

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Committee Meeting

**Date:** Thursday 9<sup>th</sup> February 2023 **Time:** 7.00pm  
**Place:** West Wing Committee Room, Burghfield Village Hall  
**Present:** Cllr MacFarlane (Chair) Cllr T Ansell  
Cllr A Gallagher Cllr D Godding  
Cllr R Thorrington Cllr J Ansell  
**Apologies:** Cllr B Neilson Cllr M Cresser  
Cllr R Longton Cllr D Selway  
**Present:** Facilities Officer Support & Communications Officer

### 1.0223 Apologies for Absence

Apologies were presented and received from Cllr B Neilson, Cllr M Cresser, Cllr D Selway and Cllr R Longton.

### 2.0223 Declaration of any personal or pecuniary interests & Applications for Dispensations

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. There were no applications for dispensations presented by members.

### 3.0223 Minutes of the last meeting of the Committee

The minutes of the last meeting of the Community Committee held on 19 January 2023, having been circulated, were signed as a correct record.

### 4.0223 Clerks update

The clerk updated members of any actions taken to date following the previous meeting.

### 5.0223 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 highlighting items of note regarding the daily operation of the village hall.

##### ii) To receive an update in relation to the heating system

Members were advised of an issue with one of the heating units within the main hall. The engineer has visited site and advised of the parts required.

Resolved: Works are to be completed as presented to include a minor service.

A quotation was presented following investigations having been undertaken for an add-on system to the heating to enable remote control.

Resolved: To proceed with the add-on system at £895 to enable greater control of the system. Proposed by Cllr T Ansell, seconded by Cllr J Ansell and resolved unanimously.

##### iii) To receive an update in relation to the village hall car park

Members continue to monitor the level of parking at the village hall, specifically overnight and for prolonged periods of time. It was reiterated that the requirement for parking provision, was during the operational hours of the Post Office only.

##### iv) To review the purchase of a Flagpole following parishioner questions

Further to several questions and concerns having been raised by a member of the public regarding the agreed location and size of the flagpole, members present gave further consideration to the proposal. The clerk is to progress further research regarding planning permission, rules and regulations in conjunction with a flag policy. A report is to be

presented at the next meeting for progression.

**b) Pavilion**

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

The graffiti has been removed accordingly from the outer building. An additional layer of anti-graffiti paint is to be applied as soon as possible.

The deployable CCTV camera has been removed from site due to a technical issue. A replacement is awaited.

Members discussed trialling the switching off of lights under the pavilion in an effort to reduce energy costs.

Resolved: The Clerk is to investigate a timer to automatically switch off at 6pm each day.

**6.0223**

**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**

Repairs to the area surrounding the youth shelter have been completed accordingly.

Quotes for repairs required to the safer surfacing under the roundabout and toddler multi-unit are in process.

- b) Hatch Recreation Ground – Investigations into the provision of Wi-Fi at the Hatch are being pursued by the BRA. Further details are to be presented in due course.
- c) Wells Recreation Ground – No report.
- d) Auclum Green – No report.
- e) Old Recreation Ground (Skate Park) –Members of the Skate Park work party are pursuing funding for the refurbishment of the facility. A meeting to determine the next steps for moving the project forward is to be established with clear timescales.

**7.0223**

**Tree Report**

- i) Update on tree works within the parish

Further works have been scheduled with the parish councils approved tree surgeon for later in the year. Works are in accordance with the tree management plan.

**8.0223**

**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 provided to members regarding the council owned allotment sites.

Members were updated on the progression with Thames Water to improve the water supply at the Common allotments, discussing possible solutions.

Resolved: To proceed with the application with Thames Water and undertake further investigations with Hamblin Watermains as to the best solution available at the site. Proposed by Cllr Thorrington, seconded by Cllr J Ansell, resolved unanimously.

**9.0223**

**Parish Maintenance**

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

No further items were raised.

**10.0223**

**Future agenda items & – Items for information only**

Provision of Christmas lights within the parish and Village Hall

Meeting closed at 19:42