

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall, Recreation Road, Burghfield on Thursday 1 June 2023 at 8.00pm.

- Present:** Cllr I Macfarlane (Chairman), Cllr A Gallagher, Cllr D Selway, Cllr R Thorrington, Cllr L Sharp, Cllr C Greaves, Cllr J Ansell, Cllr S Awbery, Cllr Y Mattos
- In Attendance:** Clerk to the Parish Council, Support Officer and 2 Members of the public, District Cllr N Carter, Cllr D Morsley (Stratfield Mortimer PC)
- Apologies:** Cllr P Lawrence, Cllr N Morse, Cllr D Godwin, Cllr A Mackinnon, Cllr B Neilson

Public Participation:

Mr G Harris requested clarification in relation to the community café being used outside of its operational hours. The Chairman advised that it would be determined by the operators of the café appointed. It was also noted that it was difficult to ascertain what the needs of the community and the café may be in the future so it could be subject to change in the future.

1.0623 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 P Lawrence, Cllr N Morse, Cllr D Godwin, Cllr A Mackinnon, Cllr B Neilson.*

2.0623 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.

3.0623 Applications for Dispensations

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

4.0623 To receive the applications for Co-option to fill the casual vacancies upon the council and vote for the seat to be filled accordingly

Resolved: To co-opt Lita Kennedy to the role of parish councillor for Burghfield. Proposed by Cllr D Selway, seconded by Cllr R Thorrington and resolved unanimously.

5.0623 To confirm committee membership for co-opted councillors

The chairman advised that Lita would be allocated a position upon the Infrastructure and the Community hub committee to ensure an even weight distribution. The chairman also took the opportunity to confirm that Cllr A Mackinnon had also been allocated a position upon both committees for the same reasoning.

6.0623 To receive a verbal report from the Chairman

The chairman advised that the May Fayre had been a huge success and expressed his thanks to all who attended to man the parish council stand. Thanks were expressed to Elle, Support & Communications officer, in ensuring the stand looked so enticing.

The Chairman advised that previous Clerk to Burghfield Parish Council, Mr James West, for 40 years up to 2010, had sadly passed away. Condolences were expressed. The community committee are to consider the planting of a tree in memory of Jim.

7.0623 Questions to the chairman previously submitted in writing

No questions had been received prior to the meeting for consideration.

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8.0623 To receive a report from a District Councillor

District Cllr N Carter provided a verbal overview of his written report provided to members, answering any questions raised by members.

9.0623 To receive an update in relation to the proposed walkway between Burghfield & Mortimer

D Morsley, a Cllr from Stratfield Mortimer Parish Council, attended to provide members with an update in relation to the proposed walkway between Mortimer and Burghfield. Members thanked Cllr Morsley for her attendance.

10.0623 Minutes of the last Parish Council meeting

Resolved: that the minutes of the meeting of the Parish Council held on 11 May 2023 be approved as a true and correct record.

11.0623 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 11 May be approved as a true and correct record and the recommendations within be approved accordingly.

12.0623 To receive the minutes of the meeting of the Community Committee and approve the recommendations therein

Resolved: that the minutes of the meeting of the Community Committee held on 25 May 2023 be approved. The recommendations within were approved accordingly.

13.0623 To receive the minutes of the meeting of the Governance & Finance Committee and approve the recommendations therein

Resolved: that the minutes of the meeting of the Communications Committee held on 25 May 2023 be approved and the recommendations within approved.

Cllr S Awbery provided the following written statement to members:

"Further to my recent discussions with West Berkshire Council's Monitoring officer, Sarah Clarke, I have been advised that I do NOT have a declarable interest in proposals relating to the playground as a result of my husband's peaceful protest last year. In the interest of openness and transparency, I therefore confirm that I will be considering any proposals relating to the playground based on the facts before me, and to confirm that I will not be influenced in that decision making by the past actions of any family members".

Cllr D Selway raised concerns regarding the allocation of grant funding to Burghfield Santa's for the provision of toilets at the upcoming Burghfest believing the grant should have been listed separately under the heading for clarity.

Cllr J Ansell requested clarification from Cllr D Selway as to whether his concern related to all charitable organisations requesting grant funding or just the Burghfield Santas. Cllr D Selway advised he believed the Burghfield Santa's did a good job, however he struggled to understand the request for grant funding when comments regarding overall costs of the event had been shared by the organisers at the recent community committee meeting.

14.0623 To receive the minutes of the meeting of the Community Hub Committee and approve the recommendations therein

Resolved: that the minutes of the meeting of the Community Committee held on 18 May 2023 be approved. The recommendations within were approved accordingly.

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14.0623 To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed

Cllr J Ansell advised she would be attending the upcoming Guide Dogs Fun day to judge various events.

Cllr R Thorrington advised of his intention to become involved in the SID placement within the parish.

15.0623 Financial Matters

- i) Parish Council Bank Account Reconciliation & payments as of 31 May 2023:
The accounts reconciliation statements for month ending 31 May were noted. Items for payment were noted and are to be debited to the account of the Parish Council.
- ii) Village Hall Bank Account Reconciliation & payments as of 31 May 2023:
The accounts reconciliation statements for month ending 31 May were noted. Items for payment were noted and are to be debited to the account of the Village Hall.
- iii) To acknowledge and approve the Annual Governance Statement in Section 1 of the Annual Return
Resolved: The Annual Governance statement contained within the AGAR document was scrutinised and completed by the Governance & Finance Committee. Following approval, the document was authorised to be signed by the Chairman and the Responsible Finance Officer. Resolved unanimously
- iv) To approve the accounting statements in Section 2 of the Annual Return
Resolved: The accounting statements contained within Section 2 of the AGAR for year ending 31 March 2022 be endorsed and adopted following detailed scrutiny by the Governance & Finance Committee. Resolved unanimously.
- v) To approve the 2022/23 accounts
Resolved: The Statement of Accounts for year ending 31 March 2022 be endorsed and adopted following detailed scrutiny by the Governance & Finance Committee at their previous meeting. Resolved unanimously.
- vi) To note the period of elector's rights as Monday 5th June to Friday 14th July 2023
Members noted the period of elector's rights accordingly.

16.0623 Matters for Future Discussion

No items were raised.

17.0623 Items for information

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

Communications Committee	-	8 th June @ 7.00pm
Community Hub Committee	-	15 th June @ 6.30pm
Infrastructure Committee	-	15 th June @ 7.45pm
Community Committee	-	22 nd June @ 7.00pm

18.0623 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 – 21.12pm.