

# BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council held at the Village Hall on **Thursday 14<sup>th</sup> March 2019**, commencing at 7.45pm.

**Present:** Mr Paul Lawrence, Mr D Godwin, Mr C Greaves, Mr D Godding, Mr D Kellaway, Miss M Cresser, Ms A Gallagher, Mrs L Sharp, Mr B Neilson, Mrs T Hipwell  
**In Attendance:** Clerk to the Parish Council, Assistant Clerk to the Parish Council, Village hall manager, District Cllr I Morrin.  
**Apologies:** Mr N Morse, Mrs C Jackson-Doerge, Mr M Paterson-Borland, Dr R Longton, Mr I Macfarlane, Mr T Ansell

The Chairman read the following statement prior to opening the floor to questions from parishioners:

*"I would like to remind members of the public that the Parish Council does not accept questions or comments that are made anonymously. If you wish to raise any questions you will be required to state your name, confirm whether you live within the parish and give an indication of what it is you wish to speak about. I would also like to remind members of the public that if they wish to record any of the discussions this evening, they are free to do so as long as they record the entire discussion relating to any topic, not just sections of the discussion. This is to ensure no comments are taken out of context. Anyone wishing to make a recording of any discussions is required to ensure that they have the permission to record from any other members of the public in attendance who may wish to speak".*

## **Questions from Parishioners:**

Due to the lack of public representation, the Chairman closed the floor and proceeded with the parish council meeting accordingly.

### **185. To receive any apologies for absence and 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.

### **186. Minutes of the last Parish Council meeting**

**Resolved** that the minutes of the meeting of the Parish Council held on 14 February 2019 be approved as a true and correct record and signed by the Chairman.

### **187. Clerks update**

The Clerk provided members with a verbal update following any actions from the previous minutes. All matters arising are being dealt with at the relevant point in the agenda.

### **189. Chairman's Report**

Cllr P Lawrence advised that he had attended a meeting with a local accounting specialist to pursue the completion of the Business plan for the proposed Community Hub.

### **190. District Council Report**

A written report was presented to members by District Cllr Morrin, updating district matters and those directly affecting the parish of Burghfield. (A copy is attached to the minutes held within the minute book)

### **191. Village Hall**

The Village Hall Manager presented a report to members highlighting the various activities during January 2019 and the schedule of payments for February 2019, which are appended to the minutes.

### **192. To receive the minutes of the meeting of the Infrastructure Committee held on 14 February and the draft minutes from 28 February 2019 and approve the recommendations there in**

The minutes of the meeting of the Infrastructure Committee held on 14 February and the draft minutes from 28 February 2019 were received and the proceedings endorsed and adopted.

### **193. To receive an update following the last NDP Steering Committee meeting and give consideration to any specific action's points raised**

Members presented received a verbal update of the recent works undertaken by the NDP committee. The final draft of the questionnaire has been prepared and awaiting circulation to the parish council at

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the April meeting for adoption and subsequent circulation. A cost plan is to be presented for the release of funds from the allocated budget for the circulation of the questionnaire.

**194. To receive the minutes of the meeting of the Community Hub Working Party Committee held on 28 February 2019 and receive a verbal update in relation to the potential development of a Community Hub**

The minutes of the meeting of the Community Hub Working Party Committee held on 28 February 2019 were received and the proceedings endorsed and adopted.

**195. To receive the minutes of the meeting of the Governance & Finance Committee held on 7 February 2019 and approve the recommendations therein**

The minutes of the meeting of the Governance & Finance Committee held on 7 February 2019 were received and the proceedings therein endorsed and adopted.

**196. To receive a verbal update in relation to the progression of the Community Hub**

Members present were advised that following a modification in design, a revised cost plan had been received and considered by the committee. Upon the Business plan being completed, the committee are to review the funding streams and allocations from reserves accordingly. Further community consultation has been undertaken via the parish website, newsletter, a drop-in session at the village hall during April and the May Fayre. A tender expert has been appointed to assist the parish council in the preparation of all necessary documentation.

**197. To receive an update in relation to the distribution of the Parish Questionnaire**

Members were advised that the parish questionnaire had been distributed to all households within the parish. A pre-paid envelope was provided to encourage as many respondents as possible. Promotion of the questionnaire is also to be directed via the parish council Facebook and website.

**198. To give consideration to the request for the parish council to support an Easter Egg Hunt on the Common Recreation Ground**

Consideration was given to the request for use of the Sports Pavilion and Common Rec for a Easter Egg hunt. **Resolved** unanimously to grant permission for the use of the Common Recreation ground, and the Sports Pavilion, for the Easter Egg Hunt. Confirmation is to be sought from the football club in the first instance to ensure no clash of usage.

Proposed by Ms L Sharp, seconded by Mr B Nielson and **resolved** unanimously.

**199. To confirm the details for the April meeting and the Annual Parish Meeting**

The Annual Parish Meeting is scheduled for Thursday 11<sup>th</sup> April 2019, from 7.00pm in the main hall. Members gave consideration to the existing format for the meeting, proposing the following changes are implemented:

- The meeting starts at the earlier time of 6.30pm
- Organisations having previously been in receipt of grant funding from the parish council are to be asked to attend the meeting to showcase their service and advise as to how the monies were utilised.
- A small scale exhibition of local community groups is to be set up around the room for people to browse and learn more regarding the volunteer work within the locality.
- Refreshments are to be provided by the WI

Proposed by Mr C Greaves, seconded by Mr D Godwin and **resolved** unanimously.

**200. To give consideration to the arrangements proposed for the May Fayre 2019**

Members were reminded of the upcoming May Fayre with consideration being given to the parish council stall and rota for volunteers. Consideration is to be given the stand being a joint venture with the NDP group. Volunteers are sought for the manning of the stand, as well as for the set up and take down.

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

Dr R Longton advised of his attendance at the NAG meeting, advising that future meetings are to start at the later time of 7pm.

Mr D Godwin advised he had erected the SID at various locations within the parish to deter speeding over the last two weeks.

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**202. Financial Matters:**

**i. Accounts Reconciliation as at 28 February 2019**

The accounts reconciliation statements for the month ending 28 February 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

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

Members were alerted to a recent incident in Mortimer of GBH. Concerns were expressed, specifically in relation to the overall lack of police presence.

**204. Matters for future discussion – No items were identified.**

**205. Clerks items for information**

The Clerk advised members present of the Nomination process for the upcoming Elections.

The Clerk advised members of the meeting schedule for March 2019:

Community Hub Working Party	-	21 <sup>st</sup> March @ 6.30pm
Community Committee	-	21 <sup>st</sup> March @ 7.45pm
Infrastructure Committee	-	28th March @ 7.45pm

The April parish council meeting is scheduled for Thursday 11 April 2019, from 8.00pm.  
The Annual Parish Meeting will be held prior to the main parish council meeting at 6.30pm.  
The Chairman declared the meeting closed at 21.00pm