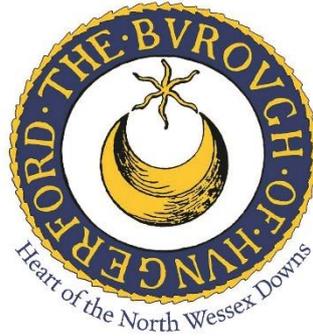


HUNGERFORD TOWN COUNCIL

The Mayor
Cllr Helen Simpson
57 Fairview Road
Hungerford
Berkshire
RG17 0BP
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
www.hungerford-tc.gov.uk

MINUTES of the **Recreation, Amenities and War Memorials Committee** meeting held on Monday 20th March 2023 at 7.00pm, in the Library, Hungerford.

Present: Cllrs Simpson, Winsor, Knight, Alford, Keates, Fyfe, Yakar-Wells and Schlanker
Also in attendance: Town Clerk, two representatives from Chamber of Commerce, and Newbury News

RA20230015. Apologies for absence – None

RA20230016. Declarations of Interest - Cllrs Alford and Winsor (Youth Council RA20230020)

RA20230017. Agreement of minutes of meeting held on 16th January 2023

Proposed: Cllr Simpson

Seconded: Cllr Keates

Resolution: To accept the minutes of 16th January 2023 as a true record. 2 abstentions.

Update on actions: Outstanding previous actions are as follows;

ACTION: Await key clamp drawings from Hungerford Rugby Football Club (HRFC)

ACTION: Clerk to enquire about staged payments for skate park project.

ACTION: Clerk is meeting Gigaclear tomorrow and will ask about a broadband connection for Triangle Field CCTV.

Other actions have either been concluded or are on the agenda.

It was noted the ownership of the war memorial is being dealt with by F&GP. The Karcher cleaner has been sold. The maintenance man has been instructed to clean the gully at Triangle Field regularly and to clean the memorial stone in the avenue. Councillors are happy with the verti-draining proposal from the Rugby Club. The Clerk will advise if any correspondence is received reference Marsh Lane Allotments.

RA20230018. Receive updated summary of maintenance list. The full list had been circulated in advance. It was agreed to wait until after the skate park installation is complete before obtaining quotes for new fencing and bins there. The maintenance man has details of the grit bin that needs to be replaced. It was noted that there are problems with the Biffa bin lock being broken and people filling it with their own rubbish. An aspiration would be to install extra cctv to cover that area.

RA20230019. Receive update on ROSPA – The Clerk read out a report. **See attached.**

ACTION: It was agreed to get quotes to replace the safety surface at Smitham Bridge that are suffering from shrinkage and have worn away. These are located under the junior swings, baby swings and roundabout.

Two quotes have been received to replace the bearing in the carousel at Bulpit Park each around £3,000. The Clerk is meeting with Vitaplay tomorrow about the damage to the safety surface by the seesaw and will find out then if it is viable to repair the carousel.

ACTION: Clerk to report back on outcome of site meeting.

- RA20230020. Receive update on Youth Council** – Cllrs Alford, Lewis and Winser met with 6 members of youth council in the tri-service station on 15th March. This is now the venue that will be used. The youngsters have produced a long list of ideas and are choosing a couple to work on. They are researching what activities are available and what else they would like in the area. They may attend a committee meeting in the future and may come along to the Town meeting.
- RA20230021. St Saviour’s – Agree future plans for tree planting at St Saviours.** It was decided to wait until spring when trees are in leaf and then arrange a site visit with the local tree surgeon to examine the extent of ash die back and look at future plans for replanting.
- RA20230022. Triangle Field – Receive update on entrance barrier.** Cllr Keates has met with the installer as safety issues must be addressed. A spring mechanism is needed to allow the handle to be pulled down under control and a cover is needed to stop the finger entrapment. The caps are on order and the barriers require painting a bright yellow. The structure although not as solid as the one at the Croft, does need to span a significant length and is good enough. The Clerk has written to the installer advising their responsibilities under the terms of the H&S act.
Proposed: Cllr Simpson
Seconded: Cllr Keates
Resolution: Not to proceed with changes or payment until the contractor offers a warranty and confirms the barrier will be fit for purpose.
ACTION: Clerk will advise installer of committee’s proposal.
- Receive update on roof repairs** – These are currently scheduled for the end of March.
- RA20230023. Playparks – Bulpit Lane Play Park – seesaw surface.** (already discussed under item RA20230019 above) – await outcome of site visit.
- RA20230024. Bulpit Lane War Memorial and Tragedy Gardens – Refer to report from Cllr Keates (see attached).** The PowerPoint report was presented at the meeting and the various suggestions were discussed. It was noted hedging shouldn’t be cut back between 1st March and 31st July. It was agreed to start with tree work.
Proposed: Cllr Fyfe
Seconded: Cllr Simpson
ACTION: **Resolution:** Clerk to obtain a quote for a crown lift to the trees in Bulpit war memorial avenue.
- RA20230025. Croft Field Activity Centre – Receive update on project.** Work is underway. The window and frame in the north room had to be removed for construction of the entrance hall. Installation of a window in the north room may need to be brought forward from phase 2 into phase 1 otherwise there will be no window in the room. If you wish to make a site visit Mark has asked that we make an appointment due to health and safety.
- RA20230026. Skate Park – Receive update on project.** An application for a certificate of lawfulness has been made and the target date for determination is 4th May. (*Here is the link to the application*). <http://planning.westberks.gov.uk/rpp/index.asp?caseref=23/00516/CERTP>. On receipt of planning permission, a contract can be agreed.
- RA20230027. Chamber of Commerce Friendship Bench (this item was taken first as members of the public were present). (refer to attached report)** Two representatives from the Chamber of Commerce (COC) presented a mock-up design of a perspex plaque that could be fixed to the back of a bench. The plaque will invite others to join anyone sitting there alone. The plaque also contains a QR code which will link through to helpline numbers. The plaque would be approx. A4 in size and easy to clean. A bench in Canal Walk has been identified to be used. Some discussion took place as to whether to location was obvious enough and it was agreed that some advertising would be needed to create awareness. In time if successful a second bench could be placed elsewhere.
Proposed: Cllr Simpson
Seconded: Cllr Winser
ACTION: **Resolution:** Propose accept wording and design for plaque with one minor alteration (*removal of the word ‘the’ from after supported by*). Clerk to send through hi-res logo to COC.

