

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date:	Thursday 22nd June 2017	Time:	7.30pm
Place:	Committee room, Burghfield Village Hall		
Present:	Mr I MacFarlane (Chair)	Dr R Longton	
	Mr P Wilkins	Mr M Paterson-Borland	
In attendance:	Cally Morris (Clerk)		
Absent:	Mr B Neilson	Mr R Hannington	
Apologies:	Mrs C Jackson-Doerge	Mrs A Gallagher	
	Mr D Kellaway	Miss M Cresser	

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 18 May 2017 having been circulated, were confirmed a correct record and signed by the Chairman.

3. Matters Arising on the Minutes

The replacement tables for the village hall have been purchased and await delivery.

The toddlers have been advised the new shed is to be rotated by 90 degrees to conform to the requirements of the committee. The required works are to be undertaken during the summer break.

An expression of interest has been submitted to WBC in relation to the maintenance of the Public Rights of Way within the parish.

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

Following on from further community engagement at Café B, school councils, the WI, Friendly Firs, local community groups and the May Fayre to collate evidence of support. A detailed report of the results from the community engagement will be presented once fully analysed.

The working party continue to meet to consider and determine the specifics prior to instructing architects. Regular updates will be provided to the Community Committee and Full council by the working party.

5. Safer Communities

i) Policing & Anti-Social behaviour

The number of incidents involving motorbikes on the recreation grounds within the parish continues to be an issue. The police have been advised of the incidents and local residents are encouraged to report all incidents. A meeting has been scheduled with the Community Resilience team at WBC, the local Police, Burghfield parish council, Stratfield Mortimer Parish Council and Sovereign housing to brainstorm any solutions to the ongoing problem.

ii) To receive and update in relation to the potential for Community Safety Wardens in conjunction with surrounding parishes and formulate a plan of action for progression

Further investigations have been made into the potential collaborative working with surrounding parishes for the introduction of Neighbourhood Wardens/Street Rangers. A meeting was held with Theale to determine how the scheme could be adapted to be successful within the local parishes. A report is to be provided at the next scheduled meeting once further specifics have been determined.

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

i) **To give consideration to the potential Devolution of services by WBC and determine any specific services the parish council would like to undertake**

Members present gave consideration to potentially taking on additional maintenance of the parish verges. A map highlighting the various verges currently being maintained by WBC was reviewed by members, identifying the most used or situated on road junctions. **Resolved** unanimously that an expression of interest is to be forwarded to WBC to ascertain the extent of works and the format upon which they can be undertaken.

Residents are to be encouraged to become involved in the maintenance of the verges within the parish by way of specific volunteer days to ensure the parish remains a place to be proud of. Details are to be presented within the next newsletter requesting volunteers come forward.

A review is to be undertaken of the work required for the verge maintenance and to determine whether the parish handyman is able to undertake the additional duties.

ii) **Parish Recreation Grounds**

a) Common Rec

Members discussed access on to the common recreation ground, specifically the widths required for double pushchairs, wheelchairs and motorbikes. Upon reviewing in further detail, members considered K barriers and double width kissing gates. It was determined to wait until after the brain storming meeting with the local police and WBC to consider any alterations.

b) Hatch Rec

Following a site assessment, permission was granted to the organisers of the Box Cart Bash due to the favourable weather conditions having been recently experienced.

The Christmas tree is to be removed on the 5th July.

c) Old Rec

Following the request by the Scouts, a gate between the Skate park and the Scout hut has been installed. The scouts have confirmed that a key to the gate will be available to the Montessori Nurse to enable the children access to the facilities without the need to walk along the roadside.

d) Wells Rec

The play area report identified a few minor items requiring attention. The parish handyman has been instructed to resolve accordingly.

e) Auclum Green

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ii) **Tree Report**

Further works are scheduled for September in accordance with the parish council management plan.

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

i) Common allotments

The fence running alongside Chapel path was assessed with additional post and rail having been installed to stop it being used as a cut through. VMex fencing has also been installed on the Reading Road boundary.

The parish handyman has been asked to strim and maintain the vacant allotment plots to ensure they are kept in a presentable manner.

All outstanding rent reminder letters have been circulated with a cut-off date of the 30th June having been stipulated. Any plots remaining outstanding will be re allocated as of the 1st July.

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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

Members resolved at the full parish council meeting in June to purchase a plaque in recognition of the successes of Chris Mears, the Olympic diver from Burghfield. The plaque is to be installed at the Willink leisure Centre further to their permission having been granted. Clerk to action.

Due to concerns being expressed by the residents of Blands Close regarding litter being deposited in the lay by, the litter warden has been requested to include a weekly pick within the vicinity.

8a) Parish owned Properties

a) Pavilion

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

No areas of immediate concern were identified for action.

8b) Village Hall

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

Further to the council's success in applying for grant funding, the new projector and screen within the main hall have now been installed.

Access to the air conditioning/heating unit continues with no areas of concern having been identified. Upon further investigation, the advice given is that the system is not compatible with any remote control system.

The Fire Risk Assessment and Health & Safety documents are confirmed as being up to date with copies being placed within the village hall noticeboard.

An electrical socket has been installed for the installation of a BT Hotspot within the main hall. Hirers will need to specifically request the password and Wi-Fi key for use. The password is to be changed on a regular basis.

9. Matters for future discussion – No further items were identified.

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

Meeting closed at 20.20pm