

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Hub Working Party Group

**Date:** Thursday 21<sup>st</sup> September 2017 **Time:** 6.30pm  
**Place:** Committee room, Burghfield Village Hall  
**Present:** Mr P Lawrence Mr I MacFarlane  
Mr N Morse Miss M Cresser  
Mr M Paterson-Borland  
**In attendance:** Cally Morris (Clerk)  
**Apologies:** Mrs L Sharp Mr C Greaves

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

Apologies for absence were received from Mr C Greaves & Mrs L Sharp.

**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 8<sup>th</sup> June 2017.

**4. Matters Arising on the Minutes**

Consultation is now complete with a total of 664 responses received during the three month period.

**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 showing an overwhelming support for the venture has been received from a variety of age groups within the parish. Members present analysed the data in more detail, considering the facilities being requested by the respondents. The data analysis from Survey Monkey is to be uploaded to the parish council website for information.

A meeting is to be scheduled for Monday 9<sup>th</sup> October with all potential users of the Hub to discuss specific requirements.

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

After much discussion, the following action plan was determined by members present:

- An assessment of the Pavilion is to be undertaken by an architect to determine its suitability to extending
- Discussions are to be held with West Berks Planning to ascertain the requirements for an extension, or if identified as being unsuitable, a rebuild/replacement building.
- Discussions are to be held with potential users of the hub to determine the wish list for the architect.
- Three local architects are to be engaged to produce designs for presentation to the local community
- Workshop/public meeting to present ideas and collate further feedback from the local community

Members noted the timings for the build are to be sympathetic to the requirements of the football clubs and their fixtures.

**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. Those present at the meeting scheduled for 9<sup>th</sup> October are to bring their specific requirements and wish list with them for further discussions around the table.

**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 again 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 – Monday 9<sup>th</sup> October at 6.45pm.**

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

Meeting closed at 19.35pm