

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council held at the Village Hall on Thursday 14 September 2017, commencing at 7.45 p.m.

Present: Mr Paul Lawrence, Mr I Macfarlane, Mr C Greaves, Mr P Wilkins,
Dr R Longton, Mr D Godwin, Ms T Hipwell, Ms A Gallagher, Mrs L sharp, Mr N Morse,
Miss M Cresser, Mr D Godding, Mr R Hannington, Mr T Ansell, Mrs C Jackson-Doerge (8.20pm)

In Attendance: Clerk to the Parish Council, Village Hall Manager

Apologies: Mr M Paterson-Borland, Mr B Neilson

Absent: Mr D Kellaway

Open Meeting

Due to there not being any members of the public present the chairman opened the meeting accordingly.

081. 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

082. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 6 July 2017 be approved as a true and correct record and signed by the Chairman.

083. Matters Arising on the Minutes

Members were reminded of their obligations to sign confirming they had read and understood the councils Standing Orders, Financial Regulations and Code of Conduct documentation.
The Annual Accounts, having been submitted to Mazars, the external auditor for review, have been returned with no actions being identified as being required.
Following the ASB issues experienced at the beginning of the summer period, the police held a "Have your Say" meeting at the village hall on 15th August. The event was successful with headway being made for improved relations.

084. Chairman's Report

The presiding Chairman gave a brief report on activities and events attended since the last meeting, expressing his thanks to all the members who attended and assisted at the Burghfield Sports Day.
Volunteers were requested to assist at the upcoming Macmillan Coffee Morning scheduled for Friday 29th September.

085. To give consideration to the Electoral review of West Berks Council

Members present gave consideration to the proposal for Beech Hill to be included within the Burghfield Ward and removed from the Mortimer ward following a boundary review by the Local Government Boundary Commission.
Members determined to not submit a collective response. However, members were reminded that an individual view could be submitted accordingly for consideration.

086. District Council Report

A written report was forwarded by District Cllr C Jackson-Doerge updating members of district matters.

087. 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 July & August 2017, which are appended to the minutes.

088. To receive the minutes of the meeting of the Infrastructure Committee meeting held on 13 July and the draft minutes of the meeting held on 27 July 2017 and approve the recommendations therein

The minutes of the meeting of the Infrastructure Committee held on 13 July and the draft minutes of the meeting held on 27 July 2017 were received and the proceedings endorsed and adopted.

089. To receive the minutes from the last NDP Steering Committee meeting and give consideration to any specific actions points raised by the NDP Steering committee

Dr R Longton provided a verbal update to members of the recent works undertaken by the NDP Steering Committee, advising the committee is next scheduled to meet on 10th October 2017. Mr P Lawrence requested an updated project and budget for presentation at the next scheduled meeting.

090. To receive the minutes of the meeting of the Governance & Finance Committee meeting held on 10 July and approve the recommendations therein

The minutes of the meeting of the Governance & Finance Committee held on 10 July 2017 were received and the proceedings endorsed and adopted.

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091. To receive the minutes of the meeting of the Community Committee meeting held on 20 July and approve the recommendations therein

The minutes of the meeting of the Community Committee held on 20 July 2017 were received and the proceedings endorsed and adopted. The committee continued to review the Devolution Portal and determined to complete an expression of interest for additional upkeep of the drains and road sign cleaning within the parish. The committee advised that each section within the devolution package was being reviewed separately to ascertain responsibilities and costs involved before making a final decisions going forward.

Members present were advised that a detailed review of the assets held by West Berks Council within the parish was being considered, particularly any potential areas where an expression of interest could be presented for a transfer.

092. To receive an update in relation to the potential development of a Community Hub

The Community Hub Working Party is due to next meet in September. The working party published a request for local expertise for progression of the project with a member of the public offering their services.

093. To receive an update in relation to the provision of Library services within Burghfield

The following written report was forwarded by Mr P James, West Berks Council ad read by the Clerk for members information:

Burghfield Library has been busy over the summer and the volunteering has been going well after a slow start. We have 6 new Burghfield volunteers in the pipeline who will be trained and inducted as soon as possible.

We are always looking for more volunteers so please keep spreading the word.

Across West Berks we have trained up more than 170 volunteers and that number is expected to pass 200 soon.

The self-service kiosk will be installed on 5th October. Volunteers will be trained to assist customers.

We investigated building a toilet onto the library (cost £28k). After looking at various solutions we decided to hire a (super) portaloos that plumbs into the mains. See photo attached. This has been delivered on site and will be plumbed in during the next few days. It's lockable and is for library users and volunteers.

I have been invited by Izzy Macfarlane to discuss what the needs of a library would be in the community hub building. I think we are waiting for a date for that.

We are doing some promotion in the media at the end of this month to promote National Libraries Week 9-14 October.

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

Miss M Cresser advised she had attended the BMNAG meeting, the Have Your Say meeting and the Burghfield Volunteer Bureau, providing a verbal update from each.

Dr R Longton advised of his attendance at the BMNAG meeting.

District Cllr C Jackson-Doerge advised she had attended the Have Your Say meeting

Mrs L Sharp advised she had attended a meeting of the Burghfield Charities.

095. Financial Matters:

i. Accounts Reconciliation as at 31 August 2017.

The accounts reconciliation statements for the month ending 31 August 2017 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.

096. To receive an update regarding ASB or policing issues within the parish and determine any action required

The police have advised of their intention to establish a SIAG (Specific Incident Action Group) to assist in obtaining the required information to enable convictions of the perpetrators. A public meeting was held in August to gauge interest locally. Further details are to be presented by the police.

Members expressed their concern in relation to the length of time it takes for the police to answer calls to the 101 number. Concerns were also raised in relation to the increase in drug related crimes within the parish.

097. Matters for future discussion

Grazeley Garden City development

098. Clerks items for information

The Clerk advised members of the meeting schedule for September:

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| Community Hub Working Party | - | 21 st September @ 6.30pm |
| Community Committee | - | 21st September @ 7.45pm |
| Infrastructure Committee | - | 28th September @ 7.30pm |

The October parish council meeting is scheduled for Thursday 12th October 2017.

The Chairman declared the meeting closed at 21.00pm