

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall on **Thursday 9th June 2016**, commencing at 8.15p.m.

Present: Mr P Lawrence, Mrs T Hipwell, Mr I McFarlane, Miss M Cresser, Mr B Nielsen
Mr C Greaves, Mr D Godding, Mr N Morse (arrived 19.50),
Mrs A Gallagher, Mrs C Jackson-Doerge (arrived 20.30) Mr M Paterson-Borland
Dr R Longton, Mr D Godwin, Mr T Ansell
In Attendance: Clerk to the Parish Council, the Village Hall Manager, PC McDonnell & PCSO J Wood
Apologies: Mr J Sayer, Mr R Hannington, Mrs L Sharp, Ms A Trueman, Mr P Wilkins

Open Meeting

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

43. 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.

44. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 12 May 2016 be approved as a true and correct record and signed by the presiding Chairman.

45. Matters Arising on the Minutes

All items are to be reported upon in the body of the main agenda.

46. Chairman's Report

The presiding Chairman gave a brief report on activities and events attended since the last meeting including The Chairman moved forward item 18 on the agenda to enable the Police officers in attendance to present their report and leave the meeting to attend other duties accordingly.

To receive the PCSO report for May 2016 and consider any issues in relation thereto

The PCSO partially funded activity report for May 2015 was presented and received by members present. A number of questions were raised with the officers present in relation to Burghfield specific crime figures for the preceding months. The importance of suspicious or Anti-social behaviour to be reported via the 101 number was reiterated. A short report clarifying which number to use for reporting crime is to be included within the next newsletter.

47. To receive written confirmation from members present that they have read and understood the councils Standing Orders, Financial Regulations and Code of Conduct

Members present confirmed they had read & understood the councils Standing Orders, Financial Regulations and Code of Conduct, signing a declaration accordingly. The declaration will be kept in the parish council minute book

48. District Council Report

A written report was provided by District Cllr C Jackson-Doerge for members information. A paper copy is to be held in the minute file accordingly for reference.

Members present expressed concern regarding a number of decisions recently approved by WBC which directly affect the parish, specifically the library and use of Smallmead refuse centre. The CEO of WBC is to be invited to a parish council meeting for a Q&A session and to provide a full and detailed explanation for the recent decisions.

49. Village Hall

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

50. To receive the minutes of the Infrastructure Committee meetings held on 12 May and the draft minutes of the meeting held on 26 May 2016 and approve the recommendations there in

It was **resolved** that the minutes of the Infrastructure Committee meeting held on 12 May and the draft minutes of the meeting held on 26 May 2016, 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.

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

Dr R Longton provided a verbal update to members present; highlighting that progress had been made in preparing both a plan of action and a statement defining roles of the steering committee group. The next meeting has been scheduled for Tuesday 21st June 2016.

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52. To receive the minutes of the meeting of the Community Committee meeting held on 19 May 2016 and approve the recommendations there in

It was **resolved** that the minutes of the Community Committee meeting held on 19 May, 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.

53. To receive the minutes of the meeting of the Governance & Finance Committee held on 26 May 2016 and approve the recommendations there in

It was resolved that the minutes of the Governance & Finance Committee meeting held on 26 May, 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.

54. To approve the Habitual & Vexatious Policy as presented by the Governance & Finance Committee for implementation

Resolved to adopt the Habitual & Vexatious policy as presented by the Governance & Finance committee for immediate implementation. Proposed by Mr I Macfarlane, seconded by Mr C Greaves and **resolved** unanimously.

55. To receive an update regarding the "Have a Field Day" on Sunday 17th July

Plans are progressing for the scheduled "Have a Field Day" on Sunday 17th July 2015. Thanks were expressed to those who had offered their services and support for the event to date. Further volunteers were requested to ensure its full success. A task list is to be circulated to members for their assistance.

56. To confirm the details for the Annual Burghfield Bike Ride on Sunday 19th June

Members gave consideration to the arrangements for the Burghfield Bike Ride this Sunday 19th June. Thanks were expressed to those who had volunteered their services to assist with the road marshalling and the cooking of the BBQ.

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

Mr T Ansell advised he had attended the NDP Steering Committee group meeting.
Miss M Cresser attended the Burghfield & Mortimer Volunteer Bureau AGM.

58. Financial Matters:

- i. **Accounts Reconciliation as at 31 May 2016**
The accounts reconciliation statements for 31 May 2016 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 and sign the Financial Statements for financial year ending 31st March 2016**
The detailed Statement of Accounts for the year ended 31 March 2015 were scrutinised by the Governance & Finance Committee prior to the request being presented for their endorsement and adoption by the Parish Council. Proposed by Mr P Lawrence, seconded by Mr I MacFarlane and **resolved** unanimously
- iv. **To approve and sign the Annual Return for Financial year ending 31st March 2016**
The Annual Governance statement contained within the Annual Return was read to members and, following approval, the document was authorised to be signed by the Chairman and the Responsible Finance Officer. Proposed by Mr C Greaves, seconded by Mr I MacFarlane and **resolved** unanimously

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

No specific items were identified.

60. Matters for future discussion

The potential amalgamation of the APM with the April parish council meeting in 2017.
The removal of The Bantam from the ACV listing held by WBC.
The recent press relating to LED Street lighting levels.

61. Clerks items for information

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

16 th June	Community Committee	7.30pm
23 rd June	Governance & Finance	6.30pm
23 rd June	Infrastructure Committee	7.45pm
30 th June	Communications Committee	7.00pm

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