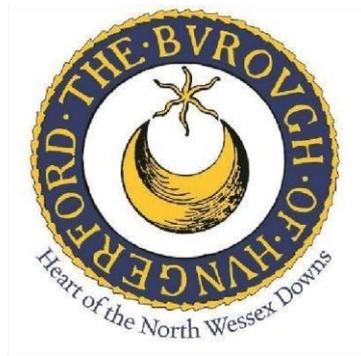


HUNGERFORD TOWN COUNCIL

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MINUTES of the **Full Council Meeting** held on Monday 7th October 2024 at 7.00pm in the Library, Hungerford.

Present: Cllrs, Simpson, Winsor, Fyfe, Keates, Cole, Knight, Coulthurst, Reeves, Alford, Hudson, Carlson and Armstrong.

Also present: Representatives from Penny Post and the Adviser. Several members of the public including representatives from Hungerford Primary School, Croft Hall and Hungerford's Shed. District Cllr Dennis Benneyworth (DB) from West Berks Council (WBC).

In attendance: Town Clerk, (TC)

Police Report: A report has been circulated. **See attached.**

Presentation by the Mayor: Stuart and Simon Hunt- Hall were presented with the Margaret Wilson trophy for winner of the most Eco-friendly Garden in the Hungerford in Bloom Competition. Press present took photos, and the Mayor congratulated them on their achievement.

Presentation by the new Headteacher of Hungerford Primary School: The Mayor welcomed Lucy Smith who talked through her PowerPoint presentation (**see attached.**). Councillors were keen to support links planned with the community, Church and JOG School.

Presentation by trustee of the Croft Hall: Tony talked through his PowerPoint presentation (**see attached.**). The Mayor commented that it is imperative that the building is maintained and kept going for community use.

ACTION: Council will consider grants to support the project during their upcoming budget discussions. It was noted that any agreed funding will not be available until next financial year.

The Mayor advised Cllr Schlanker has resigned and she thanked him for his commitment to Hungerford Town Council (HTC). Two positions are available on the Council, one of which we are ready to fill by co-option. If anyone is interested, please contact the Clerk. *Full details are available on the website.*

FC202400159 Note apologies for absence. Cllr Montgomery

Apologies also from, District Cllrs Tony Vickers (TV) and Denise Gaines (DG)

FC202400160 Declarations of interest – Cllr Knight (Hungerford's Shed)

FC202400161 Approval of Minutes of the meeting of the Full Council of 2nd September 2024 and outcome of actions

Proposed: Cllr Simpson

Seconded: Cllr Knight

Resolution: Minutes of the meeting of 2nd September 2024 were agreed as a true record. 3 abstentions.

Outcome of actions:

ACTION: TV (*not present*) to report back to a future Full Council meeting on underfunding, particularly of SENCO and Transport to School issues.

ACTION: DG was to check that the WBC website shows the correct details for the parking strategy.

ACTION: Cllr Winser will research sourcing a piece of playground equipment specifically for disabled use, considering what is required, where it might be installed and costs. There is no budget so grants would need to be applied for. Add to November Full Council agenda.

HTC has been advised that WBC intend to fine Thames Water for the overrun of works.

Letters of support for 3 CIL bids have been written. The Parking consultation was responded to. It is noted the on-street evening/overnight parking charges have been waived but Sunday charges will be introduced. However, both the Station and Church St car parks will incur the evening/overnight charge as well as the Sunday charge. It was queried how this will be policed and suggested that although WBC has the right to charge, they should not implement the changes and keep the parking meters as they are. The Mayor added that she and Cllr Cole had met with the manager of the Three Swans who will make it clear to contractors not to park on the footway and will take further action if needed. She will also help ensure visitors to the 3 Swans do not park in the way of the markets.

FC202400162 Receive Mayor's Report - See attached report.

FC202400163 Receive District Councillor's Reports – DB advised they have received three really worthwhile CIL bids and the results should be out this week. Member's Bids are available from 1st Nov. Also the Parish Plan Grant can be applied for. DB highlighted that a consultation on 'Extension to Newbury Town Centre Pedestrianisation hours' is live until 5th November. The District Parish Conference takes place on 29th October, 6pm for 6.30pm in the Council Chamber or you can join remotely.

