

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Committee Meeting

<b>Date:</b>	<b>Thursday 29<sup>th</sup> April 2021</b>	<b>Time:</b>	<b>7.45pm</b>
<b>Place:</b>	<b>Virtually via Zoom</b>		
<b>Present:</b>	Mr I MacFarlane (Chair) Miss M Cresser Dr R Longton Mr D Godding	Mrs A Gallagher Mrs J Ansell Mrs S Awberry Mr B Neilson	
<b>Apologies:</b>	All members present		
<b>Present:</b>	Clerk to the Parish Council 4 Members of the public	Assistant Clerk to the Parish Council Ms L Sharp	

*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. 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.*

Mr G Harris presented a question in relation to a proposed timescale for the Allotments sub-committee Terms of Reference and 5-year strategy. The chairman advised that due to other commitments upon the council, the items would be considered and reviewed by the committee in due course.

Mr G Harris required clarification as to the length of hedging due for replacing along the Bunces Lane section of the allotments. The chairman advised that it was yet to be determined.

**The Chairman invited a representative from the Burghfield Santa's to give a brief presentation further to their written proposal requesting permission for a Pop-up Pub on the Common Recreation Ground during the summer months.**

### 1.04 **Apologies for Absence**

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

Apologies were presented, approved, and accepted for Cllr T Ansell.

### 2.04 **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).

Cllr J Ansell declared a personal interest in item 7.04 ii)

### 3.04 **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.

### 4.04 **Minutes of the last meeting of the Committee**

The minutes of the last meeting of the Community Committee held on 18 March 2021, having been circulated, were confirmed as a correct record.

### 5.04 **Clerks update**

The Assistant Clerk provided a report updating members on any matters arising from the previous minutes, advising a 6-month extension had been granted for the water fountain.

### 6.04 **Parish owned Properties**

#### a) **Village Hall**

- i) To receive an update of the refurbishment works

Members received an update in relation to the progress of works completed at the village hall with the updated contractors report having been provided. Progress pictures continue to be updated on the parish website. Works are anticipated to be complete by mid-May. The Asset Management Committee are to formulate an action plan for the reopening of the hall.

**b) Pavilion**

- i) To receive an update in relation to Football and the use of the Sports pavilion

Grassroots football returned as of the 29<sup>th</sup> of March with an extension to the season until the end of June. All required documentation has been forwarded to the council by BFC with the addition of a toilet cleaning schedule. Government guidelines also now permit the use of the changing rooms and showers. A deep clean has been undertaken in preparation for full permission being granted. Maintenance of pitches has been rescheduled due to the extension to the season.

- ii) To confirm the re-opening of Café B

The Assistant Clerk confirmed that the relevant documentation had been received from Café B prior to their reopening. Due to football returning, Café B have been reminded of the importance of storing their items securely within the kitchen.

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

**a) Parish Recreation Grounds**

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

Members received a verbal report from the Assistant Clerk of any items of note with a few minor repairs being required at the Common, Auclum and Wells recreation ground.

- ii) To receive the request for permission to be granted for a pop-up pub on the Common Recreation Ground

Members present received and discussed the proposal presented by the Burghfield Santa's for a pop-up pub on the Common Recreation ground for the summer months. The Chairman suspended standing orders for a period of 15 minutes to enable further clarification to be sought from the organiser in relation to the proposed event.  
Resolved: For the **recommendation** of granting permission for a pop-up pub on the Common Recreation ground as per proposal presented.  
Proposed by Cllr D Godding, seconded by Cllr J Ansell with 3 members voting in favour and 4 against.

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

All scheduled works continue accordingly by the parish handyman.

- iv) To receive an update regarding the Skate Park and consultation responses received to date

Members present gave consideration to the feedback received in relation to the refurbishment of the Skate Park. A total of 213 responses were received with 155 expressing support for the area to remain as a skate park and for the necessary refurbishment works to be undertaken.  
Resolved: To initiate a working party for the progression of the project accordingly. The terms of reference for the group are to be determined accordingly.  
Proposed by Cllr M Cresser, seconded by Cllr B Neilson and **resolved** unanimously.

**8.04 Environmental Impact within the parish**

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

No further items were identified by members for further consideration at this time.

**9.04 Tree Report**

- i) Update on tree works scheduled & completed within parish

The parish councils appointed tree surgeon is to determine the next schedule for tree works required in the autumn, 2021. Upon clarification, the required number of days are to be scheduled.

**10.04 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 continue further to the lifting of Covid restrictions. Interest continues with a waitlist being maintained in accordance with the Allotment rules.

A review of the water troughs was completed by the parish councils appointed plumber. Following a few minor repairs being required all troughs have been certified as in full working order.

The allocation of 2 skips at both sites proved a huge success again with both areas benefitting.

Rent request letters, annual tenancy agreements and notification of changes in rental have all been forwarded to plot holders accordingly.

**11.04 Parish Maintenance**

i) To note any areas within the parish requiring maintenance

A brief verbal report was provided by the Clerk highlighting maintenance that had been undertaken within the parish during the past month.

**12.04 To confirm Delegated Authority during the period of legislative changes for committee meetings**

Resolved: The Chairman of the Community Committee, the Committee Vice Chair and the parish Clerk shall have delegated authority to make decisions on behalf of the council for period 7th May to Wednesday 30th June 2021 inclusive, subject to any legislative change.

Proposed by Cllr R Longton, seconded by Cllr A Gallagher and **resolved** unanimously.

**13.04 To consider any specific projects for progression by a Working Party**

Members are to forward ideas for progression in the future.

**13.04 Matters for future discussion**

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

Meeting closed at 20.50pm.