

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall, Recreation Road, Burghfield on Thursday 11 April 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 N Morse, Cllr A Gallagher, Cllr Greaves, Cllr D Selway, Cllr R Dekoster, Cllr L Watts, , Cllr R Thorrington.

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

Apologies: Cllr D Godwin, Cllr L Sharp, Cllr A Mackinnon

Public Participation:

Mr P Pearce presented a question requesting the figures for the cafe be published, detailing costs incurred and recovered accordingly. Cllr Macfarlane advised the report would be published accordingly in due course.

1.0424 To report, approve and record apologies for absence (and the reasons) from members

Apologies for absence were presented and approved from Cllr Godwin, Cllr L Sharp and Cllr A Mackinnon.

2.0424 To receive any Declaration of interests or Applications for Dispensations

No Declarations of interest or applications for dispensation were presented by members present.

3.0424 To receive a verbal report from the Chairman

The chairman advised there were no additional items that would not be addressed during the course of the meeting.

4.0424 Questions to the chairman previously submitted in writing

The following questions were previously submitted in writing to the Chairman:

Question: *Burghfield Parish Council's document name 'Burghfield NDP Draft_v0_16 Collated', a draft NDP document, was submitted to West Berkshire District Council during the first quarter of 2022, requesting a SEA/HRA screening. The subsequent screening assessments were determined upon the content of the evidence submitted which excluded relevant base line evidence including maps. Can the Council advise:*

- 1) If present members of Burghfield Parish Council are in receipt of the submitted draft NDP document, 'Burghfield NDP Draft_v0_16 Collated' and associated evidence?*
- 2) Of their plans to seek an additional SEA/HRA assessment with a view to ensuring the latest version of the draft Burghfield Neighbourhood Development Plan includes relevant base line evidence and maps?"*

Answer: *The Chairman advised a written response would be prepared by the Clerk for presented to the resident in due course.*

Question: *The generosity and public spirit of Mrs Margaret Kirkwood was central to the creation of an institute known as the Holiday House, being the precursor of what today is known as Burghfield Village Hall and lands. The welfare of Burghfield Common villagers during the early 20th century was at the heart of Mrs Kirkwood's contribution to her fellow neighbours. A blue plaque in recognition of Mrs Kirkwood's dedication to her community, erected on the exterior of Burghfield's Village Hall, would be befitting and serve as a reminder of Mrs Kirkwood's dedication to her community whilst equally contributing to Burghfield Common's rich heritage. Will Burghfield Parish Council agree to such a proposal?*

Answer: *The Chairman advised that as English Heritage were the administrators of Blue Plaques, the resident was to be directed to liaise with English Heritage to establish the criteria.*

5.0424 To receive a report from a District Councillor

No questions were presented.

BURGHFIELD PARISH COUNCIL

6.0424 Minutes of the last Parish Council meeting

Resolved: that the minutes of the meeting of the Parish Council held on 7 March 2024 be approved as a true and correct record.

7.0424 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 7 March 2024 be approved and the recommendations therein.

8.0424 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 14 March 2024 be approved as a true and correct record and the recommendations therein.

9.0424 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 14 March 2024 be approved as a true and correct record and the recommendations therein.

10.0424 To receive a final report in relation to the proposed café project

Members present received a final report in relation to the cafe, noting a number of external factors had contributed to the decision taken by the council in July 2023 confirming the project was no longer financially viable. Members acknowledged that lessons had been learnt from the exercise and expressed disappointment at not being able to deliver a project previously identified by the community. A breakdown of costs was provided alongside confirmation the unit had been sold and receipt of the deposit:

Breakdown:

Purchase price of modular unit	15,000.00
Internal modifications to accommodate café	18,500.00
Total unit cost:	33,500.00
Ground investigations & Pre-Planning investigations	6,378.50
Architect fees	382.50
Income from Sale	24,000.00
Deficit	16,261.00

11.0424 Financial Matters

- i) Parish Council Bank Account Reconciliation & payments as of 31 March 2024:
The accounts reconciliation statements for month ending 31 March 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 31 March 2024:
The accounts reconciliation statements for month ending 31 March 2024 were noted. Items for payment are to be debited to the account of the Village Hall.
Bookings for March were noted as £4,252.50.
- iii) Councillor allowance allocation 2023/2024
Members were requested to email the Clerk advising of their preferred allocation of their annual allowance of £50.

12.0424 Matters for Future Discussion

No further items were identified for discussion.

13.0424 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 20.12pm.