ACTION: Ask all District Cllrs to chase up cleaning of the Hungerford high street footways. A machine that scrubs and vacuums the dirty water is required.

FC202400164 Health & Safety – Receive any complaints or concerns. The Smarten Up Team have reported that two people slipped over on the black algae on the footway on one day. It is a regular occurrence.

ACTION: Invite WBC to do a site visit to consider solutions for cleaning the footway.

ACTION: Cllr Simpson will call her contact at Charnham Park about when vegetation will be cut back there. Two roadsides have already been done.

ACTION: Report the uneven pavement at the bottom of the steps of school alley. The cobbles need repointing.

ACTION: Add to H&T next agenda a complaint about lorries parking on Charnham St.

FC202400165 Propose authorisation of payment run (circulated along with copies of invoices) for September.

Proposed: Cllr Winser

Seconded: Cllr Carlson

Resolution: Authorise payment run of £22,917.77 for September.

FC202400166 Propose year to date accounts – Refer to circulated Income/Expenditure Report.

Proposed: Cllr Winser

Seconded: Cllr Keates

Resolution: Agree year to date accounts, with a positive variance of £10,071.

FC202400167 Ratify acceptance of Financial Regulations as recommended by F&GP. Refer to draft.

Cllr Coulthurst commented that she had been tasked with checking the document and had some minor queries over insertion of brackets etc. These will be checked through with the Clerk.

Proposed: Cllr Winser

Seconded: Cllr Coulthurst

Resolution: Approval of the Financial Regulations as drafted.

FC202400168 Consider response to Hungerford's Shed Proposal subject to:

- **obtaining any necessary permissions** (change of use/ planning/ building control, licence to use from HTC and WBC),
- **meeting required standards** (insurance, safeguarding, health and safety),

- **limiting impact on existing hirers** (restrictions on hours, security requirements and upkeep/maintenance of building).
- **all costs to be covered by user** (building alterations/additions/on-going maintenance, utility bills and cleaning). **Refer to information received.**

(This item was discussed after item 163 due to representatives of Hungerford's Shed being present). Questions were posed to the representatives. It was asked how unwrappable the proposed build is if Hungerford's Shed outgrow the premises due to success and wish to move somewhere larger. Bruce advised they could dismantle and leave as found if required. Also expanding on site might be something to be considered in the future. For security purposes bars and maybe obscure glass will be required. Hungerford's Shed advised they would park offsite to avoid impacting on other users of the facility. Hungerford's Shed would be used by about 6 people at any one time, and they would use the rafters to help with storage. The Mayor expressed her support saying that the facility is currently underused during weekdays.

Proposed: Cllr Simpson

Seconded: Cllr Cole

ACTION: **Resolution:** Appoint a solicitor to draft a lease to Hungerford's Shed considering all the points mentioned above subject to confirmation of the legal costs involved.
Cllr Knight advised the charity was yet to be set up and wouldn't exist as an entity until next year.

FC202400169 Consider response to WBC Waste Consultation. To take part, please complete the online survey www.westberks.gov.uk/draft-waste-management-strategy by midnight on 6 November. There is a drop-in session in the library where your questions can be answered on Wed 9th October 9.30am to 12pm.

The Strategy plans to reduce waste collection to once every 3 weeks. There is far too much food waste which needs to reduce. There is a concern that this may cause fly tipping. Part 4 pg 22 mentions the reduction of the garden waste collection charge.

Cllr Reeves proposed and it was seconded by Cllr Carlson to object to the small reductions planned to the garden waste collection cost as it will knock an unnecessary hole in WBC's budget. The motion was not carried. Cllr Armstrong suggested that all waste should be collected together and separated by a machine rather than by residents. It was commented that sorting kerbside reduces cost. It was generally agreed that all foodwaste should be separated and the suggestion that nappies could be collected weekly was supported. DB added that recycling has increased.

