

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Committee Meeting

<b>Date:</b>	<b>Thursday 18<sup>th</sup> February 2016</b>	<b>Time:</b>	<b>7.30pm</b>
<b>Place:</b>	<b>Committee room, Burghfield Village Hall</b>		
<b>Present:</b>	Mr I MacFarlane	Miss M Cresser	
	Mrs C Jackson-Doerge	Mrs A Gallagher	
	Mr M Paterson-Borland	Mr J Sayer	
<b>In attendance:</b>	Cally Morris (Clerk)	Village Hall Manager	
<b>Apologies:</b>	Mr B Neilson	Dr R Longton	
	Mr R Hannington	2 members of the public	

### 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.

Miss M Cresser declared an interest in item 7b item v) as being a member of the WI Burghfield branch.

### 2. **Minutes of the last meeting of the Committee**

The minutes of the last meeting of the Community Committee held on 21<sup>st</sup> January 2016, having been circulated, were confirmed a correct record and signed by the Chairman.

### 3. **Matters Arising on the Minutes**

All items will be dealt with at the relevant point in the agenda.

### 4. **To give consideration to any potential impact within Burghfield following the release of the second phase of WBC Budget proposals for 2016/2017**

WBC is proposing to close the Children's Centre in Burghfield to reduce funding allocated to the services overall by £450,000. The number of buildings identified within each Family & Wellbeing Delivery Area is being reduced from one rural and one urban site to a single hub. Burghfield is to be served by Calcot. **Resolved** unanimously to submit the concerns raised by members present in relation to the lack of information provided, particularly financially, by WBC regarding the potential closure of the children's centre. Members felt unable to assess the true implications of the closure within the parish as WBC had not provided any information.

During Phase two, West Berks Council is proposing to close eight of the nine libraries located across the district alongside the removal of two mobile library units, leaving one branch library in Newbury and the "At Home" service. **Resolved** unanimously to submit the concerns raised by members present in relation to the lack of information provided, particularly financially, by WBC regarding the potential closure of the library and the subsequent implications within the parish.

West Berks Council propose to withdraw Service 75 currently operating between Beech Hill and Reading.

### 5. **Safer Communities**

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

Following approval at full council to continue for a further year with the partially funded PCSO contract as of 1<sup>st</sup> April 2016, correspondence has been held with the Police to determine the main priorities and expectations of the role within the three parishes. The three parishes are yet to meet to discuss the current contract to determine any specific amendments required to ensure any ambiguity is removed.

It was highlighted that within the second phase of budget cuts being proposed by West Berks Council, all funding for Neighbourhood Wardens was to be removed.

ii) **To receive an update in relation to the PCSO Contract for commencement 1st April 2016**

Confirmation has been received from Mortimer Parish Council of their decision to continue with the PCSO for a further 12 month period.

6. **Conservation & Management of Open Spaces within the Parish**

i) **Parish Recreation Grounds**

a) Common Rec

Concerns were raised regarding the condition of the recreation ground following two football matches having been played at the weekend in unfavourable conditions. The councils preferred grounds maintenance contractor is to assess the site and determine what immediate remedial works are required to restore the condition of the ground. Burghfield FC will be expected to contribute to the costs incurred.

Due to the recent damage caused to the second football pitch, a four week ban has been put in place for all games scheduled. A weekly assessment is to be undertaken of the full sized pitch to determine whether games can go ahead.

b) Hatch Rec

Flooding of the pathway along the bottom of the Hatch recreation ground continues to be a problem. Thames Water has been contacted with a request presented for a review of the situation to determine whether the standing water is surface water or a leak.

The parish handyman is to be asked to investigate the flooding at the entrance gate near the play area.

c) Old Rec

The Facebook page for the refurbishment of the skate park continues to be live with a small number of likes.

The online survey, via Survey Monkey, has been live since early December 2015. To date a total of 28 responses have been received. The survey is to be promoted again within the next newsletter and at the upcoming May Fayre.

Correspondence from a local resident registering their objection to any potential improvement at the skate park was noted by members present.

RoSPA have been contacted and asked to review the site regarding its suitability for the possible introduction of a small play area specifically for toddlers.

d) Wells Rec

No issues to report.

e) Auclum Green

No issues to report.

ii) **Tree Report**

The recent storms resulted in a number of trees within Badgers Glade requiring immediate attention. The councils preferred contractor attended, addressing the damaged tree limbs to the satisfaction of the surrounding residents.

Additional tree works within Badgers Glade were identified by the councils contractor requiring attention within the next round of works scheduled within the parish during early Spring.

