

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 25th May 2023 **Time:** 7.45pm
Place: West Wing Committee Room, Burghfield Village Hall
Present: Cllr Macfarlane Cllr B Neilson
Cllr A Gallagher Cllr S Awbery
Cllr R Thorrington Cllr Y Mattos
Cllr D Selway Cllr P Lawrence
Apologies: Cllr J Ansell
Present: Parish Clerk Support & Communications Officer
5 Members of the public

Questions:

Mr G Townsend advised that an application had been submitted for the annual Burghfest event scheduled for September, providing an update on the revisions made to the event. Further context was provided further to the recent questionnaire requesting feedback on last year's event alongside suggestions for the upcoming event.

Cllr S Awbery raised a question in relation to parking. Mr G Townsend advised that the event has not been advertised, just a date holder stating that the location is to be determined.

Cllr S Awbery raised a further question, specifically in relation to the date at the end of the document being 2022. Mr G Townsend advised it was a working, draft document that will be subject to being updated prior to the event and that the date being specified as 2022 was an overhang and a genuine mistake.

Cllr Y Mattos asked for clarification re parking in School Lane. Mr G Townsend confirmed that pictures had been submitted indicating the area will be monitored but had in previous years been free of traffic.

Cllr D Selway asked a question in relation to the funfair and the costs. Mr G Townsend confirmed that there were benefits in having the funfair and that the whole event was currently subject to a review with feedback obtained being incorporated and inevitably changes. This is to be finalised in due course.

Cllr A Gallagher raised a question in relation to Declarations of Interest and the responsibility upon councillors involved in decision making to ensure that interests are declared to satisfy public perception.

The Clerk reminded members present that as part of signing their Declaration of Acceptance of Office they also signed agreeing to abide by the Code of Conduct. Part of the code incorporates the Nolan principles – *Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership*. It is the responsibility of each member to determine whether a declaration of a personal or pecuniary interest was necessary or required. The chairman reiterated the advice provided by the clerk, reminding members of the seriousness of not declaring interests with the potential of a criminal record.

1.0523 Apologies for Absence

Apologies were presented and received from Cllr J Ansell.

2.0523 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 Y Mattos declared an interest in item 4.0523.

3.0523 Minutes of the last meeting of the Committee

The minutes of the last meeting of the Community Committee held on 20 April 2023, having been circulated, were signed as a correct record.

4..0523 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.

Cllr D Selway enquired as to the progress of the provision of CCTV at the village hall. Further quotations are being sought to ensure full coverage and being fit for purpose. An update is to be provided at the next scheduled meeting.

b) Pavilion

- i) To receive an update regarding the management of the Sports pavilion

Further to members being advised the roof vents had failed, causing water ingress and a leak in Changing room 2, a roofing specialist has been scheduled to undertake the works. Works have been delayed due to the roofer having sustained an injury.

- ii) To review each line of costs for the management of the pavilion for 2023/2024 and determine whether cost efficiencies could be initiated

Due to having declared an interest, Cllr Y Mattos left the room prior to discussions.

Members present received a report detailing the costs of the management of the sports pavilion for 2023/2024. Members were advised that a number of options for cost saving had been presented to BFC. It was determined that the item be deferred until a response had been received from BFC regarding the costs and any suggested cost saving measures.

5.0523 Conservation & Management of Open Spaces within the Parish

a) Parish Recreation Grounds

a) Common Recreation Ground

- i) To receive the quotations for the installation of safer surfacing

Quotes for repairs required to the safer surfacing under the see-saw, the toddler multi-unit and the roundabout were received and considered by members present. Members asked questions for clarity as to the suppliers being proposed.

Resolved: To instruct Caloo playgrounds to undertake the replacement of the safer surfacing under the roundabout, see-saw and toddler multi play unit.

Proposed Cllr Thorrington seconded Cllr A Gallagher, resolved unanimously.

- ii) To receive an update in relation to the boundary hedge line

An update from the solicitors is awaited.

- iii) To approve the application for the use of the Pavilion and Common Recreation Ground for Burghfest on 22nd and 23rd September

Members received the application for the use of the Pavilion and Common Recreation Ground for Burghfest on the 22nd/23rd September 2023.

Resolved: To grant permission for the use of the Sports Pavilion and Common Recreation Ground as requested. The building is to be cleaned at the end of the session accordingly. Proposed by Cllr R Thorrington, seconded by Cllr Gallagher and resolved with a majority vote of 5 members.

Cllr Y Mattos voted against the proposal with Cllr D Selway and Cllr S Awbery both abstaining from voting.

- b) Hatch Recreation Ground – The May Fayre was again a huge success with thanks being

expressed to the organisers for ensuring the ground was cleared accordingly.

- c) Wells Recreation Ground – WBC have missed the collection of litter and dog waste bins, advising a staffing and IT issue having been the cause. An additional collection was arranged, and all local bins have now been emptied. Residents are encouraged to report any overflowing bins via the online system.
- 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. Consultation was undertaken at the May Fayre to review designs with positive feedback. A full update is to be provided at the next meeting with a timeline for progression.

6.0523 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 continue in accordance with the tree management plan.

7.0523 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.

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

Members were updated following Thames Water having visited the allotments to ascertain options available for an improved water supply. A flow test was undertaken with the results being provided to Thames Water are able to determine the next course of action required. Further details are to be provided at the next meeting with associated costs.

- iii) To receive an update in relation to the encroachment of Hatch allotment land

A report is to be provided at the next meeting further to a meeting with the parish councils solicitor.

8.0523 Parish Maintenance

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

The Canal trust advised a dog waste bin on the canal path within the parish is being removed due to emptying costs. A request is to be forwarded to the Governance & Finance committee to consider taking on the costs of emptying.

- ii) To give consideration to the refresh and upkeep of the parish entrance gates

A request from a resident was received for the upkeep and of the parish entrance gates. A quotation is to be obtained for the works required.

9.0523 Future agenda items & Items for information only – Liaison with local school and school councils to harness the views of young people in the parish.

Meeting closed at 20.45pm.