Proposed: Cllr Simpson

Seconded: Cllr Fyfe

ACTION: **Resolution:** Respond to WBC consultation stating HTC are against changing to a 3 week waste collection and object to the small reductions planned to the garden waste collection cost as it will knock an unnecessary hole in WBC's budget.
4 against. Motion carried.

FC202400170 Conservation area – Update. Cllr Cole advised there has been some progress and they will, over the winter, start to put the paperwork together.

FC202400171 Receive update on consideration of additional flower tubs in high street - Cllrs Keates confirmed that 4 tubs are required and 2 have been identified to be moved from the A4 and 2 will be purchased. Sites for these have been identified. They are heavy duty tubs which will be planted up at the end of October. It is hoped to get a reduction on the cost.

ACTION: Add flower tubs to the November Full Council agenda for an update.

FC202400172 Remembrance Day Parade – Volunteers for marshalls needed for 10th November.

ACTION: Please contact the Clerk if you can help.

FC202400173 Consider request to support UN Disabled day on 3rd December 2024 – Cllr Coulthurst explained Swings and Smiles help families with autism for example and enable them to play together. They are selling purple socks to raise funds. Purple socks is promoted by a charity/social enterprise called Parallel (based in Winsor). Their WBC partner is Swings and Smiles. Socks can be purchased from

her at £7 a pair. 109 High Street offered to provide an outlet for sales. Profit will be split between Swings and Smiles (50%), BASE (British Association of Supported Employment) 40%, and disabled entrepreneurs 10%.

FC202400174 Receive any reports (no more than 3 minutes per report which cannot contain any proposals).
None were received.

PART 2 Confidential

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.

FC202400175 Receive report from Hungerford Neighbourhood Plan Project Team and propose acceptance of the Draft Neighbourhood Plan and new consultancy rates ready for Regulation 16 submission – Cllr Hudson (refer to attached update)

Proposed: Cllr Hudson

Seconded: Cllr Keates

Resolution: Accept draft NDP and new consultancy rates subject to minor changes and inclusion of a paragraph on rural exception sites, ready for Regulation 16 submission. 2 abstentions, one objection.

ACTION: RH to send further comments received to our consultant to see if he thinks evidence should be added into appendices and will then progress with Regulation 16.

The NDP team, including previous chairs, were thanked for the significant amount of work completed to reach this stage.

FC202400176 Appoint an additional bank signatory

Proposed: Cllr Simpson

Seconded: Cllr Fyfe

ACTION: **Resolution:** Add Cllrs Coulthurst and Reeves as signatories.

Meeting closed 9.20pm

HTC UPDATE October 2024

September has been a quiet month in regards to reported crime in Hungerford Town. However we are into the time of year when we see an increase in rural crime offences – particularly hare-coursing and deer poaching.

28th September the team, along with the Fire Service from Hungerford attended Cobbs Farm for the annual Emergency Services Day. The weather was kind and the event was well attended.

Month of Sept:

3 reports of Anti-social behaviour

1 Shoplifting

2 Criminal damage. (1 a window was smashed on the High Street and a male has been arrested.)

The Team

The current set up of the Hungerford and Downlands Neighbourhood Police Team is 1 x Inspector, 1 x Sergeant, 3 x Police Constables and 4 x Police Community Support Officers.

The team are contactable by email but this should not be used in an emergency or for reporting crime as it is not monitored 24/7. The email address is below –

HungerfordandDownlandsNHPT@thamesvalley.pnn.police.uk

And finally please keep reporting incidents to us via 101, the TVP website (www.thamesvalley.police.uk) or 999, in an emergency.

