

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall, Recreation Road, Burghfield on Thursday 6 July 2023 at 7.45pm.

Present: Cllr I Macfarlane (Chairman), Cllr P Lawrence, Cllr J Ansell, Cllr D Selway, Cllr Y Mattos, Cllr S Awbery, Cllr L Watts, Cllr R Thorrington, Cllr D Godwin, Cllr N Morse, Cllr A Mackinnon, Cllr B Neilson (arrived at 19.48pm)

In Attendance: Clerk to the Parish Council, Support Officer, District Cllr N Carter and 1 Member of the public

Apologies: Cllr A Gallagher, Cllr L Sharp, Cllr C Greaves

Public Participation:

Mr G Harris attended to request the current expenditure of the proposed café to date, expressing concern re overall costs. Cllr I Macfarlane advised this was an agenda item and would be discussed accordingly.

1.0723 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 A Gallagher, Cllr C Greaves, Cllr L Sharp

2.0723 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.

3.0723 Applications for Dispensations

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

4.0723 To receive a verbal report from the Chairman

The chairman expressed his thanks to members who assisted at the Burghfield Community Sports Day. The day was a huge success with extremely positive feedback. Thanks were also expressed to the staffing team who facilitated the success of the event.

Following approval at full council, the AGAR documentation has been submitted to the external auditor prior to the deadline of 30th June.

5.0723 Questions to the chairman previously submitted in writing

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

6.0723 To receive a report from a District Councillor

A copy of the District Cllr report can be viewed here:

<https://burghfieldparishcouncil.gov.uk/wp-content/uploads/2023/07/District-Councillors-report-July-2023.pdf>

7.0723 Minutes of the last Parish Council meeting

Resolved: that the minutes of the meeting of the Parish Council held on 1 June 2023 be approved as a true and correct record.

8.0723 To receive the minutes of the meetings of the Communications Committee and approve the recommendations therein

Resolved: that the minutes of the meeting of the Communications Committee held on 8 June be approved as a true and correct record and the recommendations within be approved accordingly.

It was noted that the committee are to develop a renewed parish questionnaire to progress the councils 5-year strategy and associated action plan.

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9.0723 To receive the minutes of the meeting of the Infrastructure Committee and approve the recommendations therein

Resolved: that the minutes of the meeting of the Infrastructure Committee held on 15 June 2023 be approved. The recommendations within were approved accordingly.

10.0723 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 22 June 2023 be approved and the recommendations within approved.

The tender document for the skate park is to be progressed accordingly.

The encroachment of land at the rear of the Hatch allotments is to be progressed with the relevant properties being advised a fence is to be erected to delineate the parish boundary. A fence will not be required should the property owners agree to enter into the tenancy agreement.

Cllr J Ansell presented a request for management of the Pavilion to return to the Community Committee.

11.0723 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 Hub Committee held on 29 June 2023 be approved. The recommendations within were approved accordingly. Members noted the recommendation that the feasibility of proceeding with the café be considered at full council. Please see item 12.0723.

12.0723 To assess the feasibility of the delivery of the Café on the Rec and determine the actions required

Members received a report providing an overview of the project to date with current and proposed expenditure to complete the delivery of a café on the common recreation ground. Following an overview being provided by the presiding chairman, much discussion ensued. It was determined that the proposed café development on the recreation ground was no longer viable and would not proceed any further.

Spiralling costs due to both the delays caused by the conditions imposed by West Berks planning department, alongside the increase in cost of living, made the project unviable. The Parish Council are to reassess the provision of café facilities in the near future.

Proposed by Cllr D Selway, seconded by Cllr J Ansell with 9 members voting in favour and 3 members against. Resolved by a majority vote to not proceed.

13.0723 To receive an update in relation to the NDP and determine an action plan for progression

Cllr P Lawrence provided an overview to members present of the proposed process for the adoption of the draft NDP document.

Resolved: The Communications committee are to determine a suitable way for the referendum to be managed.

14.0723 To receive brief verbal reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed

Cllr J Ansell attended the Guide Dog Volunteer Awards as a guest judge.

Cllr N Morse is awaiting contact from AWE.

Cllr S Awbery advised that the Burghfield & Mortimer Volunteer Bureau AGM was scheduled for next week. An update is to be provided at the next scheduled meeting.

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15.0723 Financial Matters

- i) Parish Council Bank Account Reconciliation & payments as of 30 June 2023:
The accounts reconciliation statements for month ending 30 June 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 30 June 2023:
The accounts reconciliation statements for month ending 30 June were noted. Items for payment were noted and are to be debited to the account of the Village Hall.

16.0723 Matters for Future Discussion

No further items were identified.

17.0723 Items for information

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

Communications Committee	-	13 th July @ 7.00pm
Staffing Committee	-	20 th July @ 6.30pm
Community Committee	-	20 th July @ 7.45pm
Governance & Finance	-	27 th July @ 6.30pm
Infrastructure Committee	-	27 th July @ 7.45pm

18.0723 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 – 20.46pm