

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 20th July 2023 **Time:** 7.45pm

Place: West Wing Committee Room, Burghfield Village Hall

Present: Cllr J Ansell Cllr D Selway
Cllr A Gallagher Cllr S Awbery
Cllr B Neilson Cllr P Lawrence
Cllr R Thorrington

Apologies: Cllr Y Mattos Cllr I Macfarlane

Present: Parish Clerk

1.0723 Apologies for Absence

Apologies were presented and received from Cllr Y Mattos & Cllr I Macfarlane.

2.0723 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.

3.0723 Minutes of the last meeting of the Committee

The minutes of the last meeting of the Community Committee held on 22 June 2023, having been circulated, were signed as a correct record.

4.0723 Conservation & Management of Open Spaces within the Parish

a) Parish Recreation Grounds

To receive the quotation for works following the annual RoSPA inspection of parish owned play areas

Quotations for works required at each of the play areas were obtained. Each area is to be reviewed at the relevant agenda point below.

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. The title deeds for the property have been obtained and are currently being reviewed. The deeds make reference to a covenant regarding a fence/hedge. Further investigation is required.

Repairs to both the wooden bridge and the slide have been completed prior to the school summer holidays.

Members were advised the safer surfacing repairs at the common recreation ground had been carried out and completed.

Liaison was held with the football regarding the use of goal post caps following an incident. A reminder was issued as to the importance of the caps being installed when the goal posts are not in use.

A quote of £1,542 for the repairs required further to the annual RoSPA report has been obtained. The contractor has been instructed to undertake accordingly.

c) Hatch Recreation Ground – A quote of £1,350 for the repairs required further to the annual RoSPA report has been obtained. The contractor has been instructed to undertake as

soon as possible.

- d) Wells Recreation Ground – A quote of £985 for the repairs required further to the annual RoSPA report has been obtained. The contractor has been instructed to undertake as soon as possible. An alternative solution is to be sought for the shrinkage around the outer edge of the safer surfacing at the slide.
- e) Auclum Green – A quote of £834 for the repairs required further to the annual RoSPA report has been obtained. The contractor has been instructed to undertake as soon as possible.

Replacement Cherry trees for Auclum green, alongside the Princess Diana memorial tree at the roundabout are, to be included on the tree management plan for planting in the autumn.

- f) Old Recreation Ground (Skate Park) - A quote of £402 for the repairs required further to the annual RoSPA report has been obtained. The contractor has been instructed to undertake as soon as possible.
- i) To receive an update in relation to the Skate Park Refurbishment project and determine any action required

The skate park tender document is to be sent out as soon as possible with a proposed return date of early September for progression. Grant funding continues to be pursued. Concerns were raised by members present regarding the increasing costs of materials and labour

5.0723 Pavilion

- i) To receive an update in relation to the management and operation of the sports Pavilion

It was noted that the management of the Pavilion was to remain with the community committee due to its proximity and link with the common recreation ground.

Members were advised that football was scheduled to re-start mid-August. Burghfield FC were advised that the changing rooms would not be available until the beginning of September due to the pavilion being in use.

It was noted that the dishwasher at the pavilion required repair. Quotes are to be obtained for a replacement dishwasher with the various options being presented.

6.0723 Tree Report

- i) Update on tree works within the parish

Works identified have been undertaken with the parish councils approved tree surgeon. The 3-year tree management plan is currently being updated by the councils approved arboriculturist.

7.0723 Allotments

- i) To receive an update in relation to any administrative issues for the allotment sites

An ongoing review of unattended plots is in progress with a view to establishing a plot maintenance plan. Members gave consideration to the most suitable approach, showing a preference for strimming to coincide with the councils environmental and sustainable preferences.

Quotations are being obtained for the re-numbering of plots, re-measuring and marking, clearing of boundaries, marking of pathways, and clearing both debris and overgrown vegetation. An update is to be presented at the next scheduled meeting.

It was noted that rule 2g) of the existing allotment rules requires further clarity: The Tenant will; - *'Not use any water sprinkler system at any time at the Allotment site'*

Resolved: The wording be amended to *'not utilise any irrigation system on their plot(s). Communal troughs are available to ensure equitable water distribution for everyone.*

Tenants are permitted to acquire water butts or similar equipment to harvest rainwater for their own personal use.' Resolved unanimously.

ii) To receive an update regarding an improved water supply at the common allotments

Due to quotes being still awaited, a detailed report of the options available is to be presented to members at the next scheduled meeting. An estimation was discussed with the potential need for fundraising to ensure sufficient funds are available being raised. Members are to undertake further investigation for funding opportunities.

Members discussed the erection of wooden structures on the periphery of the common allotments housing IBC units to harvest rainwater.

Proposed by Cllr P Lawrence, seconded by Cllr B Neilson and resolved with a majority vote that a recommendation be presented to full council for 2 units housing 2 IBC units be purchased as a supplementary watering system at a maximum of a budget at £2,000. 5 members voted in favour, with one member voting against the proposal. Resolved by a majority vote.

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

The parish council solicitor has been advised that the council would like to write to the property owners giving 30 days to enter into the tenancy agreements and notify them that, should they fail to do so, the parish council will be erecting a boundary fence to prevent their access. Proposed by Cllr B Neilson, seconded by Cllr P Lawrence and resolved unanimously to instruct the councils solicitor.

8.0723 Parish Maintenance

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

Members advised that a number of pathways were overgrown. Parishioners are to be reminded to report to West Berks Council via the online reporting.

Members were reminded to give consideration to the 5 questions for the parish questionnaire in preparation for the next meeting.

9.0723 Future agenda items & Items for information only – Financial management of allotments, Allotment rent review, Allotment concessions review, Play areas long term remedial works required.

Meeting closed at 21.12pm.