

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall on Thursday 5th May 2022, at 7.45pm.

Present: Cllr T Ansell, Cllr I Macfarlane, Cllr C Greaves, Cllr P Lawrence, Cllr I Morrin, Cllr M Cresser, Cllr R Longton, Cllr J Ansell, Cllr C Jackson-Doerge, Cllr L sharp, Cllr D Godwin, Cllr N Morse, Cllr A Gallagher, Cllr D Godding

In Attendance: Clerk to the Parish Council, 2 members of the public.

Apologies: Cllr B Neilson

Open Meeting

Due to no questions being raised, the chairman closed the floor to questions and started the proceedings of the Parish Council meeting accordingly.

1.0522 Election of Chairman of the Parish Council for the ensuing Municipal Year

Invitations for the nomination of chairman of the parish council were received.

Resolved: That Mr T Ansell be elected Chairman of the Parish Council for the ensuing municipal year. Proposed by Cllr C Greaves, seconded by Cllr I Morrin and resolved unanimously. Mr T Ansell was declared Chairman and took the position accordingly.

2.0522 Election of Vice-Chairman of the Parish Council for the ensuing Municipal Year

Resolved: that Mr I Macfarlane be elected Vice- Chairman of the Parish Council for the ensuing municipal year. Proposed by Cllr M Cresser, seconded by Cllr D Godwin and resolved unanimously. Mr I Macfarlane was declared Vice Chairman.

3.0522 Signing of Declaration of Acceptance of Office for the appointed Chairman and vice chairman

Cllr T Ansell & Cllr I Macfarlane duly signed the Declaration of Acceptance of Office, being counter-signed by the Clerk following their appointed posts.

4.0522 To report, approve and record apologies for absence (and the reasons) from members of the Parish Council

Apologies for absence were received and resolved as being accepted by members for Cllr B Neilson & Cllr N Morse.

5.0522 Declaration of any personal or financial interests

There were no items upon the agenda that necessitated a member to declare either a personal or financial Interest.

6.0522 Applications for Dispensations

There were no items upon the agenda that necessitated a member to present a written request for dispensations for a Disclosable Pecuniary Interest.

7.0522 Councillors to confirm they have read and fully understood the councils Standing Orders, Financial Regulations and Code of Conduct for the ensuring municipal year

Members present were reminded of their obligations to ensure they had read and understood the councils Standing Orders, Financial Regulations and Code of Conduct. Each member is required to confirm by way of signature they had read the documentation at the next scheduled meeting.

8.0522 To confirm the council's eligibility, as defined in the Localism Act 2011 and SI 965 The Parish Councils General Power of Competence Order 2012, and subsequently adopt the General Power of Competence for the current financial year

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Burghfield Council resolves from 5 May 2022, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

Proposed by Cllr I Macfarlane, seconded by Cllr P Lawrence and resolved unanimously.

9.0522 To appoint members to serve upon the various committees upon the council for the ensuing year

Resolved: that the following appointments be confirmed:

Asset Management Committee

Cllr C Jackson-Doerge (Chairman), Cllr P Lawrence, Cllr I Morrin, Cllr C Greaves, Cllr D Gooding, Cllr L Sharp, Cllr N Morse.

Resolved: To appoint Cllr C Jackson-Doerge as Chairman.

Proposed by Cllr P Lawrence, seconded by Cllr L Sharp

Resolved: To appoint Cllr C Greaves as Vice-Chairman.

Proposed by Cllr L Sharp, seconded by Cllr C Jackson-Doerge and resolved unanimously.

a) Communications

Cllr L Sharp (Chairman), Cllr N Morse, Mr D Godwin, Cllr A Gallagher, Cllr T Ansell, Cllr J Ansell, Cllr B Neilson.

Resolved: To appoint Cllr L Sharp as Chairman.

Proposed by Cllr D Godwin, seconded by Cllr A Gallagher resolved unanimously.

Resolved: To appoint Cllr D Godwin as Vice-Chairman.

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

b) Community

Cllr I MacFarlane (Chairman), Cllr M Cresser, Cllr R Longton, Cllr B Neilson, Cllr A Gallagher, Cllr D Godding, Cllr J Ansell

Resolved: To appoint Mr I Macfarlane as Chairman.

