

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date:	Thursday 19th April 2018	Time:	7.45pm
Place:	Committee room, Burghfield Village Hall		
Present:	Mr I MacFarlane (Chair)	Dr R Longton	
	Mr R Hannington	Mrs A Gallagher	
	Mr B Neilson	Miss M Cresser	
Apologies:	Mrs C Redding (Village Hall Manager)	Mr D Kellaway	
Present:	Mrs C Morris (Clerk)	Mrs C Stroud (Assistant Clerk)	

1. To receive written requests for Disclosable Pecuniary Interest dispensations from members

There were no items upon the agenda that necessitated a member to present a written request for dispensation for a Disclosable Pecuniary Interest.

2. Minutes of the last meeting of the Committee

The minutes of the last meeting of the Community Committee held on 15 March 2018 having been circulated, were confirmed a correct record and signed by the Chairman.

3. Matters Arising on the Minutes

All matters are being dealt with at the relevant point in the agenda.

4. To receive an update in relation to the development of a Community Hub on the Common Recreation Ground

Further to the appointment of the architects Morse Webb, a meeting with was held to determine a plan of action for the progression of the project. The initial design ideas are currently on display in the village hall noticeboard, on the parish website and at the Annual Parish Meeting. Pre-planning advice has been submitted to WBC and is currently awaiting registration. Quotations have been received for various consultants required and were considered by the Community Hub committee for implementation as soon as possible for initial services required for the progression of the project

5. To update members on the agreed S106 projects identified

Further to WBC confirming the initial Bill of Quantities for the proposed works at the hairpin bend, Hose Hill and the pathway along the bottom edge of The Hatch recreation ground have been prepared, no further action has been taken but we are reassured WBC are pursuing accordingly.

6. Parish owned Properties

a) Village Hall

i) To receive an update in relation to the daily operation of the village hall

A request presented by Slimming World to erect signage at the village hall was considered by the committee. Members **resolved** unanimously that permission for the permanent erection of a banner would not be granted.

ii) To give consideration to the provision of an additional refuse bins for use by hirers

Members present gave consideration to the hire of an additional Grundon waste collection bin at the village hall for general refuse generated by hirers of the hall. The estimated annual costs are £900, of which is to be allocated direct from the village hall accounts. Proposed by Mr M Paterson-Borland, seconded by Miss M Cresser and **resolved** unanimously to purchase the additional bin.

b) Pavilion

- i) To receive an update in relation to any issues affecting the pavilion

No issues to report.

7.

Safer Communities

- i) **Policing & Anti-Social behaviour**

A number of anti-social behaviour incidents, specifically within the vicinity of the Common Recreation Ground, have been reported. The police have been alerted accordingly with a specific request for more visual presence within the parish to address the issue as soon as possible. Local residents are to be encouraged to report all incidents as soon as possible.

Members noted there had been an increase in the number of catapult incidents within both Burghfield & Mortimer. A further note is to be included within the next newsletter advising people to report incidents via 101 or alternatively they can report incidents anonymously via Crime stoppers

The Speed gun owned by the parish has been returned by the police. Liaison is currently underway to determine a plan of action for speed checks within the parish.

To receive an update in relation to the installation of further Defibrillator units within the parish

Members received a verbal update in relation to the potential locations of 3 additional Defibrillator units within the parish. The Co-op, Tesco and Wellers Fruit Shop have been contacted to request whether they would be prepared to install a unit. An application is to be submitted for a Members bid for the potential purchase of the cabinets required.

Training sessions for use of the defibrillators have been scheduled for at both Burghfield Village Hall and The Hatch public house for immediate neighbours to become familiar with the unit.

9.

Conservation & Management of Open Spaces within the Parish

- i) **Parish Recreation Grounds**

- a) Common Rec

Further to the quarterly play area inspection having been undertaken, the items identified as requiring attention are scheduled to be actioned week commencing 23rd April 2018.

A request was presented by the organisers of the Burghfest to hold the Beer Festival on the Common Recreation Ground during the weekend of 21st & 22nd September 2018. **Resolved** unanimously to grant permission accordingly. However, the organisers are to be reminded that the parish council reserves the right to cancel the event should the ground be too wet or sufficient damage could be caused to the ground in allowing the event to go ahead.

A local parishioner requested, via email, that consideration be given to the purchase and erection of a Christmas tree on the Common Recreation Ground, with supplementary Christmas lighting throughout the parish. Members present reviewed the proposal with interest. However, due to concerns relating to potential vandalism, members wished defer a decision and to review the proposal again upon completion of the erection of the Community Hub.

A request was presented by Burghfield Running Club to hold a family picnic on the Common Recreation ground on 8th July, with use of the pavilion to gain access to the toilet facilities. Members **resolved** unanimously to grant permission

A request was presented by Burghfield Scouts to use the Common Recreation Ground as the destination for this year's St. Georges Day Parade on Sunday 22nd April between 9am and midday. Members **resolved** unanimously to grant permission, however, it was noted that any future requests will only be considered should a minimum of at least 8 weeks' notice is provided.

