

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Committee Meeting

**Date:** Thursday 19<sup>th</sup> March 2015 **Time:** 7.30pm  
**Place:** Committee room, Burghfield Village Hall  
**Present:** Mr I Macfarlane Miss M Cresser  
Mr R Hannington Mrs A Gallagher  
Dr R Longton Mr M Paterson-Borland  
**In attendance:** Cally Morris (Clerk)  
**Apologies:** Mr J Sayer Mr C Greaves  
Mr B Neilson

**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 19th February 2015, having been circulated, were confirmed a correct record and signed by the Chairman.

**3. Matters Arising on the Minutes**

The trees identified by WBC as being unstable on School Lane have been removed. Replacements have been planted.

**4. To update members regarding the installation of the Multi Use Games Area on the Common Recreation ground**

Works have been completed with the Multi Use Games Area being fully open for use on Tuesday 17<sup>th</sup> March. The line markings are to be painted in 5 weeks' time.

**5. To receive an update in relation to the potential transfer of ownership of Auclum Green**

The Heads of Terms from West Berks Council relating to Auclum Green have been reviewed by the parish council's solicitor. A full and detailed report has been forwarded for consideration. The relevant searches are being undertaken on behalf of the parish council by the solicitor. Upon satisfaction the heads of terms and searches are within the best interest of the parish council, the draft lease will be returned to WBC for further action.

**6. Safer Communities**

**i) Parish Maintenance**

A request was forwarded to WBC for the area surrounding the bus stop on the Reading Road, at Holly Bush Lane junction, to be tidied following correspondence being received from a local resident. WBC has advised that the matter is in hand.

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

WBC advised of complaints being received from local residents regarding intermittent anti-social behaviour at the bus stop on Clayhill Road beside the parade of shops. Members gave consideration as to whether any specific action could be taken, highlighting the previous discussions surrounding the installation of a bus shelter at this location. The parish litter warden is to be asked to patrol the area on a regular basis to ensure it remains litter free. The PCSO is to be alerted to the anti-social issues raised for further investigation.

**7. Conservation & Management of Open Spaces within the Parish**

**i) Parish Recreation Grounds**

a) Common Rec

Following a request by members to investigate the potential in extending the car parking area within the common recreation ground and introducing an entry and exit system to alleviate the parking issues being experienced on Recreation Road, a meeting was held with the immediate neighbour to discuss the proposal who supports the idea in principle. A meeting has also been scheduled with Cellweb, a specialist root protection system company, to determine whether root protection would be necessary.

The relocation of the youth shelter on the Common Recreation ground to the Old Recreation Ground is to be considered again at the May committee meeting. A larger shelter is to be purchased and repositioned near the play equipment on the common recreation ground upon completion of the external works at the pavilion.

All football games remain on hold following the damage caused to the pitch earlier in the season. The councils approved advisor reviewed the pitch with a recommendation for the verti draining and reseeding works to be undertaken earlier, at the end of March.

Friendlies have been scheduled for both July and August. An individual assessment of the condition of the pitch and suitability for play each weekend is to be undertaken by an independent person. Their decision will be final, being determined a minimum of 12 hours prior to play.

The Wilink School are to be asked to remind pupils not to drop their litter on route to school after visiting the local shops.

b) Hatch Rec

Permission was requested from the Burghfield Residents Association to hold events on the evening of Friday 8<sup>th</sup> May and Saturday 9<sup>th</sup> May with confirmation that the relevant insurances are in place.

Proposed to grant permission subject to the favourable weather conditions. Proposed by Mr I MacFarlane, seconded by Miss M Cresser and **resolved** unanimously.

The entrance gate is to be monitored to ensure the area does not become muddy.

c) Old Rec

Prices and design ideas are currently being obtained for the requested improvements to the facilities at the skate park. Details will be provided for further consideration by members once sufficient alternative designs have been obtained. A meeting has been scheduled with a number of younger residents to discuss potential designs for incorporation. A list has been received of their preferred equipment for incorporation into the overall design.

d) Wells Rec

A quotation for reseeding the grass was presented to members. The works are to be undertaken at the same time as the common recreation ground works.

ii) **Tree Report**

Further maintenance works are scheduled for School Firs and Badgers Glade during early April, weather permitting.

