

BURGHFIELD PARISH COUNCIL

Minutes of the Asset Management Committee

Date: Thursday 21st January 2021 **Time:** 7.00pm
Place: Virtually via Zoom
Present: Mrs C Jackson-Doerge (Chairman) Mr T Ansell
 Mrs L Sharp Mr P Lawrence
 Mr I Macfarlane Mr C Greaves
 Miss M Cresser Mr I Morrin
 Ms L Sharp
In attendance: Cally Morris (Parish Clerk)
Apologies:

No questions were presented, the chairman closed the floor and started the proceedings of the meeting

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

All members were present.

2.01 Declaration of any personal or financial interests

In accordance with the requirements of the process for dealing with member's standards matters, to disclose and declare all personal or financial 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 further Declarations of either a personal or financial nature were presented.

3.01 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 were presented by members present.

4.01 Minutes of the last Meeting

The minutes of the last meeting of the Asset Management Committee held on 18 November 2020 having been circulated, were confirmed a correct record, and signed by the Chairman.

5.01 Village hall refurbishment

- i) To receive a report works to date from the sub-group and determine any specific actions

Members received a progress report from the Clerk accordingly. Members acknowledged the development of a webpage to keep parishioners up to date of progress at the hall.

- iii) To receive an update regarding funding of the project

Further to full council resolving to apply for a PWL (Public Works Loan) for the value of £100,000, and the completion of public consultation, the application for the value of £100,000 has been submitted to the MHCLG.

Members were advised that an application had been submitted for grant funding via

the West Berkshire Council CIL Project Funding for the value of £34,000.

6.01

Community Hub Project

i) To receive the draft business plan

Members present discussed the draft business plan further to the sub-group having met to discuss the overall progression of the project.

Resolved to obtain an up-to-date proposal for the provision of a professional business plan from Holybrook Associates. Proposed by Cllr Lawrence, seconded by Cllr Greaves and resolved unanimously.

ii) To receive an update of progress in relation to the action plan for the next 6-months

The Clerk advised that a basic action plan had been developed, encouraging members to populate the centrally held document for progression of the project.

iii) To receive a progress report of sources identified for funding of the project

Upon the completion of the business plan, funding sources are to be identified and pursued accordingly.

7.01

Matters for Future Discussion

8.01

Items for information Only - No further items were identified.

To determine the date of the next scheduled meeting

Close of meeting – The chairman closed the meeting at 19.35pm.