

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 22nd June 2023 **Time:** 7.00pm
Place: West Wing Committee Room, Burghfield Village Hall
Present: Cllr J Ansell Cllr D Selway
Cllr A Gallagher Cllr S Awbery
Cllr Y Mattos Cllr P Lawrence
Apologies: Cllr R Thorrington Cllr I Macfarlane
Cllr B Neilson
Present: Parish Clerk Support & Communications Officer
Facilities Officer

1.0623 Apologies for Absence

Apologies were presented and received from Cllr B Neilson, Cllr R Thorrington & Cllr I Macfarlane.

2.0623 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.

3.0623 Minutes of the last meeting of the Committee

The minutes of the last meeting of the Community Committee held on 25 May 2023, having been circulated, were signed as a correct record.

4.0623 Conservation & Management of Open Spaces within the Parish

a) Parish Recreation Grounds

To receive an update following the annual RoSPA inspection of parish owned play areas

Members were advised that the annual RoSPA play area inspections had been completed. A number of minor repairs were identified at each of the sites.

Resolved: To obtain quotations from specialist play companies to complete the necessary repairs as soon as possible. Delegated authority was confirmed up to a maximum of £5,000 per play area. Any works required over the delegated amount are to be considered at committee level for confirmation.

Proposed by Cllr P Lawrence, seconded by Cllr A Gallagher and resolved unanimously.

b) Common Recreation Ground

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

An update from the solicitors has been chased and is awaited.

ii) To receive an update in relation to the safer surfacing repairs required

Members were advised that the safer surfacing repairs scheduled at the common recreation ground are to be carried out week commencing 26th June.

Members gave consideration to the request presented to hold a family BBQ on the common recreation ground on the 16th of July between 10am and 4pm.

Resolved: To grant permission for the event with the request for the BBQ to be off the ground and to be monitored with fire extinguisher facilities. The public toilet is to be made available for the event.

c) Hatch Recreation Ground

Minor works have been identified following the annual RoSPA inspection. A quotation is being obtained for the required works.

Members gave consideration to the request presented for a charity sports day event for 50 people on Friday 21st July between 3.30pm and 6pm.

d) Wells Recreation Ground

Minor works have been identified following the annual RoSPA inspection. A quotation is being obtained for the required works.

e) Auclum Green

Minor works have been identified following the annual RoSPA inspection. A quotation is being obtained for the required works.

f) Old Recreation Ground (Skate Park)

Minor works have been identified following the annual RoSPA inspection. A quotation is being obtained for the required works.

i) To discuss the Skate Park Refurbishment project and determine an action plan for progression

Members gave consideration to the progression of the skate park refurbishment project, thanking Alex for his attendance at the May Fayre and promotion of the proposed designs.

Resolved: To accept the tender proposal as presented and request submissions from specialist skate park companies. Members confirmed delegated authority to the clerk to progress the engagement of a suitable contractor to progress the project.

Proposed by Cllr D Selway, seconded by Cllr P Lawrence and resolved unanimously

6.0623 Tree Report

i) Update on tree works within the parish

Works identified have been undertaken with the parish councils approved tree surgeon. A date for the updated tree management plan is awaited.

Members were alerted to a fallen tree at the track leading to the burial ground. The parish councils tree surgeon had been engaged to undertake its removal as soon as possible.

7.0623 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

An update was provided to members by the Facilities Officer regarding the allotment sites. It was noted that a number of plots have become vacant and required clearing prior to reallocation.

Cllr D Selway advised members that allotment holders would be willing to undertake general maintenance to ensure the upkeep of the site, specifically when a plot was awaiting allocation. The Clerk is to investigate the insurance and liability implications accordingly.

Engagement with the local schools is to be considered to determine whether a buddying/mentoring system at the allotments could be established. The Support & Communications officer is to investigate further.

Further to a site visit, a schedule of works for the common allotment site is to be formulated to include the re-numbering, boundary clearance, pathway marking and the clearance of plots awaiting reallocation. Quotes are to be obtained for consideration at the next meeting.

Due to rising costs in the removal of rubbish from plots upon the termination of a tenancy agreement, members gave consideration to the introduction of a deposit system. A request was presented for a review of the financials in relation to the overall management

of the allotments and determine a strategy in relation to the overall income and expenditure. Proposed by Cllr A Gallagher, seconded by Cllr P Lawrence and resolved unanimously.

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

Due to quotes still awaited, a detailed report of the options available is to be presented to members at the next scheduled meeting.

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

Members present discussed the options in relation to the encroachment of land at the rear of the hatch allotments.

Resolved: To advise the property owners that a fence will be erected to delineate the parish council owned land in 30 days' time. Should the property owners enter into the proposed agreement and pay the agreed sum for the annual lease of the land prior to the 30 days the fence will not be considered necessary. The property owners are to be advised that contractors will be instructed to remove the fence, at their cost, should they wish to enter into the agreement after the fence has been erected.

Proposed by Cllr P Lawrence, seconded by Cllr Y Mattos, resolved unanimously.

8.0623 Parish Maintenance

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

No further items were identified by members present.

9.0623 Future agenda items & Items for information only

Replacement of cherry trees at both Auclum Green and the roundabout, the development of 5 questions for the proposed parish questionnaire refresh.

Meeting closed at 20.32pm.