

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall, Recreation Road, Burghfield on Thursday 2nd February 2023 at 7.45pm.

Present: Cllr T Ansell (Chairman), Cllr P Lawrence, Cllr D Godwin, Cllr L Sharp, Cllr R Thorrington, Cllr N Morse, Cllr B Neilson, Cllr C Jackson-Doerge, Cllr Selway, Cllr D Godding, Cllr C Greaves, Cllr J Ansell, Cllr M Cresser, Cllr I Macfarlane
In Attendance: Clerk to the Parish Council, 1 member of the public
Apologies: Cllr A Gallagher & Cllr R Longton
Absent: Cllr I Morrin

Public Participation:

The member of the public present asked their question previously submitted in writing to the Chairman. Agenda item 5.0223, item 1. (*please see below*)

1.0223 To report, approve and record apologies for absence (and the reasons) from members

Apologies for absence were presented and approved from the following members: Cllr A Gallagher & Cllr R Longton.

2.0223 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.

3.0223 Applications for Dispensations

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

4.0223 To receive a verbal report from the Chairman

The Chairman welcomed James Elvery to the parish council following his success at the recent by-election.

The Chairman advised of his virtual attendance at a Warm Hub meeting of local organisations regarding the encouragement of users of the facilities being available.

5.0223 Questions to the chairman previously submitted in writing

The following questions had been previously submitted to the Chairman:

1) The following question was submitted by Mr Erle Minhinnick:

I noticed from the Agenda that this meeting doesn't seem to have a period of time for the general public to ask questions. Can I therefore ask my question under item 5.0223 - Questions to the chairman previously submitted in writing please:

The final draft Neighbourhood Development Plan was presented by the Steering Committee to the Council in May of last year. I understand that a period of (six weeks?) consultation followed. After that, when was the NDP submitted to West Berks Planning?

Chairmans response:

The Parish council has not received the final draft. We have a version that does not include maps or tables and are awaiting the final draft.

2) The following question was submitted by Jenny Elmore:

Signage VH CP – Clarification. *Could I please request your decision here is re-valuated? Reasons: CP used for the past 40 years, no signage previously. Wording incorrect, Post Office have a right to park. Significant health and safety issue relating to road safety and*

BURGHFIELD PARISH COUNCIL

on a bus route. Car Park used to support application for the Café, is this no longer applicable?

Chairmans response:

There has been signage in the Village Hall car park for at least the last decade. The only change that has been made is the last line on the sign to advise it may be locked if the Village Hall is not in use and location of the sign.

Up until the refurbishment the Village Hall the Car Park was locked every night. At weekends it was only unlocked if the Football club made a request for parking or there was something happening at the village.

It is important for the health and safety of the whole community that the Parish Council have, and maintain, the right to lock the car park in order to prevent people parking permanently in the car park and moving a caravan and taking up residence.

The usage of the car park has not changed, the sign does not impact safety and has no impact on the proposed café.

3) **The following question was submitted by Stephanie Awbery:**

RE: Flagpole:

Think again, should be on village hall, used to be 66yrs more.

You want it, by trees, post-box, tree roots spread about underground, overhead wires.

Distraction from main road for drivers if blowing in wind or not caught up.

Most in village are royalists and would like it back on vh, as we used to have.

Flag pole policy?

Ask community?

Concreated in?

Chairmans response:

The village Hall has not been in existence for 66 years and the only time it has had a flagpole was during the pandemic to recognise the efforts of the NHS. This pole was blown down by high winds 3 months after erection.

The current idea was put forward to test what other legal requirements for a flag pole were following a request from the community for its erection.

Your mentioning of royalists has highlighted my biggest fear in that it would be seen as a political statement. I will therefore ask the community committee, as part of their considerations following the research, to consider whether the parish council should be erecting something that could so easily be politicised.

To answer your 3 specific questions:

- i. No, the Parish council does not have a flagpole policy.
- ii. It was a request from the community that started this process.
- iii. Until a flagpole solution has been agreed it is not possible to state whether any concrete will be required.

6.0223 To receive a report from a District Councillor

A written report is to be circulated by District Cllr G Bridgman regarding West Berkshire Council matters upon receipt.

7.0223 Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 5 January 2023 be approved as a true and correct record.

BURGHFIELD PARISH COUNCIL

8.0223 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 January be approved as a true and correct record and the recommendations within be approved accordingly.

9.0223 To receive the minutes of the meeting of the Community Committee held on 19 January 2023 and approve the recommendations therein

Resolved: that the minutes of the meeting of the Community Committee held on 19 January 2023 be approved and the recommendations within approved.

10.0223 To receive the minutes of the meeting of the Communications Committee held on 19 January 2023 and approve the recommendations therein

Resolved: that the minutes of the meeting of the Community Committee held on 19 January 2023 be approved and the recommendations within approved.

11.0223 To receive an update in relation to the FOI's received and the publishing of requests received on the parish website

Members were advised that 14 Freedom of Information Requests (FOI's) and Requests for Information had been submitted to the parish council during the current financial year. The requests have cost the parish council 28 hours in administrative time and £587.50 from parish council funds.

12.0223 Financial Matters

- i) Parish Council Bank Account Reconciliation & accounts for payment as of 31 January 2023: The accounts reconciliation statements for month ending 31 January 2023 was noted. Items for payment were noted and are to be debited to the account of the Parish Council.
Members present noted that considerable work had been undertaken in fixing tariff rates for utilities on behalf of the parish council, with an estimated saving of £15,000.
- ii) Village Hall Bank Account Reconciliation & accounts for payment as of 31 December 2022: The accounts reconciliation statements for month ending 31 January 2023 were noted. Items for payment were noted and are to be debited to the account of the Village Hall. During January, bookings totalled £ 2,692.50 with provisional bookings of £3,034 for February. Proposed annual income is estimated at £35,000, an increase on previous year's performance.

13.0223 Matters for Future Discussion

No further items were identified by members present.

14.0223 Items for information

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

Community Committee	-	9 February @ 7.00pm
Communications Committee	-	16 February @ 6.30pm
Community Hub	-	16 February @ 7.45pm
Governance & Finance	-	23 February @ 6.30pm
Infrastructure Committee	-	23 February @ 7.45pm

15.0223 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 – 20.24pm