

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date:	Thursday 16th June 2016	Time:	7.30pm
Place:	Committee room, Burghfield Village Hall		
Present:	Mr I MacFarlane	Miss M Cresser	
	Mrs C Jackson-Doerge (arrived 20.10pm)	Mr R Hannington	
	Mrs A Gallagher	Dr R Longton	
	Mr B Neilson (arrived 7.40pm)		
In attendance:	Cally Morris (Clerk)		
Apologies:	Mr J Sayer	Mr P Wilkins	
	Mr M Paterson-Borland		

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 19 May 2016, having been circulated, were confirmed a correct record and signed by the Chairman.

3. Matters Arising on the Minutes

Further details have been obtained in relation to the library with a meeting held to ascertain the future. A drop in session has been scheduled for Thursday 21st July by RedQuadrant, the Needs Assessment organisers. Members of the public are encouraged to attend the session to present their views.

Members present were advised that the Children's Centre had been officially closed by West Berkshire Council.

4. To give consideration to the changes made when using Bus passes within the District

Members present gave consideration to the changes recently implemented by WBC regarding the use of bus passes within the District. Times pass holders can present their pass for free travel has been reverted to the statutory minimum times. Companion passes no longer allow for a companion to travel without a valid ticket and passes will no longer be accepted for travel on Section 19 services (Handybuses and Readibus).

5. Safer Communities

i) Policing & Anti-Social behaviour

Further to comments from members regarding the lack of visibility of the PCSO within the vicinity, a request was presented to the police for their attendance at a parish council meeting. Both PC I McDonnell and PCSO J Ward attended the June parish council meeting, providing a crime update for the parish.

Two incidents have occurred recently at the pavilion involving a moped being stolen and damage caused to a neighbouring property. The incidents are being investigated accordingly by the police.

ii) To receive an update in relation to the PCSO Contract

Following review of the revised PCSO contract, the three parties' raised a number of points requiring clarification from Thames Valley Police. Upon receipt of the answers, the document will be signed for progression accordingly.

6. Conservation & Management of Open Spaces within the Parish

i) **Parish Recreation Grounds**

a) Common Rec

Further to the request presented by a local resident for a Beer Festival to be held on the Common Recreation Ground over the weekend of 23rd September 2016, a meeting has been held to obtain confirmation that all points of concern raised by the parish council are being considered. Copies of the relevant documents are to be forwarded to the parish council prior to final permission being granted.

A request was presented by an organisation referred to as God's Kids, for use of the Common Recreation ground on the 18th August to run children's gospels and activities. A marquee is required for the event which is to be managed by volunteers from the organisation. Further information was provided for members to give due consideration to the request. In principle, the committee expressed a willingness to grant permission for the event to go ahead. Further clarification is to be sought in relation to proposed setting up times, parking needs, use of toilets and the possibility of a clash with a football match on the 20th August.

Two further picnic benches have been installed near to the play area.

Members present gave consideration to the quotation received for cutting the grass at the common recreation ground and the Hatch. The parish handyman is to continue with the maintenance of the remaining areas within the parish, however, it has been noted that the mower is not fit for purpose for the larger grassed areas. Proposed by Dr R Longton, seconded by Mrs A Gallagher and **resolved** unanimously to instruct SCS landscapes to undertake the grass cutting at both the Hatch and the Common Recreation ground for an initial 12 month period only.

b) Hatch Rec

The overall health and condition of the Christmas tree has been assessed by the providing company. They have advised that the tree, although in need of dead wooding, is in good health and is to remain in-situ for the time being. It will continue to be monitored.

Further to permission having been granted for use of the Hatch for Burghfield U13's during May and June, the group advised the no longer required a site for training.

c) Old Rec

Promotion and publication of the refurbishment of the skate park. Details of the survey results were presented to members. A request is to be forwarded to the finance committee for a decision to be taken as to whether the project is to progress.

d) Wells Rec

A fault was identified with the small toddler swings. Safe & Sound Playgrounds have undertaken the necessary to ensure the swings comply fully with safety requirements.

e) Auclum Green

A request was presented again to the committee for consideration to be given to installing a gate at the entrance point from Reading Road. Members present **resolved** unanimously that a gate was not required and therefore the request would not be actioned. Users of the area, particularly dog walkers, are to be encouraged to keep their dogs on leads as well as "picking up".

