

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 9th September 2021 **Time:** 7.00pm

Place: West Wing Committee Room

Present: Mr I MacFarlane (Chair) Mrs A Gallagher
Miss M Cresser Mrs J Ansell
Mr D Godding Mrs S Awberry
Mr B Neilson Mr T Ansell

Apologies: Dr R Longton

Present: Clerk to the Parish Council Assistant Clerk to the Parish Council
2 Member of the public

1.0921 Apologies for Absence

Apologies were presented, with members present resolving unanimously to accept, from Cllr R Longton.

2.0921 Declaration of any personal or pecuniary interests

In accordance with the requirements of the process for dealing with member's standards matters. no Declarations of a personal or pecuniary nature were presented.

3.0921 Applications for Dispensations

No applications for dispensations were presented by members present.

4.0921 Minutes of the last meeting of the Committee

The minutes of the last meeting of the Community Committee held on 29 April 2021, having been circulated, were confirmed as a correct record.

5.0921 Clerks update

The Clerk advised that progression of the water fountain installation at the Sports Pavilion prior to 6-month extension is to be pursued prior to the deadline.

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 refurbishment works at the village hall.

ii) To give consideration to the request for use of the Village Hall Car Park by catering vendors

Members present gave consideration to the requests received from catering vendors to use the village hall car park.

Resolved: To grant permission for Grimsby Fish for operate on a Thursday morning for an hour. Proposed by Cllr M Cresser, seconded by Cllr S Awberry and resolved unanimously to grant permission with the proviso that it may be revoked upon notice being served by the parish council

Resolved: To not grant permission for a vendor to be in the car park in the evening due to the potential impact on users of the hall and the local residents.

b) Pavilion

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

Football has resumed on the Common Rec as of the 4th of September. The pop-up pubs have also finished for the season with Café B also providing confirmation of their departure from the end of September. A revised cleaning schedule is to be put in place from the 1st of October accordingly.

ii) To determine Pavilion hirers responsibility in relation to the Common Rec

Members present discussed the extent of responsibility to hirers of the pavilion in relation to the Common recreation ground.

Resolved: To ensure all hirers of the Pavilion undertake a sweep of the Common recreation ground at the end of the event as well as the following day, prior to noon, to ensure the area is left in an acceptable standard.

Proposed by Cllr D Godding, seconded by Cllr Neilson and resolved unanimously.

7.0921

Conservation & Management of Open Spaces within the Parish

a) **Parish Recreation Grounds**

i) To receive a report regarding parish owned recreation grounds

All play areas continue to be monitored on a weekly basis with safety inspection reports being undertaken on a quarterly basis. Members noted that the safer surfacing at the common rec requires monitoring with investment required in the near future.

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

All scheduled works continue accordingly by the parish handyman.

iii) To receive an update regarding the refurbishment of the Skate Park

The approved repairs have been initiated on the pyramid with the flat bank repairs scheduled for next week. Repairs are required to the tarmac surround due to erosion and safety concern with the instruction for the repair having been issued accordingly.

The working party, having met on site during the summer, are to devise a questionnaire for users of the facility to complete to assist in determining the overall design and layout.

8.0921

To give consideration to the erection of Christmas lights within the Parish

Members present gave consideration to the installation of sockets to the streetlights for the potential erection of seasonal lighting within the parish for the festive period.

Resolved: To install sockets to the streetlights on the Reding Road from Burghfield through to Burghfield Village to enable the erection of lighting for parish or seasonal events.

Proposed by Cllr T Ansell, seconded by Cllr A Gallagher and resolved unanimously.

9.0921

Environmental Impact within the parish

i) To give consideration to the request received for a Seed Swap Box

Resolved: To grant permission for a Seed Swap Box to be erected at the Common allotments. The box is to be metal, secure, and checked regularly.

Proposed Cllr J Ansell, Cllr B Neilson and resolved unanimously.

9.0921

Tree Report

i) Update on tree works scheduled & completed within parish

The parish councils appointed tree surgeon is scheduled to undertake tree works in the autumn, 2021. Upon clarification, the required number of days will be scheduled accordingly.

ii) Blossom in the Spring

Further to the parish council determining the implementation of the Blossom in Spring project, members of the committee approved the following locations:

Burghfield Burial Ground, Wells Recreation Ground, Auclum Ground

The following local groups are to be asked as to whether they would like to be involved in the planting – *The Hollies, Burghfield Self-isolate group, Burghfield Scouts*

10.0921

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 with a waitlist being maintained in accordance with the Allotment rules.

Cllr J Ansell advised that the various questions raised within the feedback raised were to be answered accordingly.

ii) To progress an Allotment 5-year Strategy & receive feedback from consultation with plot holders

Cllr J Ansell presented a report to members for their consideration, incorporating the feedback received following a letter being sent to all plot holders during the summer.

Resolved: That regular published Parish Council visits to both allotment sites are arranged four times a year to meet and talk to tenants directly to solicit feedback on what is needed. Proposed by Cllr J Ansell, seconded by Cllr A Gallagher and resolved with a majority vote of 6 in favour and

one against.

Resolved: To survey the allotment tenants, both via post and in person on published weekends, for priorities to then form working parties for progression of specific projects identified.

Proposed by Cllr J Ansell, seconded by Cllr D Godding and resolved with a majority vote with one abstention. A timeframe of 2 years was determined to establish success of the action plan.

iii) To progress revised Terms of Reference for an allotment sub-committee

Resolved: Following approval of the recommendations presented in relation to the 5-year strategy, members resolved unanimously a subcommittee was not required and therefore is not re-established. Proposed Cllr T Ansell, seconded by Cllr J Ansell and resolved with a majority vote of 6 in favour and one abstention the allotments sub-committee is dissolved with immediate effect.

11.0921 Parish Maintenance

i) To note any areas within the parish requiring maintenance

No further items were identified.

12.0921 Matters for future discussion – Burghfield Fun Run incorporation with the Family Sports Day.

13.0921 Items for information only – No further items were identified.

Meeting closed at 20.15pm.