

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 18th April 2024 **Time:** 7.45pm

Place: West Wing Committee Room, Burghfield Village Hall

Present: Cllr Greaves (Chairman) Cllr P Lawrence
Cllr A Gallagher Cllr D Selway
Cllr R Thorrington Cllr Y Mattos
Cllr B Neilson Cllr I Macfarlane

Present: Parish Clerk , Communications & Support Officer and 6 members of the public.

Apologies: Cllr S Awbery

Due to a number of parishioners being present, the chairman allocated 10 minutes prior to the opening of the meeting for questions and statements to be presented. Comments were raised with regard to the installation of standpipes on the common allotments, specifically with regard to the security and usage.

An allotment holder requested the gates to the common allotments were locked with solar lights being installed to illuminate the entry and exit points.

A further request was presented for CCTV to be installed at the common allotments alongside any holes in the headline being addressed.

Thanks were expressed by Mr G Townsend for the parish council giving consideration to the application submitted for pop up pubs on the common recreation ground during the summer period. An overview of "lessons learnt" from previous years was presented in support of the application.

1.0424 **Apologies for Absence**

Apologies were presented, received and approved for Cllr Awbery.

2.0424 **Declaration of any personal or pecuniary interests & Applications for Dispensations**

Dispensation has been previously granted to Cllr Selway enabling participation in discussions relating to the allotments but no voting rights accordingly.

3.0424 **Minutes of the last meeting of the Committee**

The minutes of the last meeting of the Community Committee held on 14 March 2024, having been circulated, were signed as a correct record.

Due to the number of members of the public present , the Chairman presented a proposal to move Item 8.0424 to the next item on the agenda to be considered to enable observations. Resolved unanimously.

8.0424 **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 water improvement project at the Common Allotments has been successfully finished and is currently awaiting connection from Thames Water (in progress).

Invoices and tenancy agreements are being finalised for dispatch, along with an updated version of the allotment rules.

Once the weather improves and the ground has sufficiently dried out the contractor will commence maintenance work on the available plots. No issues have been reported at the Hatch allotments.

ii) To receive the request for improved security at the common allotments

Members gave consideration to the request presented by Cllr Selway for improved

security at the common allotments. Much discussion ensued regarding the security with various suggestions being presented.

Resolved: A questionnaire is to be prepared for circulation to plot holders, addressing the issue of security at the allotments

Resolved: To review the Hedging on the perimeter of the allotment site in conjunction with the parish councils appointed tree surgeon.

Resolved: To liaise with Highways to determine any implications should the entrance to the allotments from Reading Road be closed on a permanent basis.

iii) To confirm the dates for the allotments surgeries for 2024

Cllr Macfarlane & Cllr Galagher confirmed the next allotment surgery would be scheduled after the May meeting where the new committee structure is implemented.

4.0424 Conservation & Management of Open Spaces within the Parish

a) Common Recreation Ground

Members gave consideration to the quotations received for the fencing replacement required at the Common Recreation ground along the Recreation Road side.

Resolved: To formulate a specification for the works required and obtain 2 further quotations for a comparison.

Members discussed the placement of benches on parish owned recreation grounds

following the placement of an article in the newsletter to ascertain the level of interest

Resolved: Memorial benches are to be available at a reduced rate of 50% of the installed cost. A plaque is to be available for the bench, with one plaque per bench being allocated. Resolved unanimously.

b) Hatch Recreation Ground

The parish council approved electrician has installed the external electrical cabinet.

Preparations for the May Fayre are underway, with the organiser having been reminded a site inspection is to be undertaken and signed off prior to entry being permitted. The insurance and risk assessment for the event have been forwarded by the BRA.

c) Wells Recreation Ground

The safer surfacing under the toddler unit has been programmed to be replaced within 6 weeks.

The public noticeboard has been repaired following damage.

d) Auclum Green

A request was presented for the installation of netball hoops. A quotation is to be obtained, with a proposed location, for further discussion at the next meeting.

Fence repairs were required further to vandalism. These have been completed.

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

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

An article is to be placed in the next newsletter with an image detailing the amended design. The paperwork has been submitted to WBC for permitted development.

Fundraising efforts continue with over 100 grant applications having been submitted.

Discussions continue with local suppliers to ascertain funding for specific components of the project where possible. Dates are to be determined for visits to the local schools to garner further interest in the project as a whole.

5.0424 To give consideration to the request for Pop up pubs during the summer period

Members received the written request from the Burghfield Santa's for pop-up pubs to be held on the Common recreation ground during the summer.

Resolved: To grant permission for the use of the sports pavilion for the pop up pubs during the summer period as requested.

A request was presented by Cllr Selway for the public toilet to be opened for the sessions

accordingly. The clerk confirmed the request would need to be presented by the organisers of the pop up pubs for further consideration by the council.
Liaison is to be held with BFC to ensure the changing rooms are available for matches scheduled for the 16th August, 23rd August and 30th August accordingly.

6.0424 **Pavilion**

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

The contractor has been instructed to fix the existing system and remove the thermostats in all zones and reduce the temperature. A weather responsive unit and wi-fi system is being installed to enable remote and flexible control

7.0424 **Tree Report**

- i) Update on tree works within the parish

Works have been scheduled for end of May in line with the priorities identified within the tree management plan.

A visual assessment from the arboriculturist of 4 specific trees is still awaited.

Mulch beds have been installed surrounding the newly planted trees on the common recreation ground to ensure moisture is retained during the summer period.

8.0424 **Allotments**

(item was moved further up the agenda accordingly)

9.0424 **Parish Maintenance**

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

No further items were identified by members present.

10.0424 **Future agenda items & Items for information only**

No further items were identified.

Meeting closed at 20.46pm