Hungerford Primary School Presentation



Lucy Smith
Headteacher
Hungerford Primary School



My Background



- History Degree
- PGCE @ Oxford Brookes
- Six years in a rural Church of England school
- Ten years in a large, diverse school in Tilehurst, Reading – part of a Multi Academy Trust
- Spent the last year as Acting Head
- Live in Wantage with my husband and two stepchildren



Aim



To raise the profile of Hungerford Primary School so that we become the school of choice in the local area

- To establish a clear balance between holistic approaches and clear behaviour management
- To improve attainment in every year
- To give the pupils an appropriate platform to share their views, aims and ideas
- To support the children to have aspiration for the future: in their education, their future jobs, the next generation
- To explore and embrace community links wherever possible
- To market and celebrate the school

The Challenge Ahead

- Children's mental health and wellbeing
- Parent/Carer Community
- Curriculum limitations
- Ofsted bravery
- Falling birth rates
- Popularity of the other local schools

Community

- Poppy Appeal and Remembrance Events
- Church links – Christmas Concerts & (hopefully!) assemblies
- Penny – cookery
- Gardening Clubs
- Ridgeway Press – Desert Island Discs
- Hungerford's Got Talent!
- Would love to build a relationship with the Town Council and help to support each other to improve outcomes for children, both in my school and Hungerford as a whole

Croft Hall Presentation

The Croft Hall

Sustaining Service to the Hungerford Community

Fund raising appeal



October 2024

The Croft Hall is

- Enjoyed by 7000 Hungerford and area residents throughout a typical year
- The town's premier performing arts venue
- An important venue for young families
- An accessible and comfortable space for fitness, well-being and community cohesion group activities
- A central, attractive and flexible location for private celebrations and parties
- Owned and run as a registered charity

The hall's facilities are used by a wide range of organisation and individuals as :

- A Performance Space – for Arts for Hungerford films, live music and talks, author literature talks, religious services, other performance events, and Comedy Club
- A Social/Party Space – including Individual events averaging one to two a week, birthday and family parties, wakes, card and board game groups
- A Venue for Classes and Groups – such as Rainbows, Yoga, Pilates, Thai Chi, Rock Choir, Kick Boxing, Repair Cafe and Arts Workshops
- A Family and Children's Centre – Supporting our local community.



Why are funds needed?

Phase 1- Urgent repairs and refurbishment are needed to the kitchen and chair/tablestore rooms Quotes/Tenders £138k

- The suspended floor is subsiding due to ageing joists and needs complete replacement
- The existing kitchen and its equipment are no longer suitable for modern regulations and standards
- Main hall seating and tables need replacement for comfort, safety and flexible usage



Why are funds needed?

Phase 2 - As a 100+ year old building, general improvements and adaptations are needed to continue to fulfil its important community role Estimate £300k

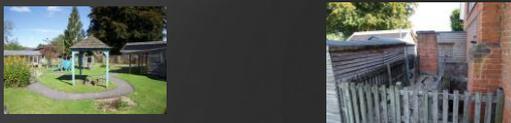
- Improvements to increase energy use efficiency and improve environmental impact
- The main hall's beautiful "scissor beam" Victorian timber roof will be restored to its full glory by repositioning stage lighting and redesigning the stage area
- The small hall acoustics and flooring will be upgraded to make it suitable space for a greater variety of events



Why are funds needed?

Phase 2 - As a 100+ year old building, general improvements and adaptations are needed to continue to fulfil its important community role Estimate £300k

- Sound proofing of doors to allow more flexible multi room use
- The rear garden will be landscaped to make it more generally useful and attractive for hirers
- The rear storage areas will be redesigned to increase and improve storage options for regular hirers
- Decorative makeover and de-cluttering throughout to create a lighter, more welcoming and less institutional appearance.



Funding Goals and Status

Phase 1 - £138,000 - to commence works during 2025

- To date Greenham Trust have pledged £30,000 as "Match" funding, so every other donor pound will effectively be doubled to £2
- West Berks Council and Hungerford Town Council Community Infrastructure Levy Application
- Public Appeal to be launched
- Other local trusts and national bodies being approached....

All of Our Users need your support

Thank You for Your Time

Mayors report October 2024

Twinning Association

It's been five years since we've been able to welcome back our twin town Ligueil to Hungerford. Arriving a little later than originally planned, Members of the Twinning Association hosted a welcome reception in the Hub. Although very tired, it didn't take long for us to reacquaint the long-established friendships. The visit was short, but their schedule was full, I was delighted to join the group for lunch, held at Terrace View following the tour of the wetlands project.

