

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall on Thursday 3rd February 2022 commencing at 7.45pm.

Present: Mr P Lawrence, Miss M Cresser, Mr D Godwin, Ms A Gallagher
Mr D Godding, Mr I Morrin, Mr I Macfarlane, Mr B Neilson,

In Attendance: Clerk to the Parish Council, 0 Members of the public
Apologies: Mr T Ansell (Chairman), Mrs J Ansell, Mr N Morse, Ms L Sharp,
Mr C Greaves, Mrs C Jackson-Doerge, Dr R Longton

Public Participation:

In accordance with the Public Participation Policy, no written questions had been previously submitted to the Parish Clerk by 12 noon the day before the meeting. The Chairman closed the floor and proceeded with opening the meeting:

1.0222 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council

Apologies for absence were presented and approved from members for Mr T Ansell, Mrs J Ansell, Mr N Morse, Ms L Sharp, Mr C Greaves, Mrs C Jackson-Doerge, Dr R Longton.

2.0222 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

3.0222 Applications for Dispensations

Request for dispensations were not required or requested by members present.

4.0222 To receive a verbal report from the Chairman

The Chairman advised that following the notice of a by-election to fill a vacancy upon the council no nominations had been received prior to the deadline date. A new notice has been forwarded by West Berkshire Council with a revised submission date for nominations. It was noted that should there be more than 1 nomination, a by-election will be held, at an estimated cost of £6,800 to the parish.

5.0222 Questions to the chairman previously submitted in writing

No questions had been received.

6.0222 To receive a report from a District Councillor

No report.

7.0222 Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 7 January 2022 be approved as a true and correct record.

8.0222 To receive the minutes of the meetings of the Infrastructure Committee and approve the recommendations therein

Resolved: that the minutes of the meeting of the Infrastructure Committee held on 27 January 2022 be approved as a true and correct record.

9.0222 To receive the minutes of the meeting of the Community Committee held on 20 January 2022 and approve the recommendations therein

Resolved: that the minutes of the meeting of the Community Committee held on 20 January 2022 be approved as a true and correct record.

10.0222 To receive the minutes of the meeting of the Communications Committee held on 27 January 2022 and approve the recommendations therein

Resolved: that the minutes of the meeting of the Community Committee held on 27 January 2021 be approved as a true and correct record

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11.0222 To receive an update in relation to the FOI's received and the publishing of requests received on the parish website

Members noted a spreadsheet highlighting all FOI's received since 2016 had been published on the parish website. Discussions were held as to whether each individual request was to be published on the website, with its response.

Resolved unanimously: To publish all requests, with their response, on the website accordingly. Information is to be redacted where necessary. A request is to be presented to the Governance & Finance Committee for a review of the process for FOI requests.

12.0222 To undertake a review of the Standing Orders in relation to Chairmanship

Members considered the current wording contained within the Standing Orders relating to the maximum term of Chairmanship.

Resolved: To amend the Standing Orders with the following wording:

The Chair and Vice-Chair are elected by members of the Parish Council at the Annual Council meeting each year under Section 15 (1) of the Local Government Act 1972 with a maximum continuous term of five years. Should either wish to continue their term, the Parish Council can at this point elect to extend this term limit. The Chair and Vice Chair would be elected and voted to continue as two separate votes.

Proposed by Cllr P Lawrence, seconded by Cllr Gallagher and resolved with a majority vote, 1 abstention and 1 objection.

13.0222 Financial Matters

- i) Parish Council Bank Account Reconciliation & accounts for payment as of 31 January 2022
The accounts reconciliation statements for month ending 31 January 2022 were noted. Items for payment were noted and as such sums are to be debited to the account of the Parish Council.
- ii) Village Hall Bank Account Reconciliation & accounts for payment as of 31 January 2022
The accounts reconciliation statements for month ending 31 January 2022 were noted. Items for payment were noted and as such sums are to be debited to the account of the Village Hall. During January bookings at the hall totalled £2,443.75.

14.0222 To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed

No reports.

15.0222 Matters for Future Discussion

No further items were identified.

16.0222 Items for information

The Clerk advised the meeting schedule had been updated as follows for the month:

Community Committee	-	10 th February @ 7.00pm
Community Hub Committee	-	17 th February @ 6.30pm
Infrastructure Committee	-	17 th February @ 7.45pm
Governance & Finance	-	24 th February @ 7.00pm

17.0222 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. Exclusion was not required.

Close of meeting – 20.41pm