

BURGHFIELD PARISH COUNCIL

Minutes of the Asset Management Committee

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| Date: | Thursday 18th February 2021 | Time: | 6.30pm |
| Place: | Virtually via Zoom | | |
| Present: | Mrs C Jackson-Doerge (Chairman) | Mr P Lawrence | |
| | Mr D Godding | Mr C Greaves | |
| | Miss M Cresser | Mr T Ansell | |
| In attendance: | Cally Morris (Parish Clerk) | Claire Stroud (Assistant Clerk) | |
| Apologies: | Mr I Morrin | Ms L Sharp | |
| | Mr I Macfarlane | | |

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

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

Resolved: to accept the apologies presented by Cllr Macfarlane, Cllr Morrin and Cllr Sharp.

2.02 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.

3.02 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.

4.02 Minutes of the last Meeting

The minutes of the last meeting of the Asset Management Committee held on 21 January 2021 having been circulated, were confirmed a correct record by members present.

5.02 Village hall refurbishment

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

Members received a progress report from the Clerk advising of works to date.

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

Further to full council applying for a PWL (Public Works Loan) for the value of £100,000, confirmation is still awaited from the MHCLG as to the funds having been released.

Members were advised that the application submitted for grant funding from the West Berkshire Council CIL Project Funding for the value of £34,000 had been successful.

6.02 Community Hub Project

- i) To receive the quotes received for the progression and development of a business plan

Members present reviewed the quotations received for the progression of the business plan

for the Community Hub.

Resolved: To instruct ABC Business to undertake Stage 1 of preparing a business case/plan for the progression of the Community Hub project. Proposed by Cllr T Ansell, 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 the action plan continued to be developed, being a work in progress. Members are encouraged to assist in populating the centrally held document.

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

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

7.02 Matters for Future Discussion

8.02 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 18.55pm.

DRAFT