Planning Forum WBC

Alistair and I attended this in person with James and Stella attending on-line. I thought the forum was well attended with a real mix of people. I was particularly interested to see the new planning portal launch, which feels more intuitive. Other topics discussed were new housing numbers passed down from Government, most of these will come from brown field sites. Thatcham will need to deliver a significant number of new homes. Hungerford's neighbourhood development plan will need to align with WBC's local plan. Hungerford's housing numbers have not yet increased.

Parking

I wish to thank WBC for listening to Hungerford resident concerns. Due to the community's response to the latest parking consultation, the 24hr parking charges will **not** be implemented for on-street parking, meaning evenings will remain free to park. There will be an increase in daytime charges, I think this is a fair compromise. Sadly, off-street parking charges will remain. HTC will watch the impact of these closely. I am hopeful, that in time we can reverse this decision.

Sustrans, Greenham Trust, WBC, Canal & Rivers Trust Reimagining the Kennet & Avon Canal

I attended this informative presentation in Padworth village hall.

The Kennet and Avon Canal is the living waterway threading its way through West Berkshire. Originally designed to transport goods from Bath to London, it has since become a haven for wildlife, leisure, exercise, commuting, holidays, and much more.

However, it now requires a crucial upgrade to make it accessible to the entire community, whether for walking, cycling, pushing a buggy, or using a wheelchair.

The ambitious plans, detailed below, are likely to cost in the region of £20m and take around 10 years to complete.

- **Heart of Newbury – Linking Newbury Football Club's ground to Northcroft Leisure Centre**
- **Breaching the Barriers – Extending the recently completed Aldermaston Wharf Project to Calcot**
- **Completing the Connection – Extending the Brimpton Road resurfacing from Thatcham Station to Aldermaston**
- **Two Towns Link – Bulls Lock to Thatcham Station linking Newbury and Thatcham**
- **Beyond Newbury – Improving the poor and inaccessible towpath from the Monkey Bridge to Marsh Benham**
- **Creating the Connection – Upgrading the towpath from Marsh Benham to Kintbury and Hungerford**

Hungerford is phase 6 of these ambitious plans, and funding would be used to undertake a feasibility study if successful. There were a couple of representatives from the boating and horse drawn barge community. They informed the team that it was important to include mooring points, the sealed surface could be undermined with frequent mooring on the new surface. Secondly, the fast-flowing rivers are washing the earth from underneath the new path, it was felt more consideration was needed to ensure the longevity of the works. I am excited to see the continuation of the project.

Partnership meeting with Thames Valley Police

I recently attended a meeting with Hungerford's neighbourhood team and inspector Hawkett, Cllr Gaines, Armstrong and Cole were also in attendance with a representative from Sovereign Housing.

Following on from various resident concerns relating to anti-social behaviour within the community. This was an opportunity to speak in confidence about some current concerns relating to drug dealing and anti-social behaviour in Hungerford.

TVP is very aware of individuals within the community who are causing some concern locally. Some Sovereign housing properties have been flagged to the police relating to anti-social behaviour.

Sadly, and despite repeated messages, TVP are not receiving consistent reports from the community. It is so important to build an accurate picture, more information fed into the system the better, this will ensure Hungerford becomes a priority for resources. Reporting anti-social behaviour as it happens through 101 or anonymously through crime stoppers is so important. I understand this is tedious and sometimes you may feel like you're being ignored, or that the police are doing nothing to help. Please know this isn't the case and your continued reporting really does help. If you can keep a diary of activity with as much information as possible, this can be fed to our local neighbourhood team. HTC will continue to support residents and ensure TVP are kept informed. PLEASE report all incidents of anti-social behaviour and drug related incidents.

Skate Park on site meeting

Members of the skate park committee met with our contractors to look at the skate park and any potential remedial works now the park has settled. There were a few very minor points raised and these will be addressed shortly.

