

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall on Thursday 9th June 2022 commencing at 7.45pm.

Present: Cllr T Ansell (Chairman), Cllr P Lawrence, Cllr M Cresser, Cllr D Godwin, Cllr D Godding, Cllr I Macfarlane, Cllr J Ansell, Cllr C Jackson-Doerge, Cllr R Longton, Cllr B Neilson, Cllr C Greaves, Cllr A Gallagher, Cllr I Morrin (arrived 20.05pm)

In Attendance: Clerk to the Parish Council, 4 Members of the public

Apologies: Cllr N Morse, Cllr L Sharp

Public Participation:

No questions were raised by members present.

1.0622 To report, approve and record apologies for absence (and the reasons) from members

Apologies for absence were presented and approved from members for Cllr C Greaves.

2.0622 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

3.0622 Applications for Dispensations

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

4.0622 To receive the applications for Co-option to fill the casual vacancies upon the council and vote for the seats to be filled accordingly

Resolved: To co-opt Mr R Thorrington as a parish councillor for Burghfield Parish Council with immediate effect. Proposed by Cllr Cresser, seconded by Cllr C Greaves and resolved unanimously. Mr Thorrington is to join the Communications committee.

Resolved: To co-opt Mr D Selway as a parish councillor for Burghfield Parish Council with immediate effect. Proposed by Cllr P Lawrence, seconded by Cllr C Jackson-Doerge and resolved unanimously. Mr Selway is to join the Infrastructure and Community Committee. Both newly co-opted members signed their Declaration of Acceptance of office accordingly. The Chairman advised that a training session would be arranged with the Clerk as soon as possible to assist the new members in their role. A mentor for each member has been appointed.

5.0622 Councillors to sign 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 signed to confirm they have read and fully understood the councils Standing Orders, Financial Regulations and Code of Conduct for the ensuring municipal year. The newly co-opted members are to sign at the next scheduled meeting upon having time to review the documentation accordingly.

(Cllr Morrin arrived at 20.05pm)

6.0622 Clerks update

All items are being dealt with under the relevant agenda item.

7.0622 To receive a verbal report from the Chairman

The Chairman advised of his attendance at the May Fayre. The event proved very successful with parishioners obtaining further details regarding the proposed temporary Café.

The Chairman advised that a group of local residents had expressed thanks to the parish council for their continued work within the parish on behalf of the community and its residents.

8.0622 Questions to the chairman previously submitted in writing

The following question was submitted by Beki Streeter:

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“Hi, with all of the current goings on I think when we return to normal young people of Burghfield have somewhere safe to go and relax with friends away from their home setting. Would the Parish Council be willing to discuss setting up a Youth Group in the Village Hall perhaps 1 evening every fortnight? I would be very interested to hear thoughts and be involved and am willing to offer time to get this going and get volunteers”.

Details were shared with the parishioner of previous youth events and clubs within the parish and the level of support for them at the time. Members expressed their support for the idea with a request for a business plan to be compiled and presented back to the parish council. Contact with Berkshire Youth is to be made to progress the idea.

9.0622 To receive a report from a District Councillor

District Cllr G Bridgman provided a written report updating members of West Berkshire Council matters.

10.0622 Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 5 May 2022 be approved as a true and correct record.

11.0622 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 26 May 2022 be approved as a true and correct record and the recommendations within be approved accordingly.

A further volunteer for the operation of the SID was requested. Cllr Godwin is to provide a presentation of the role at the next meeting.

To receive an update in relation to the draft NDP document in preparation for final approval

A verbal update was presented to members regarding the preparation of the NDP document for final approval.

12.0622 To receive the minutes of the meeting of the Community Committee held on 19 May 2022 and approve the recommendations therein

Resolved: that the minutes of the meeting of the Community Committee held on 19 May 2022 be approved as a true and correct record and the recommendations within be approved accordingly.

13.0622 To receive the minutes of the meeting of the Governance & Finance Committee held on 19 May 2022 and approve the recommendations therein

Resolved: that the minutes of the meeting of the Community Committee held on 19 May 2022 be approved as a true and correct record and the recommendations within be approved accordingly.

Cllr Cresser requested discussions surrounding the Handybus are handled by the Community committee. An item is to be included upon the next agenda.

14.0622 To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed

Cllr Cresser advised of her attendance at the Burghfield & Mortimer Volunteer Bureau, providing a detailed report further to the committee meeting.

Cllr Longton advised of his resignation as Chairman of the NAG meeting. However, Cllr Longton is to remain a member of the NAG group.

The NAG representatives from Burghfield were confirmed as being Cllr Longton, Cllr Morrin and Cllr Thorrington.

15.0622 Financial Matters

- i) Parish Council Bank Account Reconciliation & accounts for payment as of 31 May 2022
The accounts reconciliation statements for month ending 31 May 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 May 2022

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The accounts reconciliation statements for month ending 31 May 2022 were noted. Items for payment were noted and as such sums are to be debited to the account of the Village Hall. May bookings at the hall totalled £2,600.

- iii) To acknowledge and approve the Annual Governance Statement in Section 1 of the Annual Return
Resolved: The Annual Governance statement contained within the AGAR document was scrutinised and completed by the Governance & Finance Committee. Following approval, the document was authorised to be signed by the Chairman and the Responsible Finance Officer. Resolved unanimously
- iv) To approve the accounting statements in Section 2 of the Annual Return
Resolved: The accounting statements contained within Section 2 of the AGAR for year ending 31 March 2022 be endorsed and adopted following detailed scrutiny by the Governance & Finance Committee. Resolved unanimously.
- v) To approve the 2021/22 accounts
Resolved: The Statement of Accounts for year ending 31 March 2022 be endorsed and adopted following detailed scrutiny by the Governance & Finance Committee at their previous meeting. Resolved unanimously.
- vi) To note the period of elector's rights as 1st July to 11th August 2022
Members noted the period of elector's rights accordingly.

16.0622 To request items from the Committee Chairman requiring any action by the Communications Committee

Members were reminded to forward any newsworthy items for inclusion within the newsletter. The nomination of Buddy for a BHFT award and Mr D Gregory receiving a Queens platinum award.

17.0622 Matters for Future Discussion

First Aid training for councillors.

18.0622 Items for information

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

Community Committee	-	16 th June @ 7.00pm
Communications Committee	-	23 rd June @ 7.00pm
Infrastructure Committee	-	30 th June @ 7.00pm

19.0622 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 20.46pm