

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at the Village Hall on Thursday 12th May 2016, commencing at 7.45 p.m.

Present: Mr Paul Lawrence (Chairman), Mr I Macfarlane, Mr C Greaves, Mr M Paterson-Borland
Mr D Godding, Ms T Hipwell, Ms A Gallagher, Miss M Cresser, Ms A Trueman,
Mr B Neilson, Mr P Wilkins,
In Attendance: Clerk to the Parish Council, Village Hall Manager, 1 member of the public
Apologies: Dr R Longton, Mr D Godwin, Mr R Hannington, Mrs C Jackson-Doerge, Mrs L sharp,
Mr J Sayer, Mr N Morse

Open Meeting

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

020. Election of Chairman of the Parish Council for the ensuing Municipal Year

Resolved unanimously that Mr P Lawrence be elected Chairman of the Parish Council for the ensuing municipal year. Proposed by Mr C Greaves, seconded by Mr I Macfarlane and **resolved** unanimously.
(Mr P Lawrence took the Chair and requested that item 4 on the agenda be brought forward)

021. Election of Chairman of the Parish Council for the ensuing Municipal Year

Resolved unanimously that Mr I Macfarlane be elected Vice- Chairman of the Parish Council for the ensuing municipal year. Proposed by Miss M Cresser, seconded by Mr C Greaves and **resolved** unanimously.

022. To remind councillors of their obligations to ensure they have read and fully understood the councils Standing Orders, Financial Regulations and Code of Conduct for the ensuing municipal year

Members present were reminded of their obligations to ensure they had read and understood the councils Standing Orders, Financial Regulations and Code of Conduct. Each member is required to confirm by way of signature they had read the documentation.

023. To receive any written requests for Disclosable Pecuniary Interest dispensations from Member

There were no items upon the agenda that necessitated a member to present a written request for dispensations for a Disclosable Pecuniary Interest

024. To co-opt Parish Councillors to fill the casual vacancies and appoint the newly co-opted councillors to serve upon the committee structure

Proposed by Mr I Macfarlane, seconded by Miss M Cresser and **resolved** by a majority vote to co-opt Mr T Ansell following his previous expression of interest in becoming a member of Burghfield Parish Council. Mr T Ansell duly signed his declaration of acceptance of office, countersigned by the Clerk.

025. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 14th April 2016 be approved as a true and correct record and signed by the Chairman.

026. Matters Arising on the Minutes

The May Fayre was held on Sunday 8th May 2015 with thanks being expressed to all members who attended the Parish Council stall.

The allotment Rent collection day was held on Sunday 24th April with the majority of rent having been paid.

The end of year accounts closedown procedures have been completed with the financial statements having been prepared for presentation at the next Finance and Governance Committee meeting.

The end of year audit visit has been completed. The report will be presented to the Finance & Governance Committee meeting.

027. Chairman's Report

The Chairman gave a brief report on activities and events attended since the last meeting, expressing his thanks to all the members who attended the May Fayre in support of promoting the good work and previous year's achievements of the parish council.

The Chairman advised that a further meeting had been held with the youth council at the Willink Secondary School. Members present were alerted to correspondence received from a local resident expressing their concerns regarding the formation of the NDP Steering Committee, taking particular issue with conflict of interest and bias amongst potential members of the committee. The Chairman advised a formal response would be draft accordingly. Dr R Longton read to members present a personal statement in relation to his role upon the NDP Steering Committee, clarifying his position and potential future involvement.

028. District Council Report

No report due to the absence of District Councillor Carol Jackson-Doerge.

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029. Village Hall

The Village Hall Manager forwarded a report highlighting the activities at the hall during the previous month and presented the schedule of payments for April 2016, which are appended to the minutes.

030. To receive the minutes of the meeting of the Infrastructure Committee meeting held on 14 April and the draft minutes of the meeting held on 28 April 2016 and approve the recommendations therein

The minutes of the meeting of the Infrastructure Committee held on 14 April and 28 April 2016 were received and the proceedings endorsed and adopted.

Comments in relation to the WBC Housing Allocations DPD were considered by the committee for presentation to WBC. Members were advised that a request was to be presented for the removal of the site at Pond House Farm, Clayhill Road as the allocation for houses in Burghfield was being met by other allocated sites.

