

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held virtually on Thursday 5th November 2020, commencing at 7.45pm.

Present: Mr T Ansell (Chairman), Mrs J Ansell, Mr P Lawrence, Ms A Gallagher, Miss M Cresser, Dr R Longton, Mr D Godwin, Mrs C Jackson-Doerge, Mr N Morse, Mr I Macfarlane, Ms L Sharp, Mr C Greaves, Mr B Neilson, Mr D Godding, Mrs S Awberry

In Attendance: Clerk to the Parish Council, Assistant Clerk, 7 Members of the public

Apologies: Mr I Morrin

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. The following questions were raised:

Mr D Kellaway raised a number of questions to the council. Due to the number of questions, the Chairman requested they be emailed.

Mr G Hales raised his concerns regarding the refurbishment of the village hall. The Chairman answered the initial questions raised, advising the remainder would be answered as part of the evening's meeting.

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

Apologies for absence were presented, received, and accepted from the following members: Mr I Morrin.

2.11 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.

3.11 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.

4.11 Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 1 October 2020 be approved as a true and correct record.

5.11 Clerks update

The Clerk advised that the necessary measures had been implemented in relation to the national lockdown imposed as of today.

6.11 To receive a verbal report from the Chairman

The Chairman advised that he had not attended anything since the last meeting.

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7.11 Questions to the chairman previously submitted in writing

No questions were previously submitted.

8.11 To receive a report from a District Councillor

A written report was previously circulated by District Cllr R Longton and District Cllr G Bridgeman.

9.11 To receive the minutes of the meeting of the Infrastructure Committee held on 1 October and 22 October 2020 and approve the recommendations therein

Resolved that the minutes of the meeting of Infrastructure Committee held on 1 October and the 22 October 2020 be approved as a true and correct record. Clarification was being sought as to projects eligible for WBC Covid Recovery Fund.

10.11 To receive the minutes of the meeting of the Community Committee held on 15 October 2020 and approve the recommendations there in

Resolved that the minutes of the meeting of the Communications Committee held on 15 October 2020 be approved as a true and correct record.

i) To approve the recommendation to suspend the allotments sub-committee

Resolved: Members present resolved to suspend the Allotments sub-committee with immediate effect. Proposed by Cllr I Macfarlane, seconded by Cllr J Ansell and resolved by a majority vote with 4 members abstaining from voting.

ii) To receive an update regarding the encroachment of land adjoining the Hatch allotments

Members were provided with a verbal update in relation to the land encroachment at the Hatch allotments. A further update is to be provided upon notification from the parish councils solicitor.

11.11 To receive the minutes of the meeting of the Asset Management Committee held on 22 October 2020 and approve the recommendations there in

Resolved that the minutes of the meeting of the Asset Management Committee held on 17 September 2020 be approved as a true and correct record.

i) To receive an update in relation to the refurbishment works at the village hall

Members were verbally updated of progress to date in relation to the refurbishment works required at the village hall. The tenders received were currently being scrutinised by the subgroup accordingly.

ii) To delegate authority to the sub-group for the Village Hall project to award the Tender to the contractor satisfying the set criteria from the final three selected

Resolved as presented: Proposed by Cllr Greaves, seconded by Cllr Cresser and resolved unanimously to delegate authority accordingly.

12.11 To receive the minutes of the meeting of the Governance & Finance Committee held 22 October 2020 approve the recommendations there in

Resolved that the minutes of the meeting of the Asset Management Committee held on 22 October 2020 be approved as a true and correct record.

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- i) To approve the recommendation to increase the allotment rent
Resolved: To increase the allotment rent to £2.00 per 10 square metres, effective April 2022. Proposed by Cllr Morse, seconded by Cllr Sharp and resolved unanimously.
- ii) To approve the draft budget for financial year commencing 1st April 2021
Resolved: Proposed by Cllr MacFarlane, seconded by Cllr Greaves and resolved unanimously to accept the draft budget as presented.
- iii) To approve the recommendation for the terms of the loan accordingly
Resolved: Proposed by Cllr Lawrence, seconded by Cllr Greaves and resolved unanimously for the loan terms to be 20 years on a fixed rate.
- iv) To resolve to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWL loan for the refurbishment of the Village
Resolved: Proposed by Cllr Longton, seconded by Cllr Jackson-Doerge and resolved unanimously to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWL loan for the value of £100,00, on a 20-year fixed rate term for the refurbishment of the Village Hall resulting in an increase being applied to the annual precept of 2.3%.

13.11 Financial Matters

- i) Parish Council Bank Account Reconciliation Statement as 31 October 2020
The accounts reconciliation statements for the month ending 31 October 2020 were noted, being appended to the minutes.
- ii) Accounts for Payment
Items for payment, shown on the list attached to the minutes, were noted and as such sums are to be debited to the account of the Parish Council.
- iii) Village Hall Bank Account Reconciliation Statement as 31 October 2020
The accounts reconciliation statements for the month ending 31 October 2020 were noted, being appended to the minutes.
- iv) Accounts for Payment
Items for payment, shown on the list attached to the minutes, were noted and as such sums are to be debited to the account of the Village Hall.

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

No reports

15.11 To appoint a representative to sit upon the NDP Steering Committee

Resolved: To review the Terms of Reference for the NDP

16.11 To receive an update in relation to Remembrance Day 2020

Members were advised the Remembrance Day Parade would be in a scaled down format following the second national lockdown being imposed. The Chairman advised he would be attending to lay a wreath on behalf of the parish council.

17.11 To request items from the Committee Chairman requiring any action by the Communications Committee

No items were identified by the Committee Chairman for promotion or publication.

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18.11 Matters for Future Discussion

A summary of plot holders for out of the parish and those with more than one tenancy agreement in place. WBC entrances on Reading Road.

19.11 Items for information

No further items for information.

20.11 EXCLUSION OF PRESS AND PUBLIC:

To resolve, pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following:

Close of meeting at 20.50pm.