

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at the Village Hall on Thursday 10th October 2019, commencing at 7.45p.m.

Present: Mr T Ansell (Chairman), Miss M Cresser, Mr D Kellaway, Mr G Harris, Mrs L Sharp, Mrs J Ansell, Mrs A Hales, Mr P Lawrence, Mrs T Hipwell, Mr I Macfarlane, Mr C Greaves, Mr D Godwin, Dr R Longton, Mr B Neilson

In Attendance: Clerk to the Parish Council, Assistant Clerk, Village Hall Manager, 1 member of the public.

Apologies: Ms A May, Mrs C Jackson-Doerge, Ms A Gallagher, Mr I Morrin, Mr N Morse

Absent:

Open Meeting

The Chairman opened the meeting by reiterating that questions from parishioners were at his discretion and that a total of 15 minutes would be allocated accordingly. The chairman, to ensure fairness for all residents in attendance, stated that a maximum time of 3 minutes was allocated to each individual. The session would close after 15 minutes to ensure all remaining business upon the agenda could be transacted. Residents were reminded that upon closure of the question time, they were in attendance in an observational capacity only and to not cause a disturbance.

No questions were raised by the member of public present.

1.10 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council

Apologies for absence were presented, received and approved from the following members: Ms A May, Mrs C Jackson-Doerge, Ms A Gallagher, Mr I Morrin, Mr N Morse

2.10. Declaration of any personal or financial interests

No declarations were made by members in relation to a personal or financial interest in any specific matter on the agenda for consideration.

3.10 Applications for Dispensations

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

4.10. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 12 September 2019 be approved as a true and correct record and signed by the Chairman.

5.10. Clerks update

Members were reminded of the upcoming Christmas Market scheduled for Saturday 7th December, between 11am and 4pm. Thanks were expressed to everyone who had kindly donated a cake for the Macmillan Coffee morning.

The clerk advised that the approved gates and height barriers for both the Old Recreation Ground and the Hatch were due for installation on Friday and Monday. Upon confirmation from West Berks Council regarding the proposed amendments to the entrances and fence at Auclum Green, a quotation will be presented to members for their consideration.

6.10. Chairman's Report

The presiding Chairman, Mr T Ansell, reminded councillors of their duty to attend parish council meetings, stating by law they are "summonsed" to meetings. Any absence requires

BURGHFIELD PARISH COUNCIL

reasons to be stated in writing to the clerk in sufficient time. Reasons for the absence will be conveyed to the council to be approved by an affirmative resolution if accepted.

Mr T Ansell advised of his attendance at the Silver Sunday event held by TiM. Thanks, were expressed to everyone involved in the Macmillan Coffee morning.

Mr G Harris presented the following questions to the Chairman:

- a) *Mr Chairman, at the last **Parish Council** meeting on 12.9.19, Item 91 related to a District Councillor Report prepared by Graham Bridgeman, a Conservative District Councillor. The Minutes state 'Dr R Longton is to be encouraged to forward a District Cllr report identifying the liberal and green view within the district'. In the minutes of the previous Parish Council meeting on 11.7.19, Item 77, relating to a proposal concerning Climate Emergency, the Minutes state 'The Parish is non-political, yet the proposal is from a very political standpoint'. Can you clarify this apparent contradiction? Why on the one hand, do you say the Parish Council is non-Political yet on the other, you are clearly looking for an alternative Political view from the District Council representatives?*

The Chairman responded by advising the concern raised was to ensure the overall view of West Berkshire Council was presented, ensuring a balanced view was obtained. The chairman apologised if the request appeared political in any way, reiterating that the parish council was not politically motivated.

- b) *Mr Chairman, again at the last Parish Council meeting on 12.9.19, Item 98 related to a proposal regarding the use of gender-neutral language within the Parish Council. The Minutes state 'members determining that the time spent on the debate was not an effective use of council resources. Question 1 – surely isn't that what we do, debate? We are all entitled to raise matters and have them discussed. Would you not agree? Question 2 – was it really necessary to record that comment?*

The Chairman advised that a written response would be provided in relation to the question posed.

- c) *I must congratulate you and all the people involved in organising and running the recent Burghfest, it was a great community event. At its meeting on 19.9.19, Item 6, Accounts i), the Governance and Finance Committee agreed 'to forward a donation of £600 towards the provision of toilets at the upcoming Beer Festival' under Section 137 of the Local Government Act 1972. Would you agree that it would be nice to publicly acknowledge the contribution from the Parish Council because in addition, we also allow the use of the Rec and the pavilion, free of charge?*

The Chairman advised that the Santa's intention was to acknowledge the donation. A request is to also be presented to the Communications Committee to improve their communication with the community as to who and when they donate.

