

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council held at the Village Hall on **Thursday 14th February 2019**, commencing at 7.45pm.

Present: Mr Paul Lawrence, Mr D Godwin (arrived 8.40pm), Mr C Greaves, Dr R Longton, Mr I Macfarlane, Mr D Godding, Mr T Ansell, Mr D Kellaway, Miss M Cresser, Ms A Gallagher, Mr N Morse, Mrs C Jackson-Doerge (arrived 8.20pm) , Mrs L Sharp, Mr B Neilson

In Attendance: Clerk to the Parish Council, Assistant Clerk to the Parish Council, Village hall manager, District Cllr I Morrin, 4 members of the public.

Apologies: Mr M Paterson-Borland, Mrs T Hipwell

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:

A local resident raised the following questions:

- A request for a traffic survey was submitted to District Cllr C Jackson-Doerge following safety concerns. A response is awaited.
- There appears to be an increase in fly-tipping, specifically at the entrance to the new development on Reading Road, Burghfield Common. Could pressure be placed on West Berks Council to ensure modifications are made to the entrance to stop further tipping and for the area to be tidied?

A representative from the Burghfield & Mortimer Volunteer Bureau provided a brief overview of the service being provided within the parish to members present. Concerns were expressed in relation to funding available for the service. A request was presented for the parish council to give consideration to providing grant funding. All relevant paperwork had been completed and submitted for perusal by the Finance committee at their next scheduled meeting.

168. 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.

169. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 10 January 2019 be approved as a true and correct record and signed by the Chairman.

170. 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.

171. Chairman's Report

Cllr P Lawrence advised that he had not attended any parish related meetings.

172. 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.

172. 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.

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173. **To receive the minutes of the meeting of the Infrastructure Committee held on 10 January and the draft minutes from 24 January 2019 and approve the recommendations there in**

The minutes of the meeting of the Infrastructure Committee held on 10 January and the draft minutes from 24 January 2019 were received and the proceedings endorsed and adopted.

174. **To receive an update following the last NDP Steering Committee meeting and give consideration to any specific actions 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 approved and awaiting circulation for adoption and subsequent circulation. Mr T Ansell presented a suggestion to the NDP group for a skeleton document to be prepared to assist in guiding what further information was required to complete the document and ensure it carried the necessary weight to protect the future of Burghfield. District Cllr Morrin advised the document was in its pro-forma stage and awaiting the information being sought from the questionnaire to complete accordingly.

175. **To receive the minutes of the meeting of the Community Hub Working Party Committee held on 17 January 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 17 January 2019 were received and the proceedings endorsed and adopted. 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 scheduled via the parish website, newsletter, a drop in session at the village hall during April and the May Fayre. A tender expert is to be appointed to assist the parish council in the preparation of the required documentation upon acceptance of the revised design and cost plan. Reassurance was sought regarding potential alternative locations and options for the provision of a hub in the parish. Mr P Lawrence advised the committee, in conjunction with the appointed architects, had undertaken a considered approach to determine the preferred location for the hub to ensure the project was deliverable both financially and timing wise.

176. **To receive the minutes of the meeting of the Community Committee held on 17 January 2019 and approve the recommendations therein and note the draft minutes of the allotments sub-committee from 15 January 2019**

The minutes of the meeting of the Community Committee held on 17 January and the draft minutes of the Allotments sub-committee held on the 15 January 2019 were received and the proceedings therein endorsed and adopted.

177. **To receive the minutes of the meeting of the Communications Committee held on 24 January and approve the recommendations therein**

The minutes of the meeting of the Communications Committee held on 24 January 2019 were received and the proceedings therein endorsed and adopted.

178. **To approve the recommendation from the Communications Committee in relation to revising the remit and distribution of the Parish Questionnaire**

Members present reviewed the revised parish plan questionnaire, following recommendation from the Communications Committee, to reassign the purpose of the document as a "parish questionnaire". The questionnaire will be utilised for information gathering purposes with questions relating to the proposed Community hub having also been incorporated. Members present some suggested amendments, specifically in relation to exact wording of questions presented. Upon the amendments being incorporated, members resolved unanimously to circulate the parish questionnaire with the next newsletter. Proposed by Mr C Greaves, seconded by Mr D Kellaway and **resolved** unanimously.

179. **To receive a report further to the proposal received from the Burghfield Scouts for use of the Old Recreation Ground**

Members present gave consideration to the proposal presented by Burghfield Scouts for the use of the Old Recreation Ground. Advice had been sought from the parish council solicitor with recommendations being presented. Members expressed concerns in granting exclusivity to the scouts for the land. Proposed by Miss M Cresser, seconded by Mr C Greaves and resolved by a majority vote of 13 member and 1 abstention, to not grant exclusivity to the Scouts for use of the land as requested.

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

Miss M Cresser advised of her attendance at the Burghfield & Mortimer Volunteer Bureau meeting. Dr R Longton advised her had attended the BMNAG meeting.

181. Financial Matters:

i. Accounts Reconciliation as at 31 January 2019

The accounts reconciliation statements for the month ending 31 January 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

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

Members were advised that 3 dog litter bins had been vandalised and burnt on the common recreation ground.

Members were advised that Inspector Ward had retired from his role. His replacement would be in post by the end of February.

183. Matters for future discussion – No items were identified.

184. Clerks items for information

Members were advised that WBC would be holding their District Conference on Thursday 14th March 2019 at 6.30pm.

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

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| Community Hub Working Party | - | 28 th February @ 6.30pm |
| Infrastructure Committee | - | 28 th February @ 7.45pm |

The March parish council meeting is scheduled for Thursday 14th March 2019. The Chairman declared the meeting closed at 21.00pm