

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 20th April 2023 **Time:** 7.00pm
Place: West Wing Committee Room, Burghfield Village Hall
Present: Cllr MacFarlane (Chair) Cllr T Ansell
Cllr A Gallagher Cllr J Ansell
Cllr R Thorrington Cllr B Neilson
Cllr D Godding Cllr D Selway
Apologies: Cllr M Cresser Cllr R Longton
Absent: Cllr J Elvery
Present: Parish Clerk Support & Communications Officer
Facilities Officer

1.0423 Apologies for Absence

Apologies were presented and received from Cllr M Cresser and Cllr R Longton

2.0423 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.

Cllr T Ansell declared an interest in item 6.0424 i) advising of his intention to leave the room when being discussed.

3.0423 Minutes of the last meeting of the Committee

The minutes of the last meeting of the Community Committee held on 9 March 2023, having been circulated, were signed as a correct record.

4.0423 Clerks update

The clerk updated members of any actions taken to date following the previous meeting, advising the lights at the pavilion had been switched off as a trial to deter anti-social behaviour. A meeting with a Christmas light specialist was held, options with prices are to be forwarded in due course. Progress with the defibrillator installation at the Clayhill Road shops has proven difficult.

5.0423 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 from the Facilities officer highlighting items of note regarding the daily operation of the village hall. (*see attached report – appendix A*)

b) Pavilion

i) To receive an update in relation to the Sports pavilion heating system

Investigations continue to determine the source of the problem with the heating. A replacement gas meter is to be installed at the request of SSE.

ii) To receive a report of budgeted costs for the management of the pavilion for 2023/2024

Members present received the report presented detailing the costs of the management of the sports pavilion for 2023/2024. The actual costs presented for 2022/2023 were noted as being the final figures due to the year-end closedown having been undertaken. It was noted that due diligence had been undertaken in ensuring best value, with confirmation that comparative quotations received as a check confirmed existing suppliers

as being the most competitive.

Members were advised of the roof vents having failed, causing water ingress and a subsequent leak in Changing room 2. A roofing specialist has visited to ascertain the works required, noting that a number of ridge tiles also require repair. Unfortunately, due to the materials used, both the sourcing of replacements and the repair itself are set to be costly.

6.0323 Conservation & Management of Open Spaces within the Parish

a) Parish Recreation Grounds

a) Common Recreation Ground

- i) To approve the application for the use of the Pavilion and Common Recreation Ground for pop up pubs during the July & August 2023

Members received the application for the use of the Pavilion and Common Recreation Ground for pop up pubs during the July & August 2023 from the Burghfield Santa's.

Resolved: To grant permission for the use of the Common Recreation Ground during July & August.

Resolved: That a nominal charge of £100 is applied to the sessions for the pop-up-pub.

Resolved: That an additional bin will be obtained via Grundon for the 8-week period and recharged to the Burghfield Santa's.

Resolved: The Santa's are to ensure the building is cleaned at the end of the sessions accordingly.

Quotes for repairs required to the safer surfacing under the see-saw and toddler multi-unit remain in progress. Unfortunately, the roundabout was subjected to vandalism this week resulting in the unit having to be closed off. For cost efficiencies, a revised quote is to be obtained to include the roundabout. It is anticipated the works will be another 6-8 weeks.

- b) Hatch Recreation Ground – The May Fayre is scheduled for Sunday 21st May 2023 with volunteers being requested to attend.
- c) Wells Recreation Ground – No report.
- d) Auclum Green – No report.
- e) Old Recreation Ground (Skate Park) – The Skate Park work party continue to pursue funding for the refurbishment of the skate park. A meeting was held to discuss the next steps for moving the project forward. Consultation is to be undertaken at the May Fayre to confirm the preferred designs. Thanks are expressed to Alex for his continued hard work and support of the project.

7.0423 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.

Members gave consideration to the planting of a tree in Memoriam of Queen Elizabeth II with the installation of a memorial plaque.

Resolved: To not proceed with the purchase of the tree and plaque.

8.0423 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 written report was provided to members by the Facilities Officer regarding the council owned allotment sites.

Members discussed the frequency of plot inspections, determining that twice yearly was sufficient. It was further determined that photographs of plots not being worked was required and not all plots.

Resolved unanimously to not continue with the allotments app. The offer of drone footage

of the allotments was welcomed, with permission being granted by the PC, as the landowner.

Members gave consideration to the request for a pond at the hatch allotment site by a tenant. Advice sought from The National Allotment Society confirms the promotion of ponds, providing they are made safe for any children visiting the site.

Resolved: To give permission for the creation of the pond with the caveat that a sign is erected alerting other plot holders alongside a facility to ensure it doesn't freeze over.

A PowerPoint presentation was provided by Cllr J Ansell following the allotments surgery held on the 2 April.

Resolved: Cllr D Selway offered to produce a report for allotment holders following each Community committee meeting. The report is to be verified by the council administration team prior to display at the allotment sites. Thanks were expressed to Cllr Selway.

- ii) To receive an update following further investigations into an improved water supply at the allotments

Members were advised the application to Thames Water had been submitted to undertake improvements to the water supply. A flow test is first required with a local plumber having been instructed to undertake. Upon receipt of the results, Thames Water are able to determine the next course of action required. No further information is available at present.

9.0423 Parish Maintenance

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

No further items were raised.

10.0423 Future agenda items & Items for information only – Management of Pavilion reviewed line by line to determine cost efficiencies.

Meeting closed at 20.50pm.