Some of you will have seen the new recycling waste bin situated in the park. Sadly, on our recent visit we noticed a considerable number of drinks bottles and cans strewn across the park. It was decided there may be some merit in visiting the local schools to ask the users of the park to take some responsibility for keeping this amazing asset looking fantastic. Parents and children please pass this on to other users. Please help us to provide a park our community can be proud of.

Freedom of the Town

Yesterday (Sunday) we held our award ceremony for our fantastic four, freedom of the town awardees. There will be press coverage released shortly. In the meantime, HTC offer our congratulations to Barbara Barr, Tim & Sandie Crouter and Susan Mayes for their outstanding contribution to the community. Such a wonderful afternoon and so deserved. Thank you to Deputy Lieutenant Willie Hartley-Russell for attending and presenting the awards.

Poppy Collectors presentation

Hungerford Royal British Legion hosted a poppy appeal presentation evening. The evening celebrates the amazing efforts of the poppy collectors who all help raise a significant amount of money for veterans and their families. I was so thrilled to receive my own certificate for five years as a collector for the poppy appeal.

Jerry and I stole a small part of the evening to present a cheque to all the legion units for a whopping £5,950.91. This was the amount raised at the 80th anniversary D-Day weekend. Jerry and I were incredibly moved to hear the story of Peter Saunders who won gold at the Invictus games and who was helped by money raised through the poppy appeal.

Town & Manor Social

HTC would like to thank The Town & Manor for hosting HTC councillors and staff for an informal gathering at the Town Hall. This was a great networking opportunity, its always nice to catch up and discuss all things Hungerford, also to get to know each other better. It's important our two organisations work together to benefit the community.

Cllr Helen Simpson, Town Mayor

**FINANCE & GENERAL PURPOSES REPORT FOR FULL COUNCIL MEETING ON 7TH OCTOBER 2024
MONTH 6 INCOME & EXPENDITURE REPORT FOR SEPTEMBER 2024**

101 FINANCE:

£555 Interest received this month.

102 ADMINISTRATION:

Net Income over Expenditure is a £4,043 positive variance. Income of £129 was the Hub payment for maintenance work completed.

103 GRANTS & DONATIONS:

Net Expenditure is an £850 negative variance this month due to a phasing issue with the Grant payments.

104 POOL HOUSE:

Net Income over Expenditure is a £100 positive variance.

105 CONTINGENCY:

No Expenditure this month.

106 TOURISM SUPPORT BUDGET:

No Expenditure this month.

109 HUNGERFORD 2036 PROJECT:

No Expenditure this month.

201 RECREATION & AMENITIES:

Net Income over Expenditure is a £1,032 positive variance.

202 WAR MEMORIAL GROUND:

Net Expenditure is a £52 positive variance this month.

203 ST SAVIOURS:

Net Income over Expenditure is a £796 negative variance. Burial Fee income down.

204 CROFT FIELD:

Net Income over Expenditure is a £1,669 positive variance.

205 LIBRARY MAINTENANCE COSTS:

No Expenditure this month.

206 TRIANGLE FIELD:

Net Income over Expenditure is an £11 positive variance this month.

301 CHRISTMAS LIGHTS:

No Income or Expenditure recorded this month.

302 HIGHWAYS:

Net Income over Expenditure is a £2,096 positive variance.

303 CCTV:

Net Income over Expenditure is a £1,089 positive variance. The Police have contributed £1,000 for access to CCTV footage.

September's Net Income over Expenditure is a £10,071 positive variance.

The Year-to-Date Net Income over Expenditure is a £45,112 positive variance.

Claire Winser, Chair of F&GP

5th October 2024

October 2024 Update on Hungerford Neighbourhood Plan (HNP)

03/10/24

More steady progress this month:

- Regulation 14 consultation is completed and the final changes made to the Plan so its almost ready for Regulation 16 submission to West Berks.
- Key changes to the plan were not that many: Emphasis on the plan being for the parish, not just the town, housing mix as Hungerford Housing Needs surveys rather than West Berks average, a separate cycle route plan