Prices are being obtained for a number of replacement trees within the parish for planting in the autumn.

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

i) Common allotments

Allotment rent collection day has been scheduled for Sunday 12<sup>th</sup> April between the hours of 10.00am and 1.00pm.

In various patches, the hedge line along the boundary of Chapel Path and the allotments is dying back due to ivy strangulation. Members have visited the site and discussed various options for addressing the issue. Prices are to be obtained for the stretch to be replaced with post and rail fencing and mature Hawthorn and Blackthorn bushes to rebuild the natural hedge line.

ii) Hatch allotments

No issues to report.

## 8. **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 receive an update re the proposal to erect a Memorial tablet at the War Memorial

Following advice from a family member regarding their Uncle's name on the War Memorial being incorrect, the stonemason has completed the correction.

Details relating to the process required to be undertaken for an additional stone tablet to be installed at the War Memorial to commemorate those that have fallen since WWII was presented to members for their consideration. Proposed by Mr M Paterson-Borland, seconded by Miss M Cresser and **resolved** unanimously to place an article within the next newsletter advising members of the public of the design and wording for the proposed tablet. Liaison is to also be held with the War Graves Trust and the Diocese. Upon receipt of feedback from local residents the project will be progressed accordingly.

- iii) To receive an update in relation to the installation of a Defibrillator cabinet at the village hall

Following further investigations being made into the installation of a defibrillator and cabinet on the outer wall at the village hall, a members bid was submitted by Dr R Longton. The committee were advised of the success of the grant application. A Heartsine Samaritan PAD 500P and accompanying external cabinet are to be purchased and installed as soon as possible.

- iv) To give consideration as to whether any parish noticeboards require refurbishment

Miss M Cresser presented an up to date report to members regarding the current condition of the parish owned noticeboards, highlighting ones that required refurbishment works to be undertaken. The parish handyman is to be asked to complete during the summer period. A notice advising people not to use staples is to be placed on each notice board, along with notification that all notices will be removed after a four week period. **Resolved** unanimously.

- v) To give consideration to the current condition of the footpath through the Hatch Recreation Ground and determine any remedial works required

A local resident raised their concerns regarding the current condition of the footpath running alongside Reading Road and the Hatch Recreation Ground. The pathway is prone to flooding, causing difficulty for users. Highways have been asked to review and provide suggestions to alleviate the flooding.

## 9. **Parish owned Properties – Pavilion refurbishment project**

- i) To receive quotations for the proposed external improvements

The external seating works at the pavilion are scheduled for Wednesday 25<sup>th</sup> March. Following an application for grant funding, the council were successful in obtaining £3,040 towards the overall costs of the works.

- ii) To receive quotations for the proposed internal alterations/improvements

Members present gave further consideration to the proposed improvements within the kitchen area at the pavilion. A serving hatch is to be installed with alterations to the layout, an eye level oven and hob are to be installed ensuring the facility is utilised more effectively within the community. Upon three quotations being received, a detailed report will be presented for further consideration.

- iii) To receive an update regarding the boiler pressure

Due to the continual issue with the boiler within the pavilion, the pressure level has been increased to 2.5bar and monitored accordingly. The leak has remained at a constant level. Investigations are being made by the councils appointed plumbing and heating specialist to determine whether a replacement hot water cylinder is required.

10. Village Hall

- i) To receive an update regarding the installation of PV Panels on the Village Hall roof

Installation of the PV Panels is scheduled for week commencing 13<sup>th</sup> April, being completed within 4 working days.

Three quotations are being currently being obtained for the boiler to be replaced with an air source heat pump. Once the new system is in place the PV panels will be connected and registered with the FiT Bureau accordingly. A grant application has been submitted to assist with the funding of the new boiler.

- ii) To present any specific questions to the village hall manager for further action

The projector screen is to be installed as soon as possible. Miss M Cresser advised that the Urn in the main kitchen had been left full, proving very difficult for it to be moved in any way. The village hall manger is to be advised accordingly.

11. **Matters for future discussion** – Benches on the Common Recreation Ground, replacement chairs in the village hall.

12. **Items for information only** – None

Meeting closed at 21.05pm