

BURGHFIELD PARISH COUNCIL

Minutes of the Community Hub Working Party Group

Date:	Thursday 27th April 2017	Time:	6.30pm
Place:	Committee room, Burghfield Village Hall		
Present:	Mr P Lawrence	Mr I MacFarlane	
	Mr C Greaves	Mr N Morse (arrived 6.35pm)	
	Mrs L Sharp	Mr C French	
In attendance:	Cally Morris (Clerk)		
Apologies:	Miss M Cresser	Mr M Paterson-Borland	

1. To appoint a Chair for the Working Party Group

Proposed by Mr I MacFarlane seconded by Mr P Lawrence and resolved unanimously to appoint Mr C Greaves as chairman of the working party group.

2. 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.

3. To introduce members present and identify areas of expertise for progression of the project

All members present introduced themselves, identifying the expertise within the group enabling specific roles to be delegated as the project progresses accordingly.

4. To receive an update from the Clerk in relation to progress to date of the project

Further community engagement has been held by way of interviews at Café B, the local secondary school, the WI, Friendly Firs and various local community groups. Feedback is to be sought at the May Fayre to ensure sufficient evidence of support within the local community is obtained.

A detailed report of the results obtained from the survey and community consultation is to be presented once fully analysed.

The working party are to provide regular updates to the Community Committee and Full council. Mr M Paterson-Borland advised he had attended the WI meeting to talk about the future plans of the Community hub, confirming overall support for the proposal.

The response from the council's solicitors regarding the Gift of Deed for the Common Recreation Ground was presented to members, confirming the definition of the covenant and "recreational purposes". All members present were reassured the community hub fell within the remit and definitions contained within the deed.

5. To give consideration to and identify a plan of action for progression of the Community Hub

The survey monkey questionnaire is to run until Monday 21st May with a further reminder being sent to residents via the parish council website, app and Facebook page.

Further community consultation is to be held at the upcoming May Fayre. Members determined the format upon which the feedback was to be sought, with supporting documentation and illustrations being displayed on the parish council stand.

Members discussed the timeline for the project accordingly:

- Collation and analysis of responses from consultations
- Collate initial ideas and present initial outline, with draft budget, in July to full Parish Council
- Progress with architects upon approval of employer's requirement documentation

- Review scheduled for October with a recommendation being presented to the Parish Council in November.

Options for the overall Financing of the hub are to be explored fully.

6. To determine a wish list of features required both internally and externally for incorporation within the build project

Air sources heat pump and PV solar panels to encourage as much self-sufficiency as possible. All green options are to be fully explored.

7. To determine the next stage of Community Consultation required

Upon collation and analysis of the questionnaires, the committee will

8. Matters for future discussion – no further items were identified.

9. To determine the date for the next scheduled meeting – Thursday 8th June at 7.30pm. Thursday 27th July – 6.30pm

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

Meeting closed at 19.30pm.