

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date:	Thursday 15th October 2015	Time:	7.45pm
Place:	Committee room, Burghfield Village Hall		
Present:	Mr I MacFarlane	Miss M Cresser	
	Mr M Paterson-Borland	Mrs L Sharp	
	Dr R Longton		
In attendance:	Cally Morris (Clerk)		
Apologies:	Mr J Sayer	Mr B Neilson	
	Mrs A Gallagher	Mr R Hannington	

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 September 2015, having been circulated, were confirmed a correct record and signed by the Chairman.

3. Matters Arising on the Minutes

A sign has been erected on the barrier to the skate park reminding people it is for emergency access only.

The multi play unit and the youth shelter on the Common recreation ground have been repainted.

4. Safer Communities

i) Parish Maintenance

The parish council handyman has been instructed to install additional paving slabs at the entrance onto the Common recreation ground via School Lane.

ii) Policing & Anti-Social behaviour

A meeting has been held between the three parishes regarding the partially funded PCSO contract and its renewal scheduled for 1st April 2016. Concerns were raised, particularly in relation to the amount of time being spent within the parishes by the PCSO. A further meeting has been scheduled in November to ascertain the main priorities and expectations of the three parishes to ensure a clear pathway for progression. Members reiterated the need and importance for an increase in both visibility and foot patrols by the PCSO.

5. Conservation & Management of Open Spaces within the Parish

i) Parish Recreation Grounds

a) Common Rec

The weekly play inspections have highlighted wear and tear to the safer surfacing under the roundabout, leaving patches of concrete exposed. Quotations have been obtained for the required works. **Resolved** unanimously to instruct the contractor to install a wear pad around the perimeter of the roundabout as soon as possible.

Positive comments have been received regarding the under 9's playing on the common recreation ground on a Saturday morning, particularly in relation to parking of additional cars.

A supplier of lockable brackets for the hanging of the goal posts on the outer pavilion wall is being pursued.

The approved Youth shelter modifications are to be undertaken prior to the end of the month.

b) Hatch Rec

A date is yet to be confirmed for the planting of the replacement Christmas tree. It is anticipated that it will be prior to the first Sunday in advent.

c) Old Rec

A meeting was held with a group of 8 local teenagers who see the skate park regularly and expressed an interest in becoming involved in the refurbishment project. Different designs, and the various components required within a new design, were discussed. A meeting has been scheduled for late November for the boys to present their design ideas for consideration and implementation by the skate park design companies.

Signatures are being collated to ascertain the level of interest by the local youngsters for the refurbishment of the skate park.

Resolved unanimously that an online survey, via Survey Monkey, is set up to specifically request parishioner's views and ideas regarding the refurbishment of the skate park. A link is also to be available via a specific Facebook page.

Further consideration is to be given to the introduction of a small play area, predominately for toddlers at the Old Recreation ground. Investigations are to be made in conjunction with the skate park improvements. Liaison is to be held with RoSPA to determine any safety issues.

d) Wells Rec

The playground report highlighted that the springer seat was loose. The contractor has undertaken the required repairs to ensure full compliance with health & safety requirements.

The weekly play inspections have highlighted wear and tear to the safer surfacing under the roundabout, leaving patches of concrete exposed. Quotations have been obtained for the required works. **Resolved** unanimously to instruct the contractor to install a wear pad around the perimeter of the roundabout as soon as possible.

e) Auclum Green

Maintenance of the site has now commenced via the parish handyman. A meeting has been held where immediate works required were identified and planned in accordingly.

A request was presented to members received from a local resident for the remainder of Auclum Green to be fenced, ensuring both dogs and children are unable to exit the site without the need to use a gate. Members gave due consideration to the request and **resolved** unanimously to not introduce further fencing to the area. Concerns were raised to the full enclosure of the site as well as three further entrances having been identified that would also require enclosing.

ii) **Tree Report**

A walking meeting was held with the councils approved tree surgeon to enable any immediate remedial works required to be identified and addressed accordingly. Due to the traffic use and footfall, it was recommended that the required works to the tree line along Reading Road, opposite the speed camera, be brought forward and addressed as soon as possible.

Proposed by Mr M Paterson-Borland, seconded by Dr R Longton and **Resolved** unanimously to instruct Oakey Garden Services to undertake the works at the same time as those scheduled for the far east corner of the common recreation ground.

A request to increase the budget for "Tree Surgery" for 2016/2017 to £7,500 is to be presented to the Finance committee for their consideration and potential inclusion within the budgeting process.

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

i) Common allotments

All plots are now currently occupied. A waiting list has been compiled for any future requests.

ii) Hatch allotments

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

6. 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 give consideration to any identified areas within the parish requiring maintenance

The litter bin in School Lane appears to have been moved. WBC is to be alerted.

7a) Parish owned Properties – Pavilion refurbishment project

i) To receive an update in relation to Café B using the Pavilion as a take-a-way booth

Following the successful trial of Café B running a take-a-way booth from the Pavilion during the summer holidays on a Thursday and Friday afternoons, feedback received was extremely positive from both Café B and social media. A request was presented by Café B to run for an initial 6 week period on a Saturday morning to cater for the under 9's football teams and spectators. A progress report is to be provided prior to the end of the 6 week period where, should it prove successful; an extension to the end of the football season at Easter will be requested.

Members present gave consideration to the proposal presented by Café B for a waiver on the weekly rental charge for the pavilion kitchen. A proposal is to be presented to the Finance & Governance Committee for no rent or electricity charges to be applied to their usage.

7b) Village Hall

i) To receive an update regarding the potential 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 made. A suggestion was presented for BT Hotspots to be created in both the West Wing Committee room and the main hall. Investigations are to be undertaken with regard to changing the current supplier to ensure the needs are met accordingly. A full report is to be presented at the next meeting for further consideration by members.

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

Specific dates are to be determined for defibrillator training. The sessions are to be a Sunday afternoon between 2pm and 4pm and an evening session between 7pm and 9pm. The dates are to be publicised in the parish newsletter.

A request was presented for the door code to be changed, effective as of 1st January 2016. The village hall manager is to advise hirers accordingly.

iii) To confirm the use of the village hall car park within the local community

Following a request from the Infrastructure committee for clarification, members present gave consideration to the exact usage of the village hall car park. The usage was reiterated as:

“The car park is to be open between the hours of 8am and 6pm seven days a week, or later should a hirer still be in occupation at the hall”

iv) To give consideration for a lockable storage unit to be situated at the rear of the village hall for storage of the pitch line marker

Consideration was given to installing a lockage storage cupboard at the rear of the village hall for the purpose of storing the football pitch line marker. Members raised concerns in relation to the rear of the village hall being a fire exit needing to be as clear as possible. Members also felt that the line marker was best placed

11. Matters for future discussion

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

Meeting closed at 21.06pm