7.10. District Council Report

A written report was presented to members having been prepared by District Cllr R Longton. *(A copy will be held in the minute book)*

A request was presented for further information relating to the declaration of a climate emergency by West Berkshire Council. Dr R Longton advised that details will be presented as and when available.

8.10. 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 October 2019, which are appended to the minutes.

BURGHFIELD PARISH COUNCIL

9.10. To receive the minutes of the meeting of the Infrastructure Committee meeting held on 12 September and the 26 September 2019 approve the recommendations therein

The minutes of the meeting of the Infrastructure Committee held on 12 September and the 26 September 2019 were received and the proceedings endorsed and adopted.
Miss M Cresser advised that an annual review of the bus service within the area is to continue to ensure the service remains and is fully utilised. The chairman advised that the parish council will continue to ensure the service is promoted accordingly.

10.10 To receive the minutes of the meeting of the Community Hub Committee held on 19 September 2019 and approve the recommendations therein

The minutes of the meeting of the Community Committee held on 19 September 2019 were received and the proceedings endorsed and adopted.

11.10 To receive a verbal update in relation to the provision of a Community Hub

A verbal update was provided to members, advising of the decision taken by the committee to withdraw the proposal for a hub on the common recreation ground due to the draft budget determining the project in its current format as not financially viable. Investigations are being made as to possible alternative options for meeting the needs of the community. The essence of a hub is to remain.
The decision to leave the library in its current location was also determined by the committee.

12.10. To receive the minutes of the meeting of the Governance & Finance Committee held on 19 September 2019 and approve the recommendations therein

The minutes of the meeting of the Governance & Finance Committee held on 19 September 2019 were received and the proceedings endorsed and adopted.

13.10 To give consideration to the proposal presented by the Governance & Finance committee for an amendment to the Standing Orders to enable individual councillors to request a named vote on an agenda item

A request was presented by Mr D Kellaway for the Standing Orders to be changed to include a mandatory requirement for the way councillors vote on an item. The Governance & Finance Committee advised that the Standing Orders currently state the following:
“At the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against that question”.
Members present requested clarification as to the difference between questions, proposals and motions. The clerk is to present at the next meeting. The request by Mr D Kellaway is to be revisited at the next meeting.

14.10 To receive the councils Risk Assessment documentation for the current financial year

Members received the Risk Assessment documentation, previously scrutinised and approved by the Governance & Finance Committee, for the current financial year.

15.10 To receive the minutes of the meeting of the Communications Committee held on 26 September 2019 and approve the recommendations therein

The minutes of the meeting of the Communications Committee held on 26 September 2019 were received and the proceedings endorsed and adopted.
Miss M Cresser requested that notices continue to be displayed on the parish noticeboards to ensure all residents have opportunity to view.
Members discussed the outline VE Day Celebrations, requesting that an invitation was extended to those who experienced the Second World War.

BURGHFIELD PARISH COUNCIL

16.10 To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed

There were no reports from members present.

17.10 To give consideration to any proposals or specific actions identified by the various committees serving upon the council in relation to environmental issues within the parish

A reminder was presented to each of the committee chairman to ensure an agenda item is included for each meeting for consideration to be given to environmental issues within the parish and any proposals for subsequent improvements that could be made.

18.10. Financial Matters:

i. Accounts Reconciliation as at 30 September 2019.

The accounts reconciliation statements for the month ending 30 September 2019 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.

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

Members reiterated the importance of crime being reported within the local community. An article is to be included within the next newsletter advising people what number to use and when. Thames Valley Police have agreed to forward the necessary literature for inclusion. A date for the proposed Community Conversation at the Willink is yet to be determined.

20.10. Matters for Future Discussion

VE Day Celebrations

21.10. Clerks items for information

The Clerk advised members of the meeting schedule for October:

Community Hub Committee	-	17 th October @ 6.30pm
Community Committee	-	17 th October @ 7.45pm
Planning Committee	-	24 th October @ 6.30pm
Communications Committee	-	24 th October @ 7.45pm

Members were reminded of the upcoming Remembrance Day Parade on Sunday 10th November, with volunteers requested for the marshalling of the local area.

The Chairman declared the meeting closed at 20.47pm