- b) Hatch Rec

Further to the quarterly play area inspection having been undertaken, the items identified as requiring attention are scheduled to be actioned week commencing 23rd April.

A request was presented by the organisers of the Burghfield Box Cart Bash to hold their event on the Hatch Recreation Ground on Sunday 24th June. Members present **resolved** unanimously to grant permission, providing the weather conditions were favourable. The parish council reserve the right to cancel the event should the ground be too wet or sufficient damage will be caused to the ground in allowing the event to go ahead.

c) Old Rec

Further to the quarterly play area inspection having been undertaken, the items identified as requiring attention are scheduled to be actioned week commencing 23rd April

d) Wells Rec

Further to the quarterly play area inspection having been undertaken, the items identified as requiring attention are scheduled to be actioned week commencing 23rd April

All identified tree works have been completed. The trees are to be tagged and mapped for future reference.

e) Auclum Green

Further to the quarterly play area inspection having been undertaken, the items identified as requiring attention are scheduled to be actioned week commencing 23rd April.

ii) **Tree Report**

Further to a meeting with the councils approved tree surgeon, works have been completed at the Wells Recreation ground. Two further trees were identified as requiring removal in School Firs, Reading Road due to crown split. The Lime tree within Badgers Glade is to be reduced, as per request, as well as a recently fallen pine. WBC has confirmed no TPO's are in place for the identified trees.

iv) **To deal with any administrative issues for the Allotments:**

i) Common allotments

Following detailed discussions at the previous meeting, the following actions have been implemented:

1. The access gates onto Bunces Lane have been with a combination lock and plot holders advised of the code via the rent notification letter.
2. Signage has been installed at the various entrances to the site advising "No Dogs" and "access for allotment holders only".
3. Consultation has been held with Highways to determine any specific safety concerns in relation to the continued closing/locking of the access gate Reading Road. A reply is awaited.

A note was also included within the rent request notifications advising plot holders of the action taken. Views regarding the permanent locking of the access gate were requested from plot holders with only one response to date. A reminder regarding the rulings relating to the exercising of dogs on allotments land was also to be included.

Members were advised the chain and lock initially installed on the Bunces Lane gate had been bolt cropped and removed. A replacement has been installed.

Allotment rent notification letters have been sent to all ploholders with a significant number forwarding payment via the online system.

Members gave consideration to a separate allotment committee being established to enable recommendations identified to be considered and subsequently presented to the Community committee. Plot holders interested in forming a separate committee will require identification prior to any further action being taken.

The annual rent collection day is to be held on Sunday 22nd April between 10.30am to 12.00pm at Burghfield Village Hall.

ii) Hatch allotments

The clerk advised that the drain covers in the very bottom corner of the allotments had blown again following the extremely wet weather and prolonged rain over the Easter weekend. Thames Water is currently undertaking a clean-up operation of the

site. The situation is being monitored accordingly.

10. Parish Maintenance

- i) To receive a report highlighting maintenance carried out within the parish during the previous month

A verbal report to members highlighting the maintenance that had been carried out within the parish during the previous month was provided.

Members gave consideration to the areas within the parish the services of Thames Valley Rehabilitation Company volunteers could be utilised effectively. Details obtained from WBC regarding the use of hand tools were provided to members for their reference. Areas identified were as follows:

- Reading Road, from the Guide dogs to Hermits Hill
- the footpath between The forge and Lamden Way
- the footpath running from School Lane to Pineridge road
- Clayhill Road between Pond house Farm and the corner of Sulhamstead Road.

Confirmation was provided that WBC would cover the costs for the replacement of the gravel boards running along the ditch side of Chapel path. Mr T Cross is to undertake the required works on behalf of WBC for the parish.

- ii) To consider the correspondence received regarding the revised location of the grit bin at Woodlands Ave

Members gave consideration to the request for the removal of the Grit bin recently relocated to the corner of Woodlands Ave due to vandalism and anti-social behaviour issues. **Resolved** unanimously to remove the grit bin permanently from Woodlands Ave.

- iii) To receive an update in relation to the purchase of a replacement mower

The order for the replacement mower has been placed with a hire mower having been provided by the supplier in the interim period. Grass cutting within the parish has therefore now commenced.

- ii) To receive an update regarding the parish noticeboards

The lockable noticeboard has now been installed at the village hall car park. An open noticeboard has also been installed on the reverse to allow free access by parishioners. Mr Cross advised work has commenced on installing all other replacement green noticeboards within the parish.

- iii) To note any items within the parish requiring action

No further items were noted.

11. Matters for future discussion – Village Hall hire fees

12. Items for information only – No further items were raised for consideration.

Meeting closed at 21.12pm