

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Committee Meeting

**Date:** Thursday 16 November 2023 **Time:** 7.45pm

**Place:** West Wing Committee Room, Burghfield Village Hall

**Present:** Cllr J Ansell (Chair) Cllr D Selway  
Cllr A Gallagher Cllr S Awbery  
Cllr B Neilson Cllr P Lawrence  
Cllr R Thorrington Cllr I Macfarlane  
Cllr Y Mattos

**Present:** Cllr Greaves, Parish Clerk, Communications & Support officer

### 1.1123 **Apologies for Absence**

Apologies were presented and received by Cllr Thorrington.

### 2.1123 **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, Cllr Selway declared a pecuniary interest in items 7.1123. The Clerk advised that an application for dispensation had been received from Cllr Selway. Dispensation was granted, enabling Cllr Selway to partake in discussions but abstain from voting.

### 3.1123 **Minutes of the last meeting of the Committee**

The minutes of the last meeting of the Community Committee held on 19 October 2023, having been circulated, were signed as a correct record.

### 4.1123 **Conservation & Management of Open Spaces within the Parish**

#### a) **Parish Recreation Grounds**

To receive an update following works required at parish owned play areas

Weekly and quarterly inspections continue at all play areas with any faults or items require further monitoring being presented to the clerk accordingly.

#### b) **Common Recreation Ground**

The additional litter bin for installation on the common rec has been received and awaits installation upon favourable weather conditions.

Cllr Awbery requested members consider a policy for metal detecting. Further investigation would be undertaken for review in January.

#### c) **Hatch Recreation Ground** – Upon receiving required documentation, St Mary's Church will be granted permission to erect a Christmas tree.

#### d) **Wells Recreation Ground** – No report.

#### e) **Auclum Green** – The additional post has been installed. A request for the removal of the concrete block has been presented to the owner.

#### f) **Old Recreation Ground (Skate Park)** – No report.

#### g) **To receive an update in relation to the Skate Park Refurbishment project**

Further to the tender being awarded, a kick off meeting was held to progress accordingly. Visuals of the initial design are to be displayed at Burghfield on Ice event with a consultation event scheduled for Thursday 14<sup>th</sup> December between 3pm and 7pm. The event is to be promoted locally WBC Planning have been contacted regarding permitted development rights. Further funding streams are being investigated and explored .

### 5.1123 **Pavilion**

- i) To receive an update in relation to the management and operation of the sports Pavilion  
Further to being advised the outside lighting was still operational, the timer switch has been amended resulting in the external lighting now being switched off.  
A review of the frequency of cleaning is to be undertaken to determine any cost savings.

**6.1123 Tree Report**

- i) Update on tree works within the parish  
The 3-year tree management plan is still awaited.  
Cllr Selway noted that it was the appropriate time of year to replace Chapel Lane hedges. The Clerk advised the request had been presented to the councils appointed tree surgeon.

**7.1123 Allotments**

*(Cllr Selway abstained from voting on the following items)*

- i) To receive a report in relation to the management and maintenance of allotment sites  
The letters advising plot holders of decisions taken by the committee at the previous meeting have been sent. The contractor has been instructed to undertake the approved works with a date to commence awaited.
- ii) To receive an update in relation to the improved water supply at the common allotments  
The approved contractor has been instructed for the installation of standpipes and water troughs at the common allotments to improve water provision. A site meeting has been scheduled to determine exact locations.
- ii) To receive an update in relation to the encroachment of Hatch allotment land  
Further to the decision to install a fence at the boundary of the encroachment at the hatch allotments, members received a verbal update from the Clerk of progress to date. Members noted clearance of vegetation was required to gain access to erect the fence and the current ground conditions not proving favourable to enable the works required. It was noted that various contractors had been contacted to undertake the works, all of whom declined due to the involvement of a land dispute.  
Resolved: To contact the property owners requesting a meeting in person to discuss the proposed tenancy agreements. Cllr Macfarlane, Cllr Ansell and Cllr Greaves are to be in attendance. Proposed by Cllr Lawrence, seconded by Cllr Ansell. Resolved unanimously.

**8.1123 Parish Maintenance**

- i) To give consideration to any specific works identified or required within the parish  
Cllr Mattos reported a boggy section of land at the Common Rec, requesting its repair.

**09.1123 To discuss questions for inclusion within the Parish Strategic questionnaire**

Members are to determine the questions relevant to the community committee for inclusion within the questionnaire for further discussion in January 2024.

**10.1123 To acknowledge the duty of the Parish Councils to have regard to conserving biodiversity as part of decision making**

Members present received and acknowledged the draft Biodiversity policy presented. An action plan is to be developed for consideration by full council in January 2024.

Resolved: Members present acknowledge the Biodiversity policy accordingly, proposing the document be presented to full council for approval and subsequent adoption. 6 members were in favour, 1 member abstained. Resolved with a majority vote.

**11.1123 Future agenda items & Items for information only. Provision of benches.**

Meeting closed at 21.03pm.