyone to come and listen to the band at any opportunity as you will not be disappointed.

Primary School production for year 6 leavers "Robin and The Sherwood Hoodies"

Despite the considerable heat the production was enthralling, and the jokes were coming so quickly it was a challenge to keep up. Never have we seen so enthusiastic and confident children who were clearly enjoying giving their all to the performance. It was clear that both staff and kids had been living the experience as it was nothing short of a professional show. We would have gladly paid for the pleasure of watching it. Well done all and massive congratulations to Lucy and her team.

Oaklands School end of year celebration

Cllr Hall and I attended the Oakland event in the Herongate auditorium. We were absolutely blown away by the amazing work carried out by the staff to work with and around the pupils needs to deliver learning. So much so they have 3 leavers who are moving into further education and following their dreams. Oaklands school can be seen around the town enjoying and exploring activities whilst engaging in the community. Over the last year they have been recording how far their trips have taken them and incredibly it measures 5.5 million steps! They have expanded the school due to demand and now have an additional facility at Herongate and continue to go from strength to strength.

Hungerford Carnival

Rumour has it that Elvis turned up at the event and it was not Michael Jackson as asked by one enthusiastic young lad. The Hungerford Carnival Committee of four delivered a larger event this year lead by Neale Marney. The team of four worked tirelessly to deliver the event to the delight of the crowds who kindly supported. The event raises money for local groups who take part and it would be wonderful if more businesses and groups could enter.

I would also like to give a shoutout to the kind volunteers who support many events by acting as marshals. Without marshals no public events would be possible and their help is invaluable. If you wish to be a marshal, please contact HTC to be added to the marshals WhatsApp group.

Keep your eyes peeled and diary out as on the 19th December there will be an illuminated tractor and vehicles parade through town ending at the Herongate.

Cllr Jerry Keates

Mayor

Finance & General Purposes 'End of Month Report' for Full Council of 3rd August 2026

Income and Expenditure Report for July 2026 (Month 4)

101	Finance	Bank interest of £614 received.
102	Administration	Actual Income over Expenditure £5,750 positive variance against budget, due mainly to timing of salary payments.
103	Grants and Donations	Nothing to report.
104	Pool House	Nothing to report.
105	Contingency	Nothing to report.
107	Environmental & Planning	Nothing to report.
201	Recreation and Amenities	Actual Income over Expenditure £3,073 positive variance against budget, due to timing of income and costs.
202	War Memorial Ground	Actual Expenditure over Budget £160 positive variance.
203	St. Saviours	Actual Income over Expenditure £1,100 positive variance against budget.
204	Croft Field	Actual Income over Expenditure £1,387 positive variance against budget.
205	Library Maintenance Costs	Nothing to report.
206	Triangle Field	Actual Income over Expenditure £259 positive variance against budget.

207	Flowers – HiB Hanging Baskets	Actual Income over Expenditure £350 positive variance against budget. £250 moved to EMR.
301	Christmas Lights	Actual Income over Expenditure £262 negative variance against budget. Electricity bill paid.
302	Highways	Actual Income over Expenditure £1,202 positive variance against budget.
303	CCTV	Actual Income over Expenditure £142 negative variance against budget, due to timing of maintenance.
901	Reserves	Expenditure of £4,674 against reserves due to improvements to library roof, NDP booklets and small works.

Year to Date Income over Expenditure

£116,390

Variance from Budget

Positive: £84,492

Simon Mulholland
Chair of F&GP

30th July 2026

Licensing Objectives

If you wish to make a representation, then the issue must relate to one of the following licensing objectives, or it will not be valid:

Prevention of Crime and disorder - This relates to any crime, disorder or anti-social behaviour related to the management of the premises. The licence-holder cannot be responsible for the conduct of individuals once they leave the vicinity of the premises.

Public safety - This relates to the safety of the public on the premises, such as fire safety, lighting and fire exits.

Prevention of public nuisance - This can relate to hours of operation, noise and vibration, noxious smells, light pollution, and litter.

Protection of children from harm - This relates to protecting children from the activities carried out on the premises whilst they are on the premises. The law does provide Specific protection for children, such as making it illegal for children under 18 to buy alcohol