RA20230028. Health & Safety – Refer to report. Quite a few of the actions identified were for the Rugby Club and due to be completed by mid-March.

ACTION: Cllr Keates will arrange a visit of the Triangle Field premises, including the kitchen, (now a key is available) to check on progress.

ACTION: Clerk to check the office have now received all the necessary H&S paperwork from the Rugby Club including the legionella temperature checks.

It was noted that the football nets on the rec are in poor condition.

ACTION: Office to obtain a quote for another set of goals including nets.

ACTION: Ask Hungerford Football Club if they have any spare goals they could donate.

RA20230029. CPI rate increase – Review rate increases for the Croft Field Activity Centre, St Saviour’s Cemetery, Memorial benches and Triangle Field and propose approval of documents with any amendments. All the rates have been increased by CPI (at 10%).

Proposed: Cllr Winsor

Seconded: Cllr Knight

Resolution: Agree Croft Field fees for 2023-24 as drafted.

Proposed: Cllr Simpson

Seconded: Cllr Schlanker

Resolution: Agree Triangle Field fees for 2023-24 as drafted.

Proposed: Cllr Knight

Seconded: Cllr Fyfe

Resolution: Agree St Saviour fees for 2023-24 as drafted.

Proposed: Cllr Keates

Seconded: Cllr Alford

Resolution: Agree Memorial bench policy and fees for 2023-24 as drafted.

The meeting closed at 8.35 pm.

ROSPA update

Smitham Bridge PP

Gate has violent action – regularly oiled to prevent this.

Slide – Chamfering has been completed.

Rocker lion – bolts have been tightened.

Monitoring of chain wear is being carried out.

Wear to swing seat is being monitored.

Shrinkage to wet pour below toddler & junior swings and seesaw.

Surface by roundabout needs repair – low risk

Swings need painting – on RBs list.

Bulpit PP

Cableway - Treads have been tightened.

Chain wear is being monitored.

Spica – dry bearings are being regularly greased.

Very slight damage on baby slide from strimmer, monitor.

Slight damage to swing leg being monitored.

Gate from avenue is bent and has a trip hazard.
Repaint slide – on RB's list.
Cap missing from climber.
Carousel – top cap is missing, and fixtures are loose – getting second quote
Multiplay climber – sand to be filled between edge of grass – RB to do.

Skate Park

Finger entrapment sorted.
Crack in metal work – low risk
Bin not secured.
Fence missing.

