

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 13th October 2022 **Time:** 7.45pm

Place: West Wing Committee Room, Burghfield Village Hall

Present: Cllr T Ansell Cllr D Selway
Cllr M Cresser Cllr D Godding
Cllr R Longton Cllr A Gallagher
Cllr R Thorrington

Apologies: Cllr B Neilson Cllr MacFarlane (Chair)
Cllr J Ansell

Present: Clerk to the Parish Council (Via Zoom) Assistant Clerk to the Parish Council

1.1022 Apologies for Absence

Apologies were presented and received from Cllr MacFarlane (Chair), Cllr B Neilson and Cllr J Ansell.

2.1022 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.

3.1022 Applications for Dispensations

No applications for dispensations were presented by members present.

4.1022 Minutes of the last meeting of the Committee

The minutes of the last meeting of the Community Committee held on 14 July 2022, having been circulated, were confirmed as a correct record.

5.1022 Clerks update

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

6.1022 Parish owned Properties

a) Village Hall

i) To receive a report relating to the daily operation, upkeep & maintenance of the village hall

Members received a written report regarding the daily operation of the village hall from the Facilities officer, advising a new cleaning contract had been put in place with an annual saving being predicted. Roof repairs are required due to a leak, maintenance of the air conditioning/heating units has been completed and the annual fire safety testing has been completed.

St. Mary's church submitted a request for the erection of a banner on the fence at the village hall to advertise their Festival of Creation. Permission was granted accordingly.

ii) To receive an update following the locking and unlocking of the village hall car park gate

The rota for the locking and unlocking of the village hall gates has been in operation for the past couple of weeks. Thanks are expressed to members who have volunteered accordingly.

Members noted that at least 2 cars have not moved at all during the past two-week period.

Resolved: To investigate what action can be taken to get the cars removed.

Members gave consideration to additional signage within the car park reminding its use being for patrons of the village hall only.

Resolved: To erect signage advising the hall is for patrons of the village hall. This car park will be closed when the village hall is not in use.

iii) To undertake a review of the hire charges

Following the village hall having been in operation for 12 months since re-opening, members undertook a review the hire charges.

Resolved: For the increased evening rates to be removed and the current daily hourly rates to be effective Monday through to Friday evening. The weekend hourly rate is to remain for both rooms. A further review will be undertaken in March 2023.

iv) To receive the quotation for the installation of solar batteries

Members received the quotation for the installation of solar batteries for the storage of electricity generated by the solar panels. The figures are to be obtained for the electricity being generated on the solar panels to establish the true financial position. Further discussions are to be held upon additional information being obtained.

v) To receive information relating to Warm Hubs & Spaces

Members received information relating to the provision of Warm Hubs within the parish. Contact has been made with WBC, St. Mary's, and the Methodist Church. Further liaisons are to be held with other local organisations, such as Bland's Court, to establish what is being planned locally to distribute the information regarding the Warm Hubs. Parish Council resources are to be utilised to support the use of warm spaces within the parish.

b) Pavilion

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

CCTV has been installed at the pavilion and is being used effectively with its prime aim being as a deterrent and to reduce anti-social behaviour. Recent incidents have resulted in the Neighbourhood Policing team visiting the Willink where individuals have been identified and for an arrest for criminal damage.

The heating & hot water system is currently out of action due to a booster pump failure. A new pump is on order.

7.1022

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

The quarterly inspections have identified some minor repairs required to the play area and the MUGA.

A quotation has been recovered for improvements to the entrances to the MUGA and Youth shelter to address identified trip hazards.

Resolved: To install bounded rubber mulch at the entrance points for longevity.

Resolved: To investigate alternative locations for the youth shelter, and associated costs for presentation at the next meeting.

The improvements to the various entrance points at the Common Rec remain outstanding. Concerns have been raised regarding the width required and the potential for motorbikes accessing the Recreation Ground. Discussions are to be held as to whether the access at the far points are still required.

b) Hatch Recreation Ground – Members discussed the provision of Wi-Fi at the Hatch Recreation Ground. The BRA are to be asked to investigate possibilities for presentation to the parish council.

St. Mary's Church submitted a request for the erection of a banner on the Hatch Rec fencing to advertise the Christmas Carols on the Hatch. Permission was granted accordingly.

c) Wells Recreation Ground – Correspondence from the West Berkshire Heritage Forum had been received regarding the Wellhouse and pump in Bunces Lane. The proposal is to locally list the Wellhouse and pump as heritage assets to the ambience and historic character of the area as important survivals of the Edwardian period.

Resolved: To request the assets are included within the list as presented.

d) Auclum Green – Further to concerns having been raised by the local businesses at Auclum Green regarding the vegetation bordering the car park area, liaison was held with WBC for its clearance. Due to the ownership and responsibility for the works being contentious, the parish council agreed to undertake the work to aid and assist the various businesses at the site. The volume of waste requiring removal from the site resulted in the works taking longer than first anticipated.

e) Old Recreation Ground (Skate Park) – Repairs are required to the skate park further to the quarterly inspection highlighting more holes and a popped rivet on the newly refurbished ramp. A quote for the remedial works was presented, at a cost of £495.

Resolved: To undertake the required repairs as presented.

8.1022

Tree Report

i) Update on tree works within the parish

The 5-year tree survey is being undertaken by the council approved arboriculturist for implementation upon the existing plan expiring.

The council approved tree surgeon undertook the recommended works to the trees on the border of the Common Recreation ground, adding mulch and fertiliser accordingly. The trees appear to be healthy and coping well after having their roots exposed for 48 hours during the height of the summer following the disturbance at the common rec play area regarding the resurfacing works.

9.1022

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

A verbal update was received from the council's facilities officer regarding the allotment sites, advising that all plots were currently allocated with only 6 people, all non-residents, remaining on the wait list.

Members noted the concession rate for the over 65's had initially been approved for a year only.

Resolved: To continue for a further year.

A date for a further surgery is to be arranged accordingly. Cllr D Selway advised of his wish to be a parish representative at the allotment sites with both Cllr Gallagher and Cllr Ansell.

ii) To receive correspondence in relation to funding for improved water supply at Common allotments

Members noted the correspondence received from a plot holder regarding the request for improved water provision at the Common allotment site.

10.1022

Parish Maintenance

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

No items were identified.

ii) WBC Community Conversation re Community litter picking event

Cllr R Thorrington advised that he intended to attend the event being held by WBC regarding a Community Litter pick. Details are to be provided at the next meeting for consideration.

11.1022

To give consideration to any capital projects for inclusion within the budget for 2023/2024

Resolved: The following projects are to be presented to the Governance & Finance Committee to be considered for inclusion in the budget for 2023/2024:

Skate park repairs/replacement, Play area safer surfacing, provision of Christmas lighting.

12.1022

Matters for future discussion – Provision of Christmas lights within the parish and Village Hall, provision of water at allotments, village water pump in School Lane, flagpole budget allocation.

13.1022

Items for information only – No further items were identified.

Meeting closed at 21.35pm.