

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 19th January 2017 **Time:** 7.30pm

Place: Committee room, Burghfield Village Hall

Present: Mr I MacFarlane Miss M Cresser
Mrs C Jackson-Doerge Mr M Paterson-Borland
Mr P Wilkins Dr R Longton
Mr R Hannington Mr B Neilson
Mrs A Gallagher

In attendance: Cally Morris (Clerk)

Apologies:

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 17 November 2016, having been circulated, were confirmed a correct record and signed by the Chairman.

3. Matters Arising on the Minutes

All items are to be dealt with at the relevant point in the agenda.

4. To give further consideration to the introduction of outdoor fitness equipment and determine a suitable location

Members present gave consideration to the introduction of outdoor fitness equipment following a number of requests from local residents. The most suitable location for the proposed equipment was deemed as the Common Recreation Ground, to the West of the Pavilion building.

Proposed by Mr M Paterson-Borland, seconded by Dr R Longton and **resolved** unanimously to apply for a Members Bid via the District Cllr for 50% of the funding required for the installation of the Community Bundle of outdoor fitness equipment.

5. Safer Communities

i) **Policing & Anti-Social behaviour**

Notification was received to advise PCSO Mike Sturgess had been instructed to undertake the duties of the part funded PSCO role following the resignation of Jordan Bruce.

ii) **To receive an update in relation to the PCSO Contract**

Members present were advised that following the decision taken at full council to present three months' notice to Thames Valley Police to withdraw from the PCSO contract, Mortimer Parish Council have advised they intended to submit their resignation.

6. Conservation & Management of Open Spaces within the Parish

i) **Parish Recreation Grounds**

a) Common Rec

The self-closing mechanism on the gate from the play area to the playing field has now been fixed.

Burghfield Football Club presented a request for their Presentation Day to be held on the Common Recreation ground again this year, scheduled for Saturday 24th June. **Resolved** unanimously to grant permission for the event to go ahead in the

same format as last year.

b) Hatch Rec

A site meeting has been scheduled with the Christmas tree supplier to assess the current situation regarding the overall health of the tree.

c) Old Rec

The issue of the recently repaired edge of the skate facility crumbling continues with the frost increasing the problem considerably. A skate park specialist is to be enlisted to determine whether a satisfactory resolution can be found. A report is to be presented at the next meeting.

d) Wells Rec

The parish council approved tree warden is to assess the trees and hedging at the site to determine whether any works are required during the new financial year.

e) Auclum Green

The self-closing mechanism on the gate from the play area to the playing field has been repaired.

The pedestrian gate from Reading Road leading onto Auclum Green has been broken. The parish handyman is to be instructed to undertake the necessary repairs.

ii) **Tree Report**

Further works were undertaken late December at the area behind Blands Court and on the border of School Lane.

A Tree Maintenance Schedule spreadsheet has been created, highlighting the various areas works have been completed with dates also having been set for revisiting the areas. The spreadsheet also ensures Management of the areas in the parish is on a 5 year rolling programme.

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

i) Common allotments

No problems have been identified with all plots being allocated accordingly.

ii) Hatch allotments

No problems have been identified with all plots being allocated accordingly.

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

The litter bin has been installed at the lay by in School Lane.

A request was received from a local resident for a grit bin to be installed in Sandbrooke Walk. Members present gave consideration to the request, highlighting that grit bins are currently in place at both Ash Lane and Southwood Gardens.

Resolved unanimously to advise the resident that a further bin would not be installed due to the close proximity of bins within the immediate locality.

8a) Parish owned Properties

a) Pavilion

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

All broken windows have been replaced with the security grilles also having been installed.

One of the CCTV has been damaged, requiring replacement. An order has been placed with the supplier to ensure the third camera is up and running as soon as possible.

Contact has been made with the parish council approved solicitor to review the Deed relating to the gifting of the Recreation Ground to provide a detailed explanation with regard to the term "recreation". A full report is anticipated for

presentation at the next scheduled meeting.

8b)

Village Hall

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

Discussions were held with the Toddler Group in relation to their request for the installation of a replacement shed, advising the footprint of the proposed shed is to be no larger than the original and on a like for like basis only. The shed is also to remain butted up to the side wall with a breather membrane felt to be investigated to address damp occurring on the side of the structure.

Miss M Cresser raised her concerns regarding the lock on the disabled toilet door being broken, requesting reassurance it was addressed accordingly when raised previously a year ago. The clerk reassured Miss M Cresser that the parish council has a “duty of care” as well as a legal obligation to ensure any items brought to the attention of either the village hall manager, or clerk, regarding the hall were addressed immediately. A report was presented by the clerk advising the lock had been assessed the following day with a temporary repair having been carried out. The visual assessment of the door suggested the door required replacing. The councils approved builder has been instructed to measure and replace the door as soon as possible.

9. **Matters for future discussion - None**

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

Meeting closed at 20.45p.m.