

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date:	Thursday 20th April 2017	Time:	7.30pm
Place:	Committee room, Burghfield Village Hall		
Present:	Mr M Paterson-Borland	Mr I MacFarlane (Chair)	
	Mr B Neilson	Mrs A Gallagher	
	Dr R Longton	Mr R Hannington	
	Miss M Cresser		
In attendance:	Cally Morris (Clerk)	Mr D Kellaway	
Apologies:	Mr P Wilkins	Mrs C Jackson-Doerge	

1. To receive written requests for Disclosable Pecuniary Interest dispensations from members

There were no items upon the agenda that necessitated a member to present a written request for dispensation for a Disclosable Pecuniary Interest.

2. Minutes of the last meeting of the Committee

The minutes of the last meeting of the Community Committee held on 16 March 2017 having been circulated, were confirmed a correct record and signed by the Chairman.

3. Matters Arising on the Minutes

Clarification regarding the specific insurance requirements for external clubs was provided to members present, confirming the

4. To receive an update in relation to the potential development of a Community Hub on the Common Recreation Ground

Further community engagement is to be held by way of interviews at Café B, the youth councils at the local schools, the WI, Friendly Firs, local community groups and the May Fayre to collate evidence of support. A detailed report of the results obtained from the community engagement will be presented once fully analysed. A working party has been initiated to determine the specifics prior to instructing architects. Regular updates will be provided to the Community Committee and Full council. Mr D Kellaway requested that the working party give consideration to the utilisation of green energy within the build of the hub. Mr M Paterson-Borland attended the WI meeting to talk about the future plans of the Community hub, confirming overall support for the proposal.

5. Safer Communities

i) Policing & Anti-Social behaviour

Concerns were raised regarding the lack of police presence within the parish.

ii) To give consideration to the introduction of Community Safety Wardens in conjunction with other surrounding parishes and formulate a plan of action for progression

Member's present resolved unanimously that further investigations be made into the potential collaborative working with surrounding parishes for the introduction of Neighbourhood Wardens/Street Rangers. A meeting has been scheduled with the Basingstoke & Deane Safety Community Officers Co-coordinator to establish the success of the scheme and how it could be adapted to be successful within the local parishes. A report is to be provided at the next scheduled meeting to determine whether the project could be progressed.

6. Conservation & Management of Open Spaces within the Parish

i) To give consideration to the potential Devolution of services by WBC and determine any specific services the parish council would like to undertake

Detailed discussions were held in relation to the list of services West Berks Council were presenting to parishes for “topping up” following the recent cuts throughout the budgetary process. A tick sheet is to be devised for presentation at the May Fayre to assist the council in ascertaining the specific areas of concern within parish residents would like to see improved and the specific services the parish council could enhance. Residents are also to be asked if they would be interested in becoming involved in specific volunteer days to ensure the parish remains a place to be proud of.

ii) **Parish Recreation Grounds**

a) Common Rec

AFC have confirmed they will not be requiring the pitch for the new season. BFC have asked whether one of their team could take the empty slot. Pitch improvements

The WI Commemorative bench has been installed on the Common Recreation Ground with an unveiling ceremony held this morning. Miss M Cresser expressed her disappointment at there not being a parish councillor present for the ceremony.

Dr R Longton advised that the goal post cap is missing. The parish handyman is to be requested to replace as soon as possible.

b) Hatch Rec

The refund has been processed for the Christmas tree with the tree scheduled to be removed upon drier weather to ensure no damage is caused to the recreation ground. St. Mary's Church has been advised of the decision to remove the Christmas tree and the requirement for a temporary tree to be sought for the Carol service later in the year.

Concerns were raised in relation to the current condition of the grass at the Hatch. SCS landscapes undertook a review of the grass with suggestions for improvements. Resolved unanimously to instruct SCS to undertake a minimum of two iron treatments within the upcoming growing season to see whether improvements can be made to the grass quality.

