

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 25th January 2024 **Time:** 7.00pm
Place: West Wing Committee Room, Burghfield Village Hall
Present: Cllr I Macfarlane Cllr D Selway
Cllr A Gallagher Cllr P Lawrence
Cllr B Neilson Cllr R Thorrington (arrived 7.40pm)
Present: Parish Clerk, Communications & Support Officer, 1 Member of Public
Apologies: Cllr Greaves, Cllr Y Mattos, Cllr S Awbery

Mr D Godding attended on behalf of Burghfield Residents Association (BRA) to request use of the Hatch Recreation Ground for the Burghfield May Fayre.

1.0124 Apologies for Absence

Apologies were presented and received by Cllr Greaves.

2.0124 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 and declarations of interests, an application for dispensation had been received from Cllr Selway to cover the remaining period of his office as councillor serving upon the Community Committee for items relating to the allotments. Dispensation was granted, enabling Cllr Selway to partake in discussions. Cllr Selway was reminded the dispensation did not enable him to partake in any vote in relation to the allotments and is to abstain from voting accordingly.

3.0124 Minutes of the last meeting of the Committee

The minutes of the last meeting of the Community Committee held on 16 November 2023, having been circulated, were signed as a correct record.

4.0124 Conservation & Management of Open Spaces within the Parish

a) Common Recreation Ground

Members were advised of the need for repairs to be undertaken at the entranceways to the MUGA to address any potential trip hazard.

Resolved: To proceed with HD Landscapes to undertake the required works accordingly.

Cllr Awbery expressed a wish for the committee to give consideration to a Village Green policy. It was highlighted that land under the ownership of the parish council was classified as recreation ground and not registered as a village green and subject to differing legislation.

b) Hatch Recreation Ground

The Chairman suspended Standing Orders to facilitate questions to be asked and further information provided by Mr D Godding regarding the upcoming May Fayre and request from the BRA for use of the Hatch recreation ground.

The Chairman confirmed the meeting was to recommence as members were satisfied sufficient information had been provided.

Resolved: to grant permission to the BRA for use of the Hatch recreation ground further to favourable weather conditions on the day. The clerk is to undertake a ground inspection prior to access being granted. Proposed by Cllr Neilson, seconded by Cllr Lawrence and resolved unanimously.

Members gave consideration to the installation of an additional electrical supply in at the Hatch recreation ground to ensure full safety compliance and in preparation for any upcoming events.

Resolved: To undertake works required up to a maximum cost of £1,500. Proposed by Cllr Neilson, seconded by Cllr Lawrence and resolved unanimously.

c) Wells Recreation Ground

Members present gave consideration to the quotation received for the various works identified as requiring attention at the Wells Play area.

Resolved: To instruct Sawscapes to undertake the required works, including a replacement. Proposed by Cllr Neilson, seconded by Cllr Gallagher and resolved unanimously.

Resolved: To repair the roundabout and submit a budget request to the Finance & Governance committee for its replacement over the next 3 year period.

d) Auclum Green – Some minor works are required at the play area to ensure health & safety compliance. The contractor has been instructed to undertake as soon as possible.

e) Old Recreation Ground (Skate Park) – No issues to report.

f) To receive an update in relation to the Skate Park Refurbishment project

Visuals of the initial design were displayed at Burghfield on Ice for feedback with a consultation event being held at the village hall on Thursday 14th December.

Correspondence has been held with WBC to obtain planning permission. Further funding streams continue to be investigated and explored with £5,000 having been secured by a Members bid. Site surveys have been undertaken for both utilities and ground drainage.

5.0124 **To give consideration to the proposal by WBC in the removal of the service to empty Dog waste bins within the parish**

Members reviewed the options presented following the budget proposals from WBC to discontinue the emptying of dog waste bins in the parish.

Resolved: To instruct Tactical to undertake the emptying service alongside Stratfield Mortimer Parish Council. Proposed by Cllr Lawrence, seconded by Cllr Gallagher and resolved unanimously.

6.0124 **Pavilion**

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

An issue with the valve feeding the water tank in the plant room has led to the hot water and heating not being functional at present. A dehumidifier has been installed to assist in the drying out. An engineer is to visit to ascertain the functionality of the boiler and determine the future of the existing system.

BFC are reviewing the situation on a weekly basis as to their use of the building following the lack of heating and hot water.

7.0124 **Tree Report**

i) Update on tree works within the parish

The updated 3-year tree management plan has been received with the summary of works for each parish owned area forwarded to the parish councils approved tree surgeon. Upon having been reviewed, the required works are to be programmed accordingly in order of priority with all works required within a 6 month time frame to be initiated first.

Members were advised that two 3m high Beech trees for planting at the Common rec had been placed on order. The hedging along Chapel path is to be undertaken at the same time, as well as the Common Rec tree mulch beds previously approved.

8.0124 **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

Members present received an updated report regarding the allotments from the facilities officer, advising that due to the recent inclement weather the approved maintenance at both sites had been postponed.

ii) To determine the dates for the next Allotment Surgery

Resolved: An allotments surgery is to be held in March. Cllr Gallagher and Cllr Macfarlane are to be in attendance on behalf of the parish council with a report being prepared for presentation in April.

iii) To receive an update in relation to the improved water supply at the common allotments

A site meeting was held with the appointed contractor to determine exact locations of the standpipes and water troughs.

Thames water have been instructed to connect to the tail left by the contractor. Works are proposed to commence mid to late February.

All ploholders are to be advised of the proposed works, advising that obstruction will be kept to a minimum.

Committee members present confirmed that the previously approved allocation of funding for the harvesting of rain water is to be reallocated to the improved water provision project accordingly.

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

The property owners had been contacted requesting a meeting in person to discuss the proposed tenancy agreements. Whilst emails have been exchanged a suitable date to meet is to be established.

9.0124 Parish Maintenance

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

Auclum Green – The request for the removal of the concrete block has been presented to the owner and is awaiting action.

10.0124 To progress questions for inclusion within the Parish Strategic questionnaire specifically in relation to the Community committee areas of responsibility

Members gave consideration to the 5 questions for inclusion within the parish questionnaire relating specifically to areas of responsibility that fall within the remit of the community committee. It was determined the item would be discussed in further detail at the Parish Meeting in March to determine progression.

11.0124 Future agenda items & Items for information only.

Meeting closed at 20.17pm