

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 21st June 2018 **Time:** 7.45pm
Place: Committee room, Burghfield Village Hall
Present: Mr I MacFarlane (Chair) Dr R Longton
Mr B Neilson Miss M Cresser
Mr M Patterson-Borland Mr D Kellaway
Apologies: Mr R Hannington Mrs A Gallagher
Mrs C Redding (Village Hall Manager)
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 17 April 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 community consultation has been undertaken to gather both comments and support from local parishioners in the progression of the community hub development. The design ideas have been on display in the village hall noticeboard, the parish website, the Annual Parish Meeting, the May Fayre, the Library along with a public exhibition being held on the 7th June. To date, all feedback has been positive and in support of the project going forward. Pre-planning advice has been obtained from WBC, supporting the project in principal. Specialist consultants are being instructed to begin the initial phase and prepare for full planning permission.

5. To update members on the agreed S106 projects identified

Following advice from 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 had been prepared, the parish council is still awaiting any further action, however, we are reassured that 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

- New cleaners have been installed and are performing well.
- The central heating has been flipped to air conditioning for the summer period.
- The Grundon bin for use by the village hall has been installed.

ii) To give consideration to the request presented for a stable door into the kitchen from the Toddler group

Members present gave consideration to the request presented by the Burghfield Toddler group for a possible stable door to be installed between the kitchen and the main hall. **Resolved** unanimously that the installation of the door was not

considered a necessity at this present time. The toddler group are to be advised accordingly.

b) Pavilion

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

A number of recent vandalism incidents resulted in a pavilion light being damaged, the associated cabling and CCTV camera. Footage of the damage being caused was captured and passed to the police with a statement. The individuals responsible have been identified with reassurance being provided by the police that a home visit is to be scheduled to each accordingly. Claims for damages, totalling £550 is to be presented to the individuals.

Members considered the value in maintaining the CCTV coverage at the pavilion, reviewing three options presented by the current provider in going forward. Proposed by Mr M Paterson-Borland, seconded Dr R Longton and **resolved** unanimously to proceed with option 3, to not install any further cameras.

Burghfield FC has requested the use of the pavilion kitchen during Saturday afternoon Men's games to help boost funds. Following their recent success in achieving the STEP7, additional costs have been incurred which they are hoping to mitigate. Members present **resolved** unanimously to provide use of the kitchen to the football club as requested.

7. Safer Communities

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

Members were advised of a collaborate meeting between the District Cllrs, the Police, Stratfield Mortimer Parish Council, Burghfield Parish Council, The Willink Secondary School and the local MP to discuss the ongoing problem of drugs on the Common Recreation Ground and within the vicinity. Burghfield Parish Council has agreed to cover the costs incurred for the use of a sniffer dog at the Willink prior to the end of term. A further collaborative meeting is to be scheduled to determine its success and subsequent future actin plan in tackling the issue.

Dr R Longton advised that the NAG group would be considering the advantages of changing the format of the group to Community Forums, similar to the system having been adopted successfully at Speen and Shaw, at their next meeting, Following the return of the speed gun owned by the parish, members were asked to determine whether they would like to retain the gun or pass back to the police on certain provisos. The item is to be discussed at a future date upon determining the remit it is to be utilised.

ii) **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 installation of additional defibrillators within the parish. Wellers Fruit Shop has been contacted to request whether they would be prepared to install a unit. The remaining 2 defibrillator units are to be utilised within the community hub upon completion.

8. Conservation & Management of Open Spaces within the Parish

i) **Parish Recreation Grounds**

a) Common Rec

A local resident forwarded a request for consideration to be given for the installation of a tarmac cycleway around the edge of the common rec to assist little ones in learning to ride their bike. Members present gave due consideration to the request, appreciating the frustration expressed by the resident. However, the committee did not believe the cost of installation, coupled with on-going maintenance costs warranted its usage.

The roundabout within the play area at the common rec has stopped rotating. The parish councils preferred specialist has investigated, providing a quotation of £395 to undertake the required repairs. Resolved unanimously to request the roundabout is repaired as suggested.

Members were reminded of the upcoming Family Sports Day on the common rec on Sunday 1st July with a request being presented for additional volunteers.

b) Hatch Rec

No items were identified requiring discussion by members.

c) Old Rec

A request was presented from Tesco stores in Burghfield to hold a charitable event on the old recreation ground. They are proposing a "picnic in the park" to include a BBQ, bouncy castle and a selection of fairground rides. **Resolved** unanimously to grant permission subject to all relevant documentation being provided to the clerk within the timescales stipulated.

d) Wells Rec

No items were identified requiring discussion by members.

e) Auclum Green

No items have been identified requiring discussion by the committee.

ii) **Tree Report**

A meeting is scheduled for later in the year with the councils approved tree surgeon to determine the next schedule of works as per the 5-year management plan.

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

i) Common allotments

Following detailed discussions at previous meetings, the following actions were implemented:

1. The access gate onto Bunces Lane was provided with a combination lock.
2. Signage was installed at the various entrances advising "No Dogs" and "access for allotment holders only".
3. Consultation was held with Highways to determine any specific safety concerns relating to the closing/locking of the access gate onto Reading Road. A reply is awaited.

Members were advised the chain and lock initially installed on the Bunces Lane gate had been bolt cropped and removed a total of 3 times during the past 6-week period. At present the gate remains both lock and chain free. Members **resolved** unanimously to purchase a snake chain and D lock to stop any further theft or cropping of the lock. However, it was also stated by members present that should this go missing no further locks will be installed.

A request for plot holders interested in forming a separate allotments committee was included within the last parish newsletter, being delivered to every household. To date the parish council has not received any response to the request.

ii) Hatch allotments

The clerk advised that a letter had been forwarded to Thames Water to express the concerns of the parish council in accessing private property without permission. A response was received apologising for the error and reassuring that should any future incident occur permission would be sought accordingly.

9. 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.

Following confirmation from WBC that the costs for replacing the gravel boards running along the ditch side of Chapel path would be covered, Mr T Cross has been instructed to undertake the required works as soon as possible.

ii) To receive an update in relation to the suggested revised location of the grit bin from Woodlands Ave

Members gave consideration to the suggested revised location of the Grit bin recently relocated to the corner of Woodlands Ave due to vandalism and anti-social behaviour issues. **Resolved** unanimously to move the bin to the location suggested by WBC on the corner of Omers Rise at the cost of £45.

- iii) To give consideration to the correspondence received from a local resident regarding planting within the parish

Correspondence had been received from a local resident requesting some parish maintenance issues are discussed in further detail at a subsequent meeting. Members gave consideration to the suggestions, determining that they would review the proposals relating to Burghfield in Bloom and the Great British Spring Clean at the next Community committee meeting for further discussion:

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

No further items were noted.

- v) To receive an update following the advertisement for a litter warden within the parish

Members were advised that there had been a number of applicants for the vacancy of litter warden. Members noted the recent reduction in litter picking services being provided by WBC and therefore **resolved** unanimously, that due to the overwhelming response, two litter wardens be employed to bring the total number back up to 4 serving the parish.

10. Matters for future discussion – Village Hall hire fees

11. Items for information only – The plaque for erection in recognition of the Olympic achievements of Chris Mears has been scheduled for Monday 2nd July.

Meeting closed at 21.08pm