A request for outdoor fitness equipment within the parish was presented for further investigation. Options are to be presented at the next meeting for consideration. A suitable location is to be determined once further details are received.

ii) **Tree Report**

The remaining tree works identified are to be undertaken later in the year.

Following a site visit, a request has been presented by 10 Badgers Glade to remove all vegetation currently pushing up against their fence. Members present agreed to instruct the councils approved contractor to install a maintenance strip at the location during this current financial year.

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

i) Common allotments

An inspection of the sites is to be carried out as soon as possible to determine whether any of the plots unpaid for are unmanaged. 30 day notice letters are to be forwarded to those identified as not having been recently worked.

The replacement fencing along Chapel path is scheduled to commence Monday 20th June, weather permitting.

An assessment of the various trees on the allotment sites is to be undertaken during the autumn period to ensure they are maintained accordingly and not causing any potential shadowing.

ii) Hatch allotments

An inspection of the sites is to be carried out as soon as possible to determine whether any of the plots unpaid for are unmanaged. 30 day notice letters are to be forwarded to those identified as not having been recently worked.

A quotation is to be obtained for an additional water trough following a request being presented by a plot holder.

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 receive an update following West Berks Council's decision to no longer provide or fill salt bins within parishes

WBC has advised of their decision to remove all WBC owned grit bins within the parish. The decision results in 15 grit bins being ear marked for removal. Members present gave consideration to adopting the grit bins and to committing to their filling and general maintenance. Proposed by Dr R Longton, seconded by Miss M Cresser and resolved **unanimously** to adopt the grit bins accordingly. WBC is to be advised.

iii) To note any items within the parish requiring action

A request was presented by a local resident for the removal of the footpath barriers on the footpath at the rear of Auclum Close and Springwood Lane. The request is to be presented to WBC for their consideration. The District Cllr's are also to be advised of the request to pursue the matter with WBC on behalf of the resident.

iv) To give consideration to any specific action required following the decision by WBC for Burghfield residents who no longer have access to Smallmead refuse centre

Initial discussions have been held with surrounding parishes to determine the level of support for approaching RE3 direct for permits to enable parishioners the continued use of Smallmead tip.

An invitation has been presented to the CEO of West Berkshire Council to attend a Q&A session with the parish council. The removal of Smallmead refuse centre is an area of considerable concern for residents, being one of the specific questions requiring further information and answering.

District Cllr C Jackson-Doerge advised that an executive decision had been made at WBC to upgrade Padworth Recycling Centre to accept general household waste. It is anticipated the upgrade process will take 9 to 12 months.

8a) Parish owned Properties

a) Pavilion

i) To provide an update in relation to the various options available in addressing the issue of broken windows at the pavilion

Quotes and designs for alternative windows and security of the windows at the pavilion are being obtained. A full report with prices is to be presented at the next meeting for consideration.

Café B has reported a success following opening all day Friday, although it was reiterated that the weather conditions did affect overall trade for the day.

Details of various acts of vandalism were presented to members.

8b) Village Hall

i) To present any specific questions to the Village Hall manager for further action

The Burghfield Toddler group presented a request to the committee for the replacement of their external shed, being on a slightly larger footprint to what is in existence at present. It is proposed to move the shed further away from the wall to aid circulation and water run-off. Further investigations are to be made into the increase in footprint compared to the existing structure. The fire officer is also to be contacted to determine the space required for fire escapes routes to ensure sufficient space remains.

Comments were raised in relation to the temperature in the main hall. The fan speed is to be reduced, and the temperature increased by 1 degree, for an initial trial period of one month.

Miss M Cresser requested a copy of the Hire terms and conditions to determine whether a review is required in the immediate future.

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

A Wi-Fi hotspot has been purchased and awaits installation. Further investigations are to be undertaken regarding public access restrictions and security.

11. Matters for future discussion – Electoral and Boundary review, overgrown hedgerows

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

Meeting closed at 21.20pm