

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held in the West Wing, Village Hall on **Thursday 12th November 2015**, commencing at 7.45p.m.

Present: Mr P Lawrence, Mrs T Hipwell, Mr D Godwin, Mr I McFarlane, Mr R Hannington
Miss M Cresser, Dr R Longton, Ms A Trueman, Mr N Morse, Mrs A Gallagher,
Mrs L Sharp, Mr C Greaves, Mrs C Jackson-Doerge, Mr J Sayer, Mr P Wilkins
In Attendance: Clerk to the Parish Council, the Village Hall Manager, District Cllr I Morrin
Apologies: Mr D Godding, Mr B Neilson, Mr M Paterson-Borland

Open Meeting

District Cllr I Morrin advised members that RAFS (Residents against Firlands) had forwarded their concerns regarding the number of developers submitting applications for developments within our area. Whilst they believe it is acknowledged there is a need for more housing, they feel Burghfield is in danger of unacceptable developments being granted, especially following the overturning of West Berks rejection of the Firlands Farm application. They are keen to investigate further the process being adopted by some local authorities referred to as a Neighbourhood Development Plan. This is a document put together by local residents detailing what they wish to see for their area, a very simplistic definition that needs to be understood and explained in greater detail. A meeting has been scheduled at the Civil Service Club in James Lane, Wednesday 25th November at 8pm. Everyone is invited to join this public meeting to learn more and to help shape the future housing. District Cllr Morrin requested that the parish council attended the meeting to facilitate engagement with the community to assist in ascertaining the level of support for a NDP within the parish. Mrs A Gallagher and Mr D Godwin advised they would attend on behalf of the parish council, preparing a written report for presentation at the next scheduled meeting.

109. 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.

110. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 8 October 2015 be approved as a true and correct record and signed by the presiding Chairman.

111. Matters Arising on the Minutes

All matters are being dealt with at the relevant point in the agenda.

112. Chairman's Report

The presiding Chairman gave a brief report on activities and events attended since the last meeting, highlighting his attendance at the District Conference and the Remembrance Day Parade.
The Chairman also highlighted to members the Budget proposals from WBC currently out for consultation. Each committee is to consider the items relevant to their individual remit, presenting comments and any action points to the Governance & Finance Committee for their consideration at their next scheduled meeting on Thursday 3rd December.

113. District Council Report

District Cllr C Jackson-Doerge presented a written report to members present highlighting specific concerns relating to Burghfield. A copy of the report is attached to the minutes for reference.
Mr P Lawrence advised that the WBC budget proposals affecting Burghfield would be included within the relevant agendas for the various committees upon the council for further discussion and exploration.

114. Village Hall

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

115. To receive the minutes of the Infrastructure Committee meetings held on 8 October and the draft minutes of the meeting held on 22 October 2015 and approve the recommendations there in

It was **resolved** that the minutes of the Infrastructure Committee meeting held on 8 October and the draft minutes of the meeting held on 22 October 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.
Mr P Lawrence confirmed the following WBC Budget proposals were to be discussed and considered accordingly at the next scheduled meeting:
Public transport, Home to school transport, Highways maintenance, Traffic management and road safety, Rural highways grass cutting.

116. To receive the minutes of the meeting of the Communications Committee meeting held on 15 October 2015 and approve the recommendations there in

It was **resolved** that the minutes of the Communications Committee meeting held on 15 October, 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.

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Mr P Lawrence requested an update from the committee in relation to the refresh of the Parish Plan. Members advised that a review had been scheduled with a draft questionnaire anticipated for presentation to full council by July 2016.

117. To receive the minutes of the meeting of the Community Committee meeting held on 22 October 2015 and approve the recommendations there in

It was **resolved** that the minutes of the Community Committee meeting held on 22 October, 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.

Mr P Lawrence confirmed the following WBC Budget proposals were to be discussed and considered accordingly at the next scheduled meeting:

Rural highways grass cutting, Waste management street cleansing, Salt bins, Library Service.

118. To receive the minutes of the meeting of the Governance & Finance Committee meeting held on 22 October 2015 and approve the recommendations there in

It was **resolved** that the minutes of the Governance & Finance Committee meeting held on 22 October, 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.

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

No reports from representatives were received.

120. Financial Matters:

i. Accounts Reconciliation as at 31st October 2015

The accounts reconciliation statements for 31st October 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 approve the capital schemes and projects for inclusion within the draft budget for financial year 2016/2017

Members considered any additional schemes or projects in the preparation of the estimates of expenditure for the forthcoming financial year:

<i>Refurbishment of Skate Park</i>	-	<i>£150,000</i>
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(A minimum of 75% of the total project cost is to be from grant funding to be obtained)

Proposed by Mr I Macfarlane seconded by Mrs L Sharp and **resolved** unanimously to include the above projects within the estimates for financial year 2016/2017.

Monies remaining in the fund at year end from existing following projects are to be allocated to the same projects for completion during financial year 2016/2017.

Resolved unanimously to delegate powers to the Governance & Finance Committee to incorporate within the capital schemes and projects any items identified for inclusion by the various committees following review of the WBC Budget proposals which could have any financial impact. A revised draft budget will be presented in January if amendments are required. Proposed by Miss M Cresser, seconded by Mrs C Jackson-Doerge and resolved unanimously.

121. To receive a report from the clerk following a meeting with the three funding parishes and the Inspector regarding the PCSO role and potential contract renewal

The clerk provided members with a written report following a meeting between the three funding parishes and Inspector Ward. The purpose of the meeting was to enable the parish councils to determine whether to continue with the PCSO contract. Concerns regarding the contract were discussed, particularly regarding visibility. Reassurance was provided to the three funding partners regarding the role of the PCSO, in particular the incorporation of recent changes at a national level as well as locally. Reports are to be provided by the PCSO highlighting the works undertaken within the locality, addressing any areas of concern. Members reiterated the importance "value for money" to parishioners in the provision of the service.

122. To give consideration to the renewal of the PCSO Contract Terms and Conditions from 1 April 2016

The PCSO contract, from 1 April 2016, is awaited from Thames Valley Police Authority with the accompanying terms and conditions. Members present believed the contract, in its current form, to be out dated and no longer fit for purpose. The clerk is to initiate discussions with Thames Valley Police to request the contract be amended accordingly. The changes in the role of the PCSO and the three funding partner's expectations are to be incorporated. A further request is to be presented to TVP for consideration to be given to Proposed by Mr N Morse, seconded by Dr R Longton and **resolved** unanimously to continue with the PCSO contract for a further year, from April 2016, subject to the contract being amended to the satisfaction of the funding partners. Clarification is to be sought from TVP as to whether Burghfield & Sulhamstead could continue with the contract should Stratfield Mortimer decide to withdraw.

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123. **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.

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

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

125. **Matters for future discussion**

First Aid update, improvements to Pinchcut play area and footpath

130. **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
3 rd December	Governance & Finance Committee	6.30pm
10 th December	Communications meeting	7.45pm

The next full parish council meeting will be held on Thursday 14th January 2016.
The Chairman declared the meeting closed at 21.00pm