

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 24th March 2022 **Time:** 7.45pm

Place: West Wing Committee Room, Burghfield Village Hall

Present: Mr I MacFarlane (Chair) Mrs A Gallagher
Miss M Cresser Mr D Godding
Mrs J Ansell Mr T Ansell
Dr R Longton

Apologies: Mr B Neilson

Present: Clerk to the Parish Council

1.0322 **Apologies for Absence**

Apologies were presented and accepted for Cllr B Neilson.

2.0322 **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.

3.0322 **Applications for Dispensations**

No applications for dispensations were presented by members present.

4.0322 **Minutes of the last meeting of the Committee**

The minutes of the last meeting of the Community Committee held on 17 February 2022, having been circulated, were confirmed as a correct record.

5.0322 **Clerks update**

The clerk provided a verbal update of any actions taken to date following the previous meeting.

6.0322 **Parish owned Properties**

a) **Village Hall**

i) To receive a report relating to the daily operation of the village hall

Bookings continue to be strong with most weekends being booked for parties. Weekly bookings have increased with bookings for March totalling £3,981 with an estimated income of £18,000 for the financial year since reopening on the 1st September 2021.

Confirmation is to be obtained from hirers that they are aware of the Fire Safety procedures and adhere to the numbers stated for seated and/or standing at an event. For insurance purposes, the importance of fire doors not being propped open, particularly by fire extinguishers, is to be communicated to all hirers. The booking form is to request that hirers acknowledge they have read and understood the T&C's of hire, including the fire risk procedures.

ii) To discuss the schedule for the upkeep and maintenance of the hall

Resolved: To instruct painters to undertake a refresh of the main hall during the summer.

An inspection of the toilets, flow of the outlets and associated drainage has been undertaken by a drain's specialist in conjunction with the architect. It was established that all building works had been completed in accordance with building regulations. The flush to the toilet cisterns has been extended to enable a full flush through.

Resolved: To obtain quotations for longer flush siphons, automatic flush sensors, and hand driers.

b) **Pavilion**

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

No problems to report.

ii) To discuss future CCTV requirements at the Sports Pavilion

Members discussed the requirements of the CCTV at the Pavilion determining that further investigation is required as to the live streaming of footage via a pole mounted 360 camera on the Common Recreation Ground that encompasses the whole area. Further investigations in to the

use of mosquito deterrents at the pavilion and Village Hall foyer are to be undertaken. A report is to be presented at the next meeting.

7.0322

Conservation & Management of Open Spaces within the Parish

a) Parish Recreation Grounds

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

a) Common Recreation Ground

A site meeting was held with a play specialist to discuss the safer surfacing. A quotation is being completed for presentation at the next scheduled meeting.

Members noted the ASB on the Common Recreation Ground at the weekend. The local police have been informed advising that an increase in patrols of the area has been scheduled.

The quarterly safety report has identified that the safer surfacing under the helicopter does not meet regulations.

Resolved: To follow the advice provided and barrier the area off, restricting access until the safer surfacing has been repaired or replaced. Barrier tape is to be used with appropriate signage.

b) Hatch Recreation Ground

A site meeting was held with a play specialist to discuss the safer surfacing. A quotation is being completed for presentation at the next scheduled meeting.

c) Wells Recreation Ground

Members noted that gaining entry to the Wells Rec was proving difficult due to tree roots. Various options to address the issue were presented and discussed by members present.

Resolved: To move the gate to the side and build the area up over the tree roots with a hoggin so as to not cause any damage to the tree. Resolved unanimously.

d) Auclum Green

The football goal on Auclum Green is waiting to be re-sited to allow the grass to recover.

e) Old Recreation Ground (Skate Park)

A meeting is to be established with the Skate Park working Party to progress the refurbishment/replacement of the facility.

- ii) To receive a quotation for the improvement of play area entrances

Resolved: To install a raised platform, with the use of paving slabs to address the sinkage and mud. Resolved unanimously.

- iii) To determine the future usage and location of the table tennis table on the Common Recreation Ground

Resolved: To move closer to MUGA in the most appropriate location. Resolved unanimously.

8.0322

Tree Report

- i) Update on tree works identified following storm damage

The recent storms resulted in a few trees being damaged within the parish. A site meeting has been established with the tree surgeon to address all trees in order of priority.

- ii) To discuss the updating of the 5-year tree management plan

Resolved: To instruct the parish approved Arboriculturist to undertake a review and update of the 5-year Tree Management Plan.

9.0322

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

Members received a written report updating them of issues relating to the allotments.

Resolved: To undertake a review of the plots available, their proximity to a water supply to review their suitability for allocation.

Resolved: To apply a cap of £20 per plot for all plot holders over State Pension age. Applications

for the discount will be requested in writing with proof of age being required. The offer is to be limited to existing plot holders only. Proposed by Cllr J Ansell, seconded by Cllr Gallagher and resolved unanimously.

ii) To discuss the provision of IBC units at the allotment sites

Prior to quotations for the provision of IBC units at the allotment sites being pursued, members discussed the practicalities of the units at the site. It was advised that plot holders will be required to ensure they have an adequate way of harvesting rainwater to fill the units, anticipated to be one year's rainfall. A review of the site is to be undertaken to determine the number of units required and specific locations.

iii) Spring Clean at allotment sites

Resolved: To provide one 16-yard skip at each site for the Easter Weekend at an estimated total cost of £1,000. Resolved unanimously.

10.0322 Parish Maintenance

i) To give consideration to any specific works identified or required within the parish

No further items were identified.

11.0322 Matters for future discussion – Provision of improved water supply to the periphery of the allotments, provision of Christmas lights within the parish and the Village Hall, Safer surfacing at the Common Recreation Ground and the Hatch Recreation ground.

12.0322 Items for information only – No further items were identified.

Meeting closed at 20.56pm.