031. To receive the minutes of the meeting of the Communications Committee meeting held on 21 April and approve the recommendations therein

The minutes of the meeting of the Communications Committee held on 21 April were received and the proceedings endorsed and adopted

032. To receive the minutes of the meeting of the Community Committee meeting held on 21 April and approve the recommendations therein

The minutes of the meeting of the Communications Committee held on 21 April were received and the proceedings endorsed and adopted

033. To receive the minutes of the meeting of the Governance & Finance Committee meeting held on 28 April and approve the recommendations therein

The minutes of the meeting of the Communications Committee held on 28 April were received and the proceedings endorsed and adopted

034. Members to consider the recommendation from the Governance & Finance Committee that having met the conditions of eligibility, as defined in the Localism Act 2011 and SI 965 The Parish Councils General Power of Competence Order 2012, to adopt the General Power of Competence

Burghfield Council resolves from 12 May 2016, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.
Proposed by Dr R Longton, seconded by Mr I Macfarlane and **resolved** unanimously.

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

Thanks were expressed to Mr R Hannington, Miss M Cresser and Mrs F Hannington for all their hard work in collecting the rent due for the allotments at the annual collection day.

Miss M Cresser attended a Burghfield Volunteer Bureau meeting, Dr R Longton advised he had been in liaison with potential NDP Steering Committee member, advising the first meeting had been scheduled for Tuesday 17th May where the relevant roles upon the committee are to be nominated and voted upon in accordance with the Terms of Reference.

036. To appoint members to serve upon the following committees:

Resolved that the following appointments be confirmed.

a) Communications

Mr N Morse, Mrs T Hipwell, Mr D Godwin, Ms A Gallagher, Mrs L Sharp, Mr T Ansell (6)

b) Community

Mr I MacFarlane, Mr R Hannington, Miss M Cresser, Mr J Sayer, Dr R Longton, Mr B Neilson, Mr M Patterson-Borland, Ms A Gallagher, Mrs C Jackson-Doerge, Mr P Wilkins (10)

c) Infrastructure

Mr C Greaves, Mr P Lawrence, Dr R Longton, Miss M Cresser, Ms A Trueman, Mr D Godwin, Mr D Godding, Mr P Wilkins, Mr R Hannington, Mr J Sayer, Mr T Ansell (11)

d) Finance & governance

Mr P Lawrence, Mr C Greaves, Mr N Morse, Mr D Godding, Mr M Paterson-Borland, Mr I Macfarlane (6)

During the above appointments the Parish Council meeting was adjourned to permit the Committee Chairman to be elected. These meeting have separate minutes)

037. Appointment of Representatives to Serve on Outside Bodies

Resolved that the following appointments be confirmed.

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AWE Liaison
Bland's Trust
BMNAG
Burghfield Charities
Burghfield and Mortimer Volunteer Centre
Willink Recreation Centre
Wokefield Common
NDP Steering Committee

Dr R Longton & Mr B Neilson
Dr R. Longton
Dr R. Longton & Miss M Cresser
Ms A Trueman
Miss M Cresser
Mr I MacFarlane & Mr M Paterson-Borland
Mr J Sayer & Dr R Longton
Dr R Longton, Mr R Hannington,
Mr D Godwin, Mr T Ansell

038. Minutes of the Annual Parish Meeting

The minutes of the Annual Parish Meeting held on 14th April 2016 were received and noted.

039. Financial Matters:

i. Accounts Reconciliation as at 30th April 2016.

The accounts reconciliation statements for the month ending 30th April 2016 were received and noted and are 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 approve the Insurance Renewal for the ensuing year

Resolved to instruct Came & Company to undertake the full insurance of the council's assets and obligations as per policy schedule from 1st June 2016 for a further year.

Proposed by Mr M Paterson-Borland seconded by Mr P Lawrence and **resolved** unanimously to instruct Came & Co with immediate effect.

040. To receive the PCSO report for May 2015 and consider any issues in relation thereto

The PCSO partially funded activity report for May 2016 was received and noted.

041. Clerks items for information

The Clerk advised members of the meeting schedule for May:

NDP Steering Committee	-	17 th May at 7.45pm
Community Committee	-	19 th May at 7.45pm
Governance & Finance Committee	-	26 th May at 6.30pm
Infrastructure Committee	-	26 th May at 7.45pm

042. Matters for future discussion

Format for Annual Parish Meeting for 2017.

The Chairman declared the meeting closed at 21.00pm.