A request was received via the organisers of the Box cart bash request for the use of the Hatch to hold a funfair and a beer tent. Clarification regarding the definition of the funfair is to be sought. A request is to be forwarded for a member of the organising team to attend the parish next council meeting to answer immediate concerns of the committee.

c) Old Rec

The issue of the crumbling concrete edges to the skate facility was assessed by a skate park specialist, advising that no work was required at this stage. It was suggested the situation be monitored further with a further assessment in 6 months' time.

Following the request forwarded by the Scouts for a gate to be installed between the Skate park and the Scout hut for safe passage between the two, a quotation was presented for £500. The gate is scheduled for installation within the next 6-8 weeks. A request is to be presented for the key to the gate to be made available for the Montessori Nursey ensuring the children can access the facilities without the need to walk along the verge.

d) Wells Rec

No items to report.

e) Auclum Green

A bollard is to be installed at the Tarragon Way end of the green to ensure the area remains secure.

The additional litter bin at the noticeboard on Reading Road is to be installed as soon as possible.

ii) **Tree Report**

Further works are scheduled for September in accordance with the parish council management plan.

iv) **To deal with any administrative issues for the Allotments:**

i) Common allotments

The allotment rent collection day was held on Sunday 9th April at Burghfield Village Hall. Due to being able to pay online, attendance was much lower this year.

The tree immediately on the right of the entrance of the common allotments requires pruning. The parish handyman is to be asked to undertake the required as soon as possible.

The fencing running alongside Chapel path is to be assessed due to being advised it is being used as a cut through. The clerk will investigate and report any action at the next meeting.

ii) Hatch allotments

The allotment rent collection day was held on Sunday 9th April at Burghfield Village Hall.

A request was presented for an additional water trough. Members reiterated that the request had been previously considered, with estimated costs of £600.

The water trough requires repair. The parish handyman is to be asked to assess.

7. Parish Maintenance

i) To receive a report highlighting maintenance carried out within the parish during the previous month

The Clerk provided a verbal report to members highlighting the maintenance that had been carried out within the parish during the previous month.

ii) To note any items within the parish requiring action

Due to concerns regarding travellers being on the move within the local area, all areas within ownership of the parish council are to be assessed to check for any potential vulnerability. Proposed by Mr M Paterson-Borland, seconded by Miss M Cresser and resolved unanimously that powers be delegated to the clerk to ensure all areas are secured accordingly.

The Noticeboard on the common recreation ground has been set fire to. The clerk is to assess the damage and ensure the appropriate action is taken to resolve accordingly.

Members were alerted to considerable overgrown vegetation on Sulhamstead Road.

A local resident expressed their desire for the recent success of Chris Mears to be recognised within the parish by way of a plaque, bench or road name. Proposed by Mr M Paterson-Borland, seconded by Mrs A Gallagher with 5 members voting in favour, 1 objecting and 1 abstaining to present a request to the Willink Leisure Centre for the plaque to be erected within the vicinity of the swimming pool.

8a) Parish owned Properties

a) Pavilion

i) To receive an update in relation to any issues affecting the pavilion

The underfloor heating has ceased to work. The council's appointed plumber is investigating to determine the cause.

8b) Village Hall

i) To receive an update in relation to the daily operation of the village hall

The main hall floor has been re-polished.

The grant applied for to install a larger projector screen within the main hall has been successful. Installation will be scheduled prior to the WI Centenary Celebrations in June.

The grant for the lights within the hall to be replaced with LED's was successful with all works having also been completed.

Further to discussions regarding the heating/cooling system within the hall, the locked box has been removed for a trial period to provide hirers with more flexibility. Investigations continue as to whether a NEST system could be utilised with the units to enable remote access and control of the heating.

An assessment of the tables within the village hall has been undertaken to ascertain the numbers of varying heights. In total, 21 new tables would be required. A

quotation is to be obtained for the replacement of the lower tables to ensure all are of the same height.

9. Matters for future discussion – Network router, quote for tables

10. Items for information only – No further items were raised for consideration.

Meeting closed at 21.20pm.