

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Committee Meeting

<b>Date:</b>	<b>Thursday 12<sup>th</sup> November 2020</b>	<b>Time:</b>	<b>7.30pm.</b>
<b>Place:</b>	<b>Virtually via Zoom</b>		
<b>Present:</b>	Mr I MacFarlane (Chair)	Mrs A Gallagher	
	Miss M Cresser	Mr B Neilson	
	Dr R Longton	Mrs J Ansell	
	Mr D Godding	Mrs S Awberry	
	Mr T Ansell		
<b>Apologies:</b>	All members present		
<b>Present:</b>	Mrs C Morris (Clerk)	Mrs C Stroud (Assistant Clerk)	
	10 Members of the public		

*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.*

Mrs V Brown raised concerns in relation to item 10.ii 2), requesting the annual plot turnover from previous years be included in any further discussions.

- 1.11 Apologies for Absence**  
To report, approve and record apologies for absence (and the reasons) from members of the Parish Council  
No apologies were received.
- 2.11 Declaration of any personal or pecuniary interests**  
In accordance with the requirements of the process for dealing with member's standards matters, to disclose and declare all personal or pecuniary interests including those of a partner/spouse on any Agenda item (as recorded in the Register of Member's Financial and Other Interests form).  
No Declarations of a personal or pecuniary nature were presented.
- 3.11 Applications for Dispensations**  
To consider and grant any applications from members who may have a personal/financial interest in a specific matter under consideration.  
No applications for dispensations were presented by members present.
- 4.11 Minutes of the last meeting of the Committee**  
The minutes of the last meeting of the Community Committee held on 15 October 2020, having been circulated, were confirmed a correct record, and signed by the Chairman.
- 5.11 Clerks update**  
The Clerk provided an update to members on any matters arising from the previous minutes, advising that they will be dealt with at the relevant point in the agenda.
- 6.11 Parish owned Properties**

**a) Village Hall**

- i) To receive an update in relation to any issues affecting the village hall

The village hall remains closed further to government guidelines and COVID requirements.

- ii) To receive an update in relation to the refurbishment works

The tender documents have been received and scrutinised by the sub-group under delegated authority and the parish council appointed architects.

**b) Pavilion**

- i) To receive an update in relation to any issues affecting the pavilion

Café B has asked to continue at the pavilion providing a takeaway service until the 16th December 2020.

A confirmed date for a Valiant boiler specialist to attend site to assess and resolve the boiler issues is awaited.

**7.11**

**Conservation & Management of Open Spaces within the Parish**

**a) Parish Recreation Grounds**

- i) To receive a report regarding parish owned recreation grounds

Weekly and quarterly inspections have identified some minor

General maintenance of all areas continues according to the approved schedule.

- ii) To receive an update of any specific works required within the parish

No further works requiring immediate attention were identified, all scheduled works continue accordingly.

- iii) To receive an update in relation to the proposed improvements to the Skate Park

Members present received a written update regarding the proposed improvements to the skate park.

Resolved: Members are to consider the options presented, and the overall use of the facilities for further discussion at the next scheduled meeting.

- iv) To receive and discuss the request presented by the Scouts in relation to The Old Recreation Ground.

Members present received a presentation from Burghfield Scouts in relation to the use of the Old Recreation Ground and parking issues experienced.

Resolved: A working group consisting of representatives from the Scouts and Parish Council is to be established to progress a resolution in a coordinated way.

**8.11**

**Environmental Impact within the parish**

- i) To receive an update regarding additional recycling facilities within the parish

Enquiries are to be made regarding the accessibility of the Tetrapak recycling point at the Willink School.

- ii) To receive an update in relation to the provision of Electric Charging Points in the parish

The Clerk is to investigate further with a report provided at the next meeting for further consideration. Consideration is to be given for its inclusion with the building works scheduled at the village hall.

- iii) To determine any specific actions to reduce the environmental impact within the parish

Resolved: To discuss the potential of a Community Orchard early Spring 2021.

Resolved: To liaise with the parish council appointed tree surgeon to determine specific trees, and their location, for planting within the parish. branching out fund grant, hedging.

The application for hedging plants at the Common Allotments boundary line has been

submitted as requested.

Due to die back, and disease within the main trunk of the Cherry Tree on the corner of the School Lane and Recreation Road, the tree had to be felled accordingly. The stump has remained in-situ due to the extent of damage its removal would cause to the safer surfacing within the playground.

#### **9.11 Tree Report**

i) Update on tree works scheduled & completed within parish

Works have been identified, being required at Auclum Green, Skate Park and the Burial Ground. The councils approved tree surgeon has been advised with works estimated to be completed within the next 4-6 weeks.

#### **10.11 Allotments**

##### **To deal with any administrative issues for the Allotments:**

i) To receive an update in relation to any administrative issues for the allotment sites

Plot inspections and allocations are currently on hold due to Covid restrictions.

ii) To receive a report identifying plot holders from outside the parish and those with more than one plot

Cllr Ansell advised a number of plot holders had been in contact to express their concern following comments on Facebook relating to the allotments, advising the comments had caused them considerable emotional upset.

A PowerPoint presentation was provided to members highlighting the current allocation of allotments, the total numbers of plots held, waiting lists and plots awaiting allocation.

iii) To receive an update regarding the encroachment of land

Further instruction is awaited from the parish councils' solicitor in relation to the land at the rear of Wellington Cottage belonging to the parish council. The parish council solicitor is undertaking the required investigations for the establishment of a tenancy agreement.

#### **11.11 Parish Maintenance**

i) To note any areas within the parish requiring maintenance

No further items were identified.

ii) To determine the usage of the table tennis table on the Common Recreation Ground

Resolved: To monitor the condition of the table tennis table and determine its location and future upon further developments of the Community Hub.

#### **12.11 Matters for future discussion**

#### **13.11 Items for information only – No further items were identified.**

Meeting closed at 20.14pm.