

# BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at the Village Hall on **Thursday 12<sup>th</sup> March 2015**, commencing at 7.45p.m.

**Present:** Mr P Lawrence, Mr C Greaves, Mrs T Hipwell, Mr D Godwin, Mr P Wilkins  
Miss M Cresser, Mr D Godding, Dr R Longton, Ms A Trueman, Mr R Hannington  
Mr N Morse, Mr B Neilson, Mr I McFarlane

**In Attendance:** Clerk to the Parish Council, Village Hall Manager and 1 member of the public  
**Apologies:** Mrs A Gallagher, Mr M Paterson-Borland and Mr J Sayer

## Open Meeting

The low attendance and the absence of any questions resulted in a brief open meeting.

### **176. To receive any 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 dispensations for a Disclosable Pecuniary Interest.

### **177. Minutes of the last Parish Council meeting**

**Resolved** that the minutes of the meeting of the Parish Council held on 12 February 2015 be approved as a true and correct record and signed by the presiding Chairman.

### **178. Matters Arising on the Minutes**

Works are nearing completion for the installation of the Multi Use Games Area on the Common Recreation ground. The spring edition of the newsletter was circulated this week to all residents.

### **179. Chairman's Report**

The presiding Chairman gave a brief report on activities and events attended since the last meeting, highlighting the topics raised at the Annual Parish Conference held at the West Berks Council offices. The Chairman advised members that Network Rail are due to hold a workshop on 17<sup>th</sup> March regarding the potential improvements to the Ufton Nerve crossing. Miss M Cresser expressed an interest in attending on behalf of the council.

### **180. District Council Report**

Dr R Longton presented a brief verbal report to members highlighting specific concerns relating to Burghfield. A copy of the report is attached to the minutes for reference.

### **181. Village Hall**

The Village Hall Manager forwarded a written report highlighting the activities at the hall during the previous month and presented the schedule of payments for February 2015, which are appended to the minutes.

### **182. To receive the minutes of the Infrastructure Committee meetings held on 12 February and the draft minutes of the meeting held on 26 February 2015 and approve the recommendations there in**

It was **resolved** that the minutes of the Infrastructure Committee meeting held on 12 February and the draft minutes of the meeting held on 26 February 2015, a copy of which have been circulated to all members of the council, be approved and the recommendations there in be endorsed and adopted as presented.

### **183. To receive the minutes of the meeting of the Community Committee meeting held on 19 February 2015 and approve the recommendations there in**

It was **resolved** that the minutes of the Community Committee meeting held on 19 February 2015, a copy of which have been circulated to all members of the council, be approved and the recommendations there in be endorsed and adopted as presented.

### **184. To receive an update regarding the installation of PV Panels on the village hall and consider any action required for the progression of the project**

In progressing one of the key points identified within the parish plan refresh document, the council has been pursuing alternative Energy provision. The main aim is to reduce the carbon footprint of the parish by encouraging a reduction in consumption, the promotion of renewable energy and an increase in energy saving measures within Parish where possible.

Members were advised the village hall had recently undergone an EPC (Energy Performance Certificate) check to determine its rating prior to the installation of the PV panels. To ensure the higher level Feed in tariff being applied a minimum efficiency rating of a "D" is required. The age and efficiency of the currently boiler has resulted in an unsatisfactory rating, potentially impacting the feed in tariff rate to be applied. Investigations have been held into alternative boilers, with a preference for air source heat pumps to enable full utilisation of the existing ducting. Proposed by Mr I Macfarlane, seconded by Mr C Greaves and **resolved** unanimously the following action is taken:

- i) To progress with the installation of the PV panels week commencing 13<sup>th</sup> April but leave the system closed off until the replacement boiler has been installed.

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- ii) To obtain quotations for air source heat pumps for consideration and approval by the Governance & Finance committee as soon as possible.
- iii) To apply for funding from WBC to assist with the costs in replacing the boiler
- iv) Upon installation of the air source heat pump, link up the supply to the PV panels and apply to the FIT Bureau accordingly
- v) To ensure all of the above is completed prior to 1<sup>st</sup> September 2015.

**185. To receive the minutes of the meeting of the Governance & Finance Committee meeting held on 26 February 2015 and approve the recommendations there in**

It was **resolved** that the minutes of the Governance & Finance Committee meeting held on 26 February 2015 a copy of which have been circulated to all members of the council, be approved and the recommendations there in be endorsed and adopted as presented.

**186. To approve the draft Committee Scheme of Delegated Powers document**

Members present gave consideration to the draft document presented highlighting the Committee Scheme of Delegated powers.  
Proposed by Miss M Cresser, seconded by Mr I Macfarlane and **resolved** unanimously to adopt the policy for immediate implementation.

**187. To give consideration to the arrangements proposed for the May Fayre 2015**

Members gave consideration to the arrangements and items for promotion on the parish council stall at this year's May Fayre. A rota for attendance, and the manning of the Parish Council stall at the May Fayre, is to be circulated to members as soon as possible.

**188. To confirm the details of the April meeting and the Annual Parish Meeting**

Members present resolved unanimously to hold the Annual Parish Meeting and the April Parish Council meeting on the same evening of Thursday 16<sup>th</sup> April. The Annual Parish Meeting is to be scheduled to commence at 7.00pm. Publication of the Annual Parish Meeting is to be held in conjunction with local schools, West Berks Council, the parish noticeboards, the parish website and Facebook page. A request was presented to the chairman for the Chain of Office to be worn at the Annual Parish Meeting.

**189. Reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed**

Miss M Cresser attended the BNAG meeting, providing members with a brief overview of items discussed. Ms A Trueman advised she had attended the annual meeting of Burghfield Charities.

**190. Financial Matters:**

- i. **Accounts Reconciliation as at 28<sup>th</sup> February 2015**  
The accounts reconciliation statements for the month ending 28 February 2015 were received and noted being appended to the minutes.
- ii. **Accounts for Payment.**  
**Resolved** that the items for payment shown on the list attached to the minutes be authorised for payment, such sums to be debited to the account of the Parish Council.
- iii) **To confirm the allocation of members allowances for the current financial year**  
Members were reminded of their councillor allowances for the current financial year. Applications are to be presented in writing to the clerk for allocation.

**191. To request any items or events from the Committee Chairman requiring any action or publicity by the Communications Committee**

No items were presented by committee chairman requiring action or publicity by the Communications Committee.

**192. To receive the PCSO report for February 2015 and consider any issues in relation thereto**

The PCSO partially funded activity report for February 2015 was presented and received by members present.

**193. Matters for future discussion**

No items were raised by members

**194. Clerks items for information**

Members were updated in regard to the meetings scheduled for the rest of the month:

19th	Community Committee	7.30pm
26th	Infrastructure Committee	7.30pm

The next full parish council meeting will be held on Thursday 16<sup>th</sup> April 2015.  
The Chairman declared the meeting closed at 20.45pm