

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Committee Meeting

<b>Date:</b>	<b>Thursday 21<sup>st</sup> July 2016</b>	<b>Time:</b>	<b>8.00pm</b>
<b>Place:</b>	<b>Committee room, Burghfield Village Hall</b>		
<b>Present:</b>	Mr P Lawrence	Miss M Cresser	
	Mr B Neilson (arrived 8.05pm)	Mr R Hannington	
	Mrs A Gallagher	Dr R Longton	
	Mr P Wilkins		
<b>In attendance:</b>	Cally Morris (Clerk)		
<b>Apologies:</b>	Mr J Sayer	Mr I MacFarlane	
	Mr M Paterson-Borland	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 June 2016, having been circulated, were confirmed a correct record and signed by the Chairman.

**3. Matters Arising on the Minutes**

The new grass contractor for both the Common recreation ground and the Hatch has been instructed for an initial 12 month period. A review will be undertaken to determine the success of the trial prior to the year end.

WBC has been advised of the council decision to adopt all grit bins within the parish.

The VMex fencing at Chapel path has been installed. Hedging plants will be sought and planted during the autumn period.

**4. To receive an update in relation to the proposed Beer Festival and determine whether all requested information has been provided for permission to be granted**

The organisers of the Burghfest (Beer Festival) presented the information as requested by the council for their consideration and scrutiny. The documentation provided reassurance the event would be in accordance with health & safety requirements with a detailed risk assessment having been provided. Members were satisfied that all the requirements as presented by the parish council to enable the event to proceed had been met. Proposed by Dr R Longton, seconded by Mr P Wilkins, with one abstention, to grant permission for the event to be held on Friday 23<sup>rd</sup> and Saturday 24<sup>th</sup> September providing copies of all the relevant certificates are provided to the clerk prior to the event. **Resolved** with a majority vote by members present. The organisers are to forward a copy of the proposed letter being circulated to properties within the immediate vicinity.

**5. Safer Communities**

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

A meeting was held with the PCSO where it was identified that ASB had increased, particularly at the pavilion and on the common recreation ground. Patrols of the area have increased with CCTV images being obtained where possible for potential prosecution of the identified individuals.

The number of incidents of motorbikes on footpaths in areas prohibited has been on the increase. The motorbike owners have been identified with police visits scheduled to seize the said vehicles. Residents are encouraged to report all

incidents via the 101 number.

## 6. **Conservation & Management of Open Spaces within the Parish**

### i) **Parish Recreation Grounds**

#### a) Common Rec

The request presented by God's Kids for use of the Common Recreation ground on the 18<sup>th</sup> August to run a children's gospel and associated activities has been granted following references being followed up. Clarification was provided by the organisers in relation to their specific requirements. Permission has therefore been granted for 1 day only as a trial for this year. If the event proves a success, further dates can be considered in the future.

#### b) Hatch Rec

The overall health and condition of the Christmas tree continues to be assessed by the providing company. Some dead wooding has been carried out with reassurance provided that the tree remains in good health. It will continue to be monitored.

#### c) Old Rec

The youth shelter has been installed. A plastic coating has also been applied to the concrete surround of the skate equipment to address the crumbling concrete as a trial.

#### d) Wells Rec

No issues to report.

#### e) Auclum Green

A local resident raised their concerns regarding footballs being kicked against the fencing and causing damage. To date repairs have been instructed for 3 of the uprights only. The situation is to be monitored.

A request for outdoor fitness equipment within the parish was presented for further investigation. Options are to be collated for consideration by members. A suitable location is to be determined once further details are considered.

### ii) **Tree Report**

The remaining tree works identified are to be undertaken later in the year.

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

#### i) Common allotments

An inspection of the sites is to be carried out to determine which plots remain unmanaged. 30 day notice letters are to be forwarded to plot holders requesting the plot is worked or their tenancy relinquished.

An assessment of the various trees on the allotment sites is to be undertaken during the autumn period to ensure they are maintained accordingly and not causing any potential shadowing.

#### ii) Hatch allotments

An inspection of the sites is to be carried out to determine which plots remain unmanaged. 30 day notice letters are to be forwarded to plot holders requesting the plot is worked or their tenancy relinquished.

A quotation is to be obtained for an additional water trough following a request being presented by a plot holder.

## 7. **Parish Maintenance**

### i) To receive a report highlighting maintenance carried out within the parish during the previous month and determine any future maintenance required

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 receive information regarding the diversion of footpaths 15 & 24

WBC forwarded details relating to the diversion of footpaths 15 & 24 running over the Kennett & Avon Canal footbridge, south of Linear Park, Calcot. The bridge was repaired several years ago and shifted approximately 15 metres of its original

position resulting in the original footpath being across open water. To rectify the situation, a diversion is required. **Resolved** unanimously to accept the diversion as presented. WBC is to be advised accordingly.

**8a) Parish owned Properties**

**a) Pavilion**

- i) To provide an update in relation to the various options available in addressing the issue of broken windows at the pavilion

Quotes and designs for alternative windows and security of the windows at the pavilion are being sought. A full report with prices is to be presented at the next meeting for consideration.

**8b) Village Hall**

- i) To present any specific questions to the Village Hall manager for further action

Burghfield Toddler group presented a request to the committee to replace their shed, being slightly larger to what is currently in situ. Following further investigations to determine the exact measurements an email has been forwarded to the toddlers asking they investigate an alternative solution as the increase in size is deemed to potentially encroach the external space considerably.

Further to comments being received in relation to the temperature in the main hall, the fan speed has been reduced, and the temperature increased by 1 degree.

**9. Matters for future discussion - the format of the committee structure (parish council)**

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

Meeting closed at 21.05pm