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

i) Common allotments

A waiting list is currently in place at both allotment sites due to all plots being occupied. All requests received are placed on the list in numerical order.

A letter has been sent to the plot holders on the site boundary requesting they ensure a 1 metre strip is left between their plot and the hedge line to enable maintenance of the hedgerow.

Members present reviewed the current charge for the rental of allotment plots. Members present **resolved** unanimously to increase the rental fee to £1.00 per 10 square metres.

ii) Hatch allotments

All plots are currently occupied. A waiting list is to be compiled for any future requests received.

Members were advised Thames Water were called to attend site last week to undertake a tidy up following a sewage outflow from the mains sewer at the bottom of the site. Thames water is to re-set the concrete surrounding the drain to ensure no further incidents.

**7. Parish Maintenance**

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

The Clerk provided a verbal report to members highlighting the maintenance that had been carried out within the parish during the previous month.

ii) To note any items within the parish requiring action

The three grit bins along Hawksworth Road have been upturned. The incident has been reported to WBC.

iii) To receive an update in relation to proposed tree works at Wokefield Common and the access track between Hollybush Lane and Bunces Lane

Details were presented relating to tree works scheduled for Wokefield Common. The relevant planning and felling permissions have been obtained.

Following concerns raised by a local resident regarding the condition of the track between Hollybush Lane and Bunces Lane, correspondence has been held with BBOWT, who are responsible for the upkeep of public access routes. An assessment of the track is being undertaken by BBOWT with the suggestion of removing vehicular access entirely. Initial concerns were raised by members present. Enquiries are to be made as to whether emergency vehicles are able to access the track.

**7a) Parish owned Properties**

**a) Pavilion**

i) To give consideration to the lighting of the Beacon to celebrate the Queen's birthday on 21st April, 2016

A proposal presented by Bruno Peake, Pageant Master, to all parish councils for the lighting of Beacons to celebrate the Queen's Birthday on 21<sup>st</sup> April, was considered by members present. A request is to be forwarded to Communications committee to consider the feasibility of organising a small celebration and lighting ceremony.

ii) To give consideration to Café B's usage of the pavilion

Following the success of Café B operating from the pavilion members present gave consideration to the continued use by Café B. A peppercorn rent of £5 per month is to be applied to assist with costs involved in ensuring the building is utilised fully by Café B. The cost is to be reviewed in 6 months' time.

iii) To receive an update regarding the goal hanging storage system

The hanging system for the storage of the goal posts on the rear wall of the building has been designed and awaits installation.

**7b) Village Hall**

i) To receive an update regarding the installation of public access Wi-Fi

Further to a request for public access Wi-Fi to be available for hirers of the village hall, further investigations have been undertaken. Our contract with TalkTalk has been replaced with BT with discussions being held regarding the introduction of hotspots. Concerns have been raised regarding the security of the Wi-Fi when allowing public access. Further enquiries are being made with other village halls to determine the most suitable and secure solution.

ii) To present any specific questions to the village hall manager for further action

No specific questions were raised with the village hall manager. Mrs C Redding provided a verbal update to members present in relation to the current works being undertaken to improve storage throughout the hall. Further investigations are being

made into the removal of the Gas meter following the installation of the solar panels. Confirmation has been received from SSE regarding the FiT Bureau application for feed in tariff payments.

iii) To review the current hire charges for the hall

Members present gave full consideration to the current hire charges for the hall, effective since September 2014. Members present **resolved** unanimously to leave the current hire charges at their present level. The fees are to be reviewed on a bi-annual basis.

iv) To update members regarding new chairs

The order for the replacement chairs has been placed with delivery expected within 4 weeks.

v) To give consideration to the requests received from the WI in relation to their Centenary Celebrations

Correspondence has been received from the Burghfield WI branch advising of their plans to celebrate their Centenary during 2017.

- To install a bench on the Common recreation ground between the Pavilion and the children's play area. Members resolved unanimously to grant permission for the installation of the bench. The exact location is to be delegated to the clerk where full liaison with the WI is to be held to ensure maximum community usage.
- Use of the village hall either 30<sup>th</sup> September or 1<sup>st</sup> October to set up an exhibition of the local WI history with a request for a reduction in the cost of hiring the hall. Members **resolved** unanimously to reserve the date for the WI event, requesting a formal Section 137 grant application is submitted to the Finance committee for funding to cover the hire cost of the hall.
- To hang a Yarn Bomb around the railings of the village hall for the week of the actual Centenary in June 2017. Members **resolved** unanimously to grant permission for the display of the Yarn Bomb.

11. **Matters for future discussion** – Football presentation day

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

Meeting closed at 21.20pm