

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at the Village Hall on Thursday 12th September 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, Ms A Gallagher

In Attendance: Clerk to the Parish Council, Assistant Clerk, Village Hall Manager, PCSO S Innes

Apologies: Mr I Macfarlane, Mr C Greaves, Mrs C Jackson-Doerge, Ms A May, Mr I Morrin, Mr D Godwin, Mr N Morse, Dr R Longton

Absent: Mr B Neilson

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. There were no questions due to the absence of any parishioners.

PCSO S Innes gave a brief overview of the role of the local police, local crime figures and the BMNAG group. It was noted that overall communication with the parish council had improved significantly with regular meetings scheduled with the parish clerk. A request for the reinstatement of the "Have Your Say" meetings was also presented, suggesting an evening slot.

The importance of parishioners reporting incidents was reiterated with an overview of what is classified as an emergency and a non-emergency. An article is to be included within the next newsletter advising parishioners of the procedures.

084. To receive members apologies for absence

Apologies for absence were received from the following members:

Mr I Macfarlane, Mr C Greaves, Mrs C Jackson-Doerge, Ms A May, Mr I Morrin, Mr D Godwin, Mr N Morse, Dr R Longton

085. 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

086. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 11 July 2019 be approved as a true and correct record and signed by the Chairman.

089. Clerks update

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Members were reminded of the upcoming Macmillan Coffee morning on Friday 13th September between 10am and 1pm. Thanks were expressed to everyone who had kindly donated a cake for the cause.

090. Chairman's Report

The presiding Chairman, Mr T Ansell, reminded councillors who were still to submit their bios for the website to do so as soon as possible. The photographer will attend the October meeting to photograph those absent. Councillors were reminded to regularly check their parish council email addresses for their council specific correspondence.

The Chairman provided a verbal update to members following recent visitations by Travellers on parish owned land. A Section 61 was issued by the police due to the level of anti-social behaviour reported. Thanks were expressed to the parish clerk for all the work in ensuring the swift eviction of the travellers.

The Chairman advised he had attended the TiM (Together in Mission) Birthday party.

091. District Council Report

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

The Chairman requested clarification as to the link between West Berks and a 4th runway at Heathrow. Further clarification was also sought into the delay of the new university building in Newbury.

Dr R Longton is to be encouraged to forward a District Cllr report identifying the liberal and green view within the district.

092. 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 August and September 2019, which are appended to the minutes.

093. To receive the minutes of the meeting of the Infrastructure Committee meeting held on 11 July and the 25 July 2019 approve the recommendations therein

The minutes of the meeting of the Infrastructure Committee held on 11 July and the 25 July 2019 were received and the proceedings endorsed and adopted.

094. To receive the minutes of the meeting of the Community Committee held on 25 July 2019 and approve the recommendations therein

The minutes of the meeting of the Community Committee held on 25 July 2019 were received and the proceedings endorsed and adopted.

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

Miss M Cresser attended the Burghfield and Mortimer Volunteer Bureau.

Mr D Kellaway attended the NDP meeting.

Mr G Harris attended the BMNAG meeting.

096. To give consideration to the proposal for the installation of height barriers and security gates at the Hatch Recreation Ground and the Old Recreation Ground

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Members present gave consideration to the proposal presented for the installation of height barriers, and modified entrance gates at both the Hatch Recreation Ground and the Skate park following the recent visitation by travellers.

Proposed by Mr P Lawrence, seconded by Mrs J Ansell and resolved unanimously to instruct Belmont Fabrication to supply and install the barriers, as per specification, as soon as possible at the total cost of £10,694 for the two sites.

097. 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.

Mr G Harris advised that the Allotments sub-committee were to encourage plot holders to limit their use of bonfires.

098. To give consideration to the request presented by Cllr May for consideration to be given to the use of gender-neutral language upon the parish council

Members present gave consideration to the suggestion presented by Cllr May for the use of gender-neutral language upon the council. Clarification in relation to the term "Chairman" was provided, acknowledging it related to a role rather than an individual. Discussions ensued, with members determining that the time spent on the debate was not an effective use of council resources. Members present **resolved** with a majority vote of 8, and 1 abstention by Mrs A Hales, to not change the language currently being used upon the council with regard to gender.

099. Financial Matters:

i. Accounts Reconciliation as at 31st August 2019.

The accounts reconciliation statements for the month ending 31 August 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.

100. To receive an update regarding Burghfield library and give consideration to the request from WBC for a financial contribution

Members present gave consideration to the request presented by West Berks Council for a commitment to contribute financially a sum of £5,715 for the current financial year. Members were pleased to see usage figures had increased on the previous year by 9% with the e-library having also increased users significantly. Resolved unanimously to grant £5,715 for the current financial year.

Proposed by Mrs J Ansell, seconded by Ms L Sharp and **resolved** unanimously to grant £5,715 to Burghfield library. A request for the opening hours to be reviewed is to be presented to the library.

101. To give consideration to the suitability of projects being proposed by members to be eligible to receive grant funding via a Members Bid

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Members were advised that the closing date for Members bid had been noted incorrectly with the deadline having now passed. The Chair has asked that each of the committee give consideration to suitable projects for presentation at the October parish council meeting. Each committee is also encouraged to consider any capital projects prior to budget preparations.

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

Members discussed 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.

Further discussions were held in relation to the remit of the BMNAG group, highlighting the need for the wider community to be involved.

082. Matters for Future Discussion

VE Day Celebrations

Mr D Kellaway requested that the Governance & Finance Committee reviewed the following items at their next scheduled meeting:

1. The Standing Orders are changed to have a mandatory requirement for the way each councillor votes to be recorded at main council meetings.

2. The Parish Council Code of Conduct is changed to include a mandatory requirement that each Councillor is respectful of the right to freedom of speech.

083. Clerks items for information

The Clerk asked for any members interested in attending the district Conference to advise via email.

The Clerk advised members of the meeting schedule for September:

Governance & Finance Committee	-	19 th September @ 6.30pm
Community Hub Committee	-	19 th September @ 7.45pm
Infrastructure Committee	-	26 th September @ 7.00pm

The Chairman declared the meeting closed at 21.28pm