Hungerford playing fields war memorial / tragedy improvement suggestions

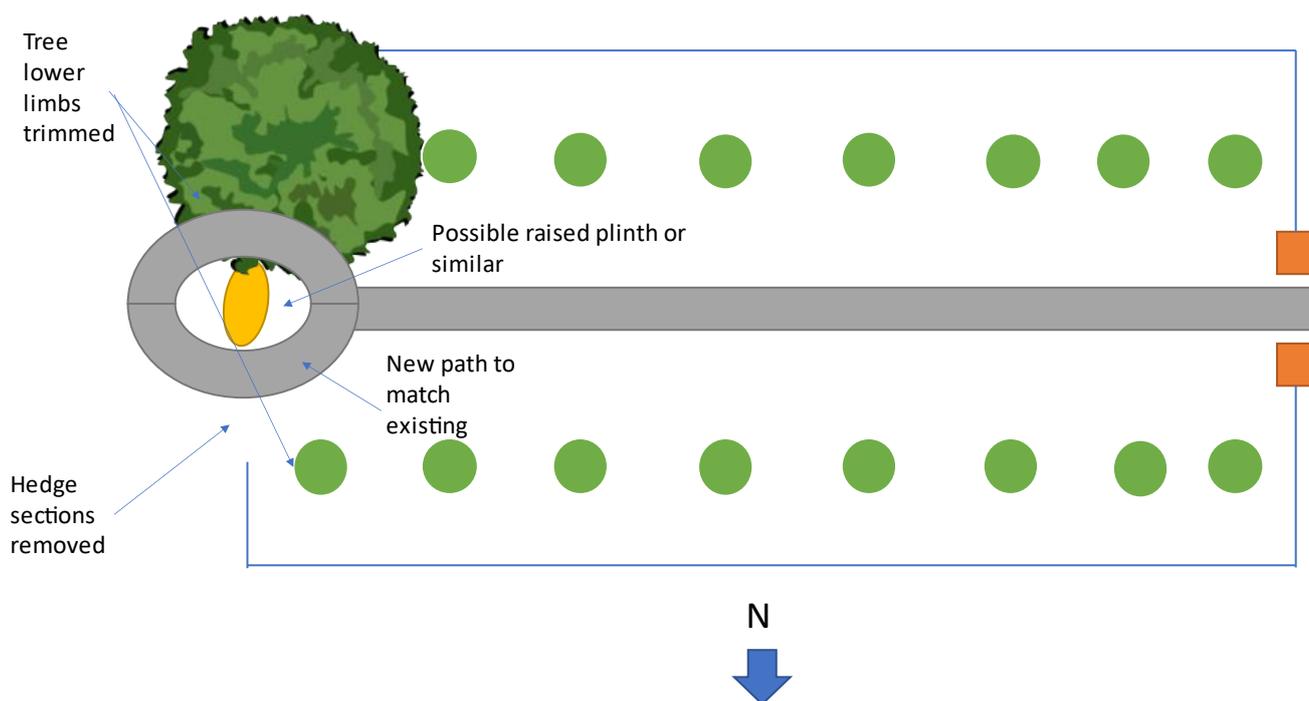


Current Situation

Eastern end of garden leading to playing field is very uninviting.
War memorial effectively blocks access to the field and is used as a marking spot for dogs.
Pathway around memorial / field access is uneven and a trip Hazard.
Trees are healthy but the canopy is very low making it dark.
Hedge at the eastern end of the garden is blocking light into the area.

Suggested improvements

Trim / remove the inner lowest limbs from the trees (eastern end) at the war memorial.
Consider raising the memorial or create a raised platform / stepped area to discourage scent marking etc.
Relay suitable pathways around the memorial / transition to the field
Widen the entrance to the field by removing a section of hedge either side of the memorial.
Consider suitable planting alongside of new paths.



RA2023027 COC Friendship Bench

Hungerford Town Council

Public Report to: R&A committee 20th March 2023

Agenda Item No RA2023027: Consider the plaque messaging on the Friendship bench which Chamber of Commerce have requested.

Background

Chamber of Commerce (CoC) Hungerford, previously requested that one of the benches in Hungerford is allocated as a Friendship bench. R&A Committee agreed to the proposal in November 2022 and January 2023. CoC would like to go ahead with the bench identified in Canal Walk. This is the only unallocated bench available but is still suitable.

The proposed messaging and design of the bench sign from CoC has now been received. The sign will be made from a Perspex material, explaining the intent behind the Friendship bench and both the sign and bench can still be cleaned and maintained by HTC. There will also be a QR code on the sign with links to organisations such as Samaritans, Citizen’s Advice, Money Advisory etc. See sign design below.

Objectives:

To agree that the messaging on the Chamber of Commerce Friendship Bench plaque is appropriate.

Reference to Action Plan Aim - Ensure public open spaces are safe and well maintained.

Available budget (£s)

Cost centre n/a – CoC will be funding the plaque

Options and recommendation

To approve the sign for Chamber of Commerce Friendship bench at Canal Walk

Signed: Deputy Town Clerk
6th March 2023

Proposed design

Welcome to the

HUNGERFORD FRIENDSHIP BENCH



This bench is designed to be a safe place where people can connect if they want someone to talk to, or if they want to help someone in need. By sitting here, you commit to being a friend to whomever may sit with you. Everyone needs a friend now and again and sometimes it's easier to talk to a stranger than a loved one. If you scan the QR code pictured above, you will find a list of organisations and their contacts

that may be able to help with whatever problems you may have. You never have to be alone and a problem shared is a problem lessened, so take advantage of this bench and the warm community spirit with which it was designed.



Hungerford
Town Council

Supported by
**The Hungerford Town Council
and the
Hungerford Chamber
of Commerce**

