

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Hub Working Party Group

**Date:** Thursday 8<sup>th</sup> June 2017 **Time:** 7.00pm  
**Place:** Committee room, Burghfield Village Hall  
**Present:** Mr P Lawrence Mr I MacFarlane  
Mr C Greaves Miss M Cresser  
Mrs L Sharp  
**In attendance:** Cally Morris (Clerk)  
**Apologies:** Mr M Paterson-Borland Mr N Morse

**1. To receive members apologies for absence**

Apologies for absence were received from Mr M Paterson-Borland and Mr N Morse.

**2. 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.

**3. Minutes of the last Meeting**

- i) To approve the Minutes of the last meeting of the Committee held on Thursday 20th April 2017.

**4. Matters Arising on the Minutes**

Consultation has continued with paper questionnaires having been handed out at the May Fayre and via Café B.

**5. To receive an update from the Clerk in relation to progress to date of the project**

A report of the results obtained from the survey and community consultation was presented to members. Further analysis is required to ascertain the recurring themes; however, support for the venture has been overwhelming with a total of 700 responses being received from a variety of age groups within the parish completing the survey.

The survey identified the following features for inclusion within the project:

- Library facilities
- Community Café to include kitchen facilities, leading to an outdoor space
- Meeting space
- Access to computing and internet for free
- Sport changing room facilities

Members discussed the timeline for the project accordingly:

- Collate initial ideas and present initial outline, with draft budget, in September to full council
- Progress with architects upon approval of employer's requirement documentation
- Review scheduled for October with a recommendation being presented to full council in November.

Options for the overall financing of the hub are to be explored in further detail, with the following organisations being contacted to ascertain eligibility – lottery funding, Greenham common trust, football foundation, Landfill, PWLB and crowd funding.

**6. To identify specific actions required for the progression of the Community Hub project**

Copies of drawings for the existing pavilion are to be printed and made available for the next meeting. The sizing's of the hall used by Café B, the existing library and the main village hall are to be obtained prior to the next meeting. Thoughts are also to

be obtained from BFC regarding the existing changing rooms.

Upon the dimensions of the existing facilities having been obtained, preliminary meetings with local architects will be arranged to discuss conceptual ideas for a Community Hub. Once the initial drawings having been completed, the project will be costed for presentation “in principle” to full council. Pre planning advice will also be obtained from WBC for progression of the project accordingly.

**7. To determine a list of features required both internally and externally for incorporation within the build project**

Members determined this had been covered in discussions held under points 5 and 6 of the agenda accordingly.

**8. To determine the next stage of Community Consultation required**

A request for local professionals willing to offer assistance in the progression of the project such as architects, structural engineers and services engineers is to be included within the next parish newsletter.

**9. Matters for future discussion – no further items were identified.**

**10. To determine the date for the next scheduled meeting – Thursday 27<sup>th</sup> July 7.00pm.**

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

Meeting closed at 20.15pm.