Proposed by Cllr M Cresser, seconded by Cllr R Longton and resolved unanimously.

Resolved: To appoint Cllr J Ansell as Vice-Chairman.

Proposed by Cllr I Macfarlane, seconded by Cllr M Cresser and resolved unanimously.

c) Finance & governance

Cllr P Lawrence, Cllr L Sharp, Cllr I Macfarlane, Cllr T Ansell, Cllr C Jackson-Doerge
(The committee consists of the appointed chairman of the various council committees)

d) Infrastructure

Cllr C Greaves, Cllr P Lawrence, Cllr R Longton, Cllr M Cresser, Cllr D Godwin, Cllr T Ansell, Cllr I Morrin

Resolved: Unanimously to appoint Cllr P Lawrence as Chairman.

Proposed by Cllr M Cresser, seconded by Cllr Godwin and resolved unanimously.

Resolved: To appoint Cllr C Greaves as Vice-Chairman.

Proposed by Cllr T Ansell, seconded by Cllr P Lawrence and resolved unanimously.

(The Chairman adjourned the meeting to permit the various Committee members to meet to appoint their Chairman and Vice-Chairman accordingly)

10.0522 Appointment of Representatives to Serve on Outside Bodies

Resolved: that the following appointments be confirmed:

AWE Liaison

Allotments representatives

Bland's Trust

BMNAG

Burghfield Charities

Burghfield and Mortimer Volunteer Bureau

Willink Recreation Centre

Wokefield Common

Cllr R Longton & Cllr N Morse

Cllr J Ansell & Cllr A Gallagher

Cllr R Longton & Cllr I Macfarlane

Cllr R Longton & Cllr I Morrin

Cllr L Sharp, Cllr Jackson-Doerge

Cllr M Cresser

Cllr I Macfarlane & Cllr C Greaves

Cllr R Longton & Cllr C Greaves

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NDP Steering Committee

Cllr R Longton, Cllr I Morrin,
Cllr D Godding

11.0522 Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 7th April 2022 be approved as a true and correct record and signed by the Chairman.

12.0522 Clerks update

The end of year accounts closedown procedures has been completed with the financial statements having been prepared by council's accountants in preparation for presentation to the Finance and Governance Committee for approval accordingly.

The end of year audit is scheduled for next week. Upon completion the report will be presented to the Finance & Governance Committee meeting.

13.0522 To receive a verbal report from the Chairman

The Chairman advised that a meeting had been held with a CCTV provider who had kindly offered to gift a camera for erection at the common recreation ground to address current concerns regarding ASB. Thames Valley Police are to be granted permission to access the camera via a secure feed.

14.0522 Questions to the chairman previously submitted in writing

The following question was presented to the Chairman by a resident, Alice Hollis:

"The community seems to be severely split by the application for a temporary cafe on the Recreation Ground. I would like to know what steps the Parish Council is taking in response to the ongoing objections. Given the number of different points raised by several members of the community, fears about how our money is being spent during these times of austerity, and the misinformation that is being spread through social media, do you intend to consult with the community over plans for a specific cafe (not a community hub) to address these concerns before progressing the application further? And if not, why not?"

Chairman's response:

The major source of misinformation with regards to the planning application for a Café on the Recreation ground has come from the cowardly, misleading anonymous letter that has been delivered through the doors of a large number of houses in Burghfield. It is this sort of bullying behaviour and deliberate spreading of misinformation that creates splits in the community.

During times of austerity that the parish council should be investing in the community. The provision of a café will provide people the opportunity to meet and socialise over a hot drink without the expense of having to drive their cars or pay for a bus fare.

The parish council has made a planning application and this process will proceed to its natural conclusion. The parish council will continue to consult with the community including being at the May Fayre and the Annual Parish Meeting.

The following question was presented to the Chairman by Cllr D Godding:

"Given that it appears so many objections to the recently submitted cafe planning application appear to be based entirely upon misleading or false information; do you agree the council may need to change its communication strategy so parishioners are better able to identify when they may have been misled by anonymous unaccountable individuals?"

