

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall, Recreation Road, Burghfield on Thursday 7 March 2024 at 7.45pm.

Present: Cllr I Macfarlane (Chairman), Cllr P Lawrence, Cllr Y Mattos, Cllr S Awbery, Cllr B Neilson, Cllr I Kitson, Cllr A Mackinnon, Cllr A Gallagher, Cllr Greaves, Cllr D Selway, Cllr N Morse, Cllr R Dekoster, Cllr L Watts, Cllr L Sharp.

In Attendance: Clerk to the Parish Council and 1 Member of the public

Apologies: Cllr R Thorington, Cllr D Godwin

Public Participation:

Mr G Harris expressed his gratitude for the installation of the improved water supply at the Common allotments.

Mr G Harris enquired as to whether there were any plans for a memorial to remember Maureen Cresser. The Chairman advised the council were considering the planting of a tree at the Burial Ground with a memorial plaque.

1.0324 To report, approve and record apologies for absence (and the reasons) from members

Apologies for absence were presented and approved from Cllr Thorington and Cllr Godwin.

2.0324 To receive any Declaration of interests or Applications for Dispensations

The Clerk advised that an application for dispensation had been received from Cllr Kitson. Cllr Kitson was granted dispensation enabling participation in discussions surrounding agenda item 13.0324 iii) but to not partake in voting on the item accordingly.

3.0324 To receive a verbal report from the Chairman

The chairman advised that he had no further items to add that would not be addressed throughout the course of the meeting agenda.

4.0324 Questions to the chairman previously submitted in writing

The Chairman had not received any questions in writing prior to the meeting.

5.0324 To receive a report from a District Councillor

No report.

6.0324 Minutes of the last Parish Council meeting

Resolved: that the minutes of the meeting of the Parish Council held on 1 February 2024 be approved as a true and correct record.

7.0324 To receive the minutes of the meeting of the Infrastructure Committee and approve the recommendations therein

Cllr Selway expressed disappointment in relation to the recommendation to not open the public toilet other than community events and on request.

Resolved: that the minutes of the meeting of the Infrastructure Committee held on 1st February and 15th February 2024 be approved and the recommendations therein.

Resolved by a majority vote with 11 members in favour and 2 objections presented.

8.0324 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 February 2024 be approved as a true and correct record and the recommendations therein.

9.0324 To receive the minutes of the meetings of the Community Committee and approve the recommendations therein

Resolved: that the minutes of the meeting of the Community Committee held on 15 February 2024 be approved as a true and correct record and the recommendations therein.

10.0224 To receive the proposed Committee restructure for implementation from May 2024

Members present gave consideration to the proposed committee restructure for implementation following the Annual meeting of the Parish Council in May 2024.

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Resolved: Proposed Cllr Sharp, seconded by Cllr Selway and resolved unanimously to implement the revised committee structure from May 2024.

11.0224 To receive the Committee Terms of Reference for implementation from May 2024

Members present gave consideration to the committee terms of reference for implementation following the Annual meeting of the Parish Council in May 2024.

Resolved: Proposed by Cllr Greaves, seconded by Cllr Morse and resolved unanimously to accept the Terms of Reference with the inclusion of each committee being able to appoint their own sub-committees and working groups if deemed necessary.

12.0324 To determine the suitability of a parish questionnaire or strategic plan for the progression of community engagement

Members present gave consideration to the advantages/disadvantages and differences of a Strategic Plan and Parish questionnaire. Its suitability to meet the needs of community engagement for the parish council were discussed accordingly, determining that a would be the preferred option for progression.

Resolved: To undertake a Parish Plan questionnaire in the first instance. The results of the questionnaire is to then form the basis of the Strategic Plan.

Proposed by Cllr Lawrence, seconded by Cllr Mackinnon and resolved unanimously.

13.0224 Financial Matters

- i) Parish Council Bank Account Reconciliation & payments as of 29 February 2024:
The accounts reconciliation statements for month ending 29 February 2024 were noted. Items for payment are to be debited to the account of the Parish Council.
- ii) Village Hall Bank Account Reconciliation & payments as of 29 February 2024:
The accounts reconciliation statements for month ending 29 February 2024 were noted. Items for payment are to be debited to the account of the Village Hall.
Bookings for February were noted as £3,801 with Provisionals for March being £4,252.50.
- iii) To give consideration to a peppercorn rent for land owned by the parish council
Resolved: To apply a peppercorn rent of £1 per week for land at the rear of the Hatch allotments. The appropriate leases are to be drawn up and presented for signing.
Proposed by Cllr Lawrence, seconded by Cllr Greaves and resolved unanimously.
(Cllr Kitson abstained from voting).

14.0324 Matters for Future Discussion

An update on the sale of the Cafe unit.

15.0324 Items for information

The Clerk advised of the meeting schedule for the month:

Communications Committee	-	14 March @ 6.30pm
Community Committee	-	14 March @ 7.45pm
Governance & Finance Committee	-	04 April @7.00pm

16.0324 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 at 20.35pm.