

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall on **Thursday 6th April 2017**, commencing 7.45pm

Present: Mr P Lawrence, Miss M Cresser, Mr D Godding, Dr R Longton, Mr D Godwin, Mr T Ansell, Mrs C Jackson-Doerge, Mr M Paterson-Borland, Mr P Wilkins, Mr R Hannington, Mr C Greaves, Mrs T Hipwell, Mrs A Gallagher,
In Attendance: Clerk to the Parish Council, Village Hall manager, 3 members of the public
Apologies: Mrs L Sharp, Mr I McFarlane, Mr N Morse
Absent: Mr B Neilson

Open Meeting

No questions were raised.

1. 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.

2. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 9 March 2017 be approved as a true and correct record and signed by the presiding Chairman.

3. Matters Arising on the Minutes

No matters were arising from the minutes

4. To co-opt a Parish Councillor to fill the casual vacancy and appoint the newly co-opted councillor to serve upon a committee

Proposed by Mr C Greaves, seconded by Mrs T Hipwell and **resolved** by a majority vote to co-opt Mr D Kellaway following his expression of interest at the previous meeting to serve upon the parish council and become a member of Burghfield Parish Council. Mr D Kellaway duly signed his declaration of acceptance of office, countersigned by the Clerk.

5. Chairman's Report

The presiding Chairman gave a brief verbal report on activities and events attended since the last meeting, having attended a meeting with West Berks Council to discuss the Devolution Portal and the future of Burghfield library. Mr P Lawrence also attended the District conference provided members with a verbal update.

6. District Council Report

A detailed report was provided by District Cllr C Jackson-Doerge for member's information, a copy of which is appended to the minutes and held in the master file. A variety of questions were presented in relation to West Berkshire Council, specifically regarding cuts in services. Mrs C Jackson-Doerge was able to clarify the position of WBC and the various processes being implemented to alleviate the immediate impact of the cuts.

7. Village Hall

The Village Hall Manager presented a report highlighting the activities at the hall during March 2017 and presented the schedule of payments for April 2017, which are appended to the minutes.

8. To receive the minutes of the meeting of the Infrastructure Committee held on 9 March and the draft minutes of the meeting held on 23 March 2017 and approve the recommendations there in

It was **resolved** that the minutes of the Infrastructure Committee meeting held on 9 March and the draft minutes of the meeting held on 23 March 2017, 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.

9. To receive the minutes from the last NDP Steering Committee meeting

The minutes for the meeting held on 7th March were circulated to members present for information. Dr R Longton provided a verbal update to members present

10. To receive an update and give consideration to any specific actions points raised by the NDP Steering committee

- a) To approve and sign the Service Level Agreement presented by WBC - Members present gave consideration to the Service Level Agreement presented by West Berks Council for signing to proceed with the production of a NDP for Burghfield. Proposed by Mr D Godding, seconded by Mr D Godwin and resolved unanimously to sign the document for return to West Berks Council.
- b) To receive an update following the public meeting held on 4th April 2017 – Dr R Longton provided a verbal update to members following the Public Meeting held at the CSA on Tuesday 4th April.

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11. **To receive the minutes of the meeting of the Communications Committee held on 30 March and approve the recommendations there in**

It was resolved that the minutes of the Community Committee meeting held on 30 March 2017, 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.

12. **To receive the minutes of the meeting of the Community Committee meeting held on 16 March 2017 and approve the recommendations there in**

It was **resolved** that the minutes of the Community Committee meeting held on 16 March 2017, 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.

13. **To receive an update in relation to the potential development of a Community Hub and determine an action plan for progression of the project as a whole**

The response received to date from local parishioners regarding the potential Community Hub has proved very successful with over 250 online questionnaires completed. Paper copies of the questionnaire have been distributed to Cafe B, the WI, the Willink Secondary School with interviews having also been scheduled at Café B to determine the level of support locally. The results of the research will be collated and analysed for presentation at the next full council meeting.

The working party group is scheduled to meet on Thursday 27th April at 6.30pm to determine the various features required within the hub prior to engaging with architects.

14. **To give consideration to the arrangements proposed for the May Fayre 2017**

Members present were reminded of the format for the upcoming May Fayre, highlighting the stand as being an opportunity to launch the refresh of the parish plan as well as promoting the proposal for a Community Hub. Volunteers were requested to assist on the day. A schedule is to be circulated accordingly.

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

No reports.

16. **Financial Matters:**

i. **Accounts Reconciliation as at 31 March 2017**

The accounts reconciliation statements for 31 March 2017 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**

Members were reminded of their councillor allowances for the current financial year. Applications are to be presented in writing to the clerk for allocation.

17. **To confirm the details for the Annual Bike Ride on Sunday 18th June 2017**

Volunteers were requested to assist with the Annual Bike Ride on Sunday 18th June, 2017. The following members advised of their attendance:

Mr D Godwin, Mrs C Jackson-Doerge, Mr T Ansell, Mr C Greaves, Mr M Patterson-Borland

18. **To request any items or events requiring any action or publicity by the Communications Committee**

No specific items were identified. The Chairman of the Communications committee requested that an item be incorporated into each of the committee's agendas for consideration to be given to any items requiring publication.

19. **Matters for future discussion**

Green energy initiatives for the Community hub
Box Cart Bash – request for use of the Hatch Recreation Ground

20. **Clerks items for information**

The clerk advised members of the timetable of meetings for the month:

20 th April	Community Committee	7.30pm
27 th April	Community Hub working party	6.30pm
27 th April	Infrastructure Committee	7.45pm

The next full parish council meeting will be held on Thursday 11th May 2017. The Chairman declared the meeting closed at 21.00pm.