Furthermore, does the chairman agree that some of the published responses contain statements made about both individual councillors and the council as a whole are so offensive as to be bordering on Slander and that West Berkshire planning officers ought to have a duty to remove such comments"?

Chairmans response:

I agree the council needs to change its communication strategy and approach to regular communication I am asking that this is put on to the communication committee's next agenda.

Without a doubt some of the comments made about the parish council are without foundation and I will ask the clerk to write to West Berks Planning office to understand their policy on publishing such defamations particularly where they have no bearing on a planning application.

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15.0522 District Council Report

District Cllr R Longton provided a brief verbal report to members.

16.0522 To receive the minutes of the meetings of the Infrastructure Committee held on 7 April and 28 April 2022 approve the recommendations therein

The minutes of the meeting of the Infrastructure Committee held on 7 April and 28 April 2022 were received and the proceedings endorsed and adopted.

Members discussed representation from the committee at the EADPC meeting in relation to the planning application for the temporary café.

Resolved: Cllr C Greaves & Cllr P Lawrence are to represent the application as applicants.

Resolved: Cllr T Ansell is to attend as the representative from the parish council.

Proposed by Cllr I Morrin, seconded by Cllr C Jackson-Doerge and resolved unanimously.

17.0522 To receive the draft NDP document in preparation for final approval and initiation of the Referendum process

A presentation on the draft NDP document was presented to members for their consideration by Cllr I Morrin. Members thanked the NDP group for their hard work in preparing the document and presenting to members. All members were in favour of consultation on the document commencing.

18.0522 To receive the minutes of the meeting of the Community Committee held on 21 April 2022 and approve the recommendations there in

The minutes of the meeting of the Community Committee held on 21 April 2022 were received and the proceedings endorsed and adopted.

Resolved: Proposed by Cllr I Morrin, seconded by Cllr C Jackson-Doerge, all to obtain quotation for additional CCTV at the Village Hall and Pavilion.

19.0522 To approve the CCTV Policies as presented for immediate implementation

Resolved: To adopt the CCTV policies as presented for immediate implementation with the following amendments:

- Increase the number of days images to be held from 30 days to 90 days.

- An administration fee of £50 is to be applied for any subject access request.

Proposed by Cllr J Ansell, seconded by Cllr C Greaves and resolved unanimously.

20.0522 To receive the minutes of the meeting of the Communications Committee held on 14 April 2022 and approve the recommendations there in

The minutes of the meeting of the Communications Committee held on 14 April 2022 were received and the proceedings endorsed and adopted.

21.0522 To receive the minutes of the meeting of the Staffing Committee held on 7 April 2022 and approve the recommendations there in

The minutes of the meeting of the Staffing Committee held on 7 April 2022 were received and the proceedings endorsed and adopted.

22.0522 To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed

Cllr C Jackson-Doerge advised of her attendance at a meeting with Burghfield Charities.

Cllr R Longton advised of his attendance at a BMNAG meeting.

23.0522 Financial Matters:

i. Parish Council Bank Account Reconciliation & payments as of 30 April 2022

The accounts reconciliation statements for the month ending 30th April 2022 were received and noted and are appended to the minutes.

Resolved that the items for payment be authorised for payment, such sums to be debited to the account of the Parish Council.

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- ii. **Village Hall Accounts Reconciliation & payments as of 30 April 2022**
The accounts reconciliation statements for the month ending 30th April 2022 were received and noted and are appended to the minutes.

Resolved that the items for payment be authorised for payment, such sums to be debited to the account of the Village Hall.

- iii. **To approve the Insurance for the ensuing year**
Resolved: To instruct Zurich for the ensuing municipal year.
Proposed by Cllr C Greaves, seconded by Cllr I Macfarlane and resolved unanimously.

24.0522 To request items from the Committee Chairman requiring any action by the Communications Committee

Committee chairman are to forward their annual reports for inclusion within the next newsletter.

25.0522 Matters for Future Discussion

No further items were identified.

26.0522 Items for information

Meetings for the month

27.0522 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 during consideration of the following:
Exclusion was not required.

The Chairman declared the meeting closed at 21.15pm.