

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Committee Meeting

**Date:** Thursday 16<sup>th</sup> March 2017 **Time:** 8.00pm  
**Place:** Committee room, Burghfield Village Hall  
**Present:** Mr M Paterson-Borland Miss M Cresser  
Mrs C Jackson-Doerge Mrs A Gallagher  
Mr P Wilkins Mr R Hannington  
Mr B Neilson (arrived 20.05pm)  
**In attendance:** Cally Morris (Clerk) 2 members of the public  
**Apologies:** Mr I MacFarlane  
**Absent:** Dr R Longton

**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 February 2017 having been circulated, were confirmed a correct record and signed by the Chairman.

**3. Matters Arising on the Minutes**

No items were identified.

**4. To receive an update in relation to the potential development of a Community Hub on the Common Recreation Ground**

An article was included within the latest newsletter advising parishioners of the proposal, requesting feedback to assist in determining the level of interest and support within the community. Further community engagement is to be held by way of interviews at Café B, the youth councils at the local schools, the WI, Friendly Firs, local community groups and the May Fayre to collate evidence of support. A detailed report of the results obtained from the community engagement will be presented at full council once analysed.

A working party has been initiated to determine the specifics prior to instructing architects. Regular updates will be provided to the Community Committee and Full council. Miss M Cresser requested a member of the Governance & Finance Committee attended the next WI meeting to talk about the future plans of the Community hub. Mr M Patterson-Borland agreed to attend.

**5. Safer Communities**

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

The contract for the part funded PCSO within the parish ceases as of 31<sup>st</sup> March 2017. Liaison will continue with the local police to ensure areas of concern are addressed accordingly.

**ii) To give consideration to the introduction of Community Safety Wardens in conjunction with other surrounding parishes and formulate a plan of action for progression**

Member's present resolved unanimously that further investigations be made into the potential collaborative working with surrounding parishes for the introduction of Neighbourhood Wardens/Street Rangers. A meeting has been scheduled with the Basingstoke & Deane Safety Community Officers Co-coordinator to establish the success of the scheme and how it could be adapted to be successful within the local parishes. A report is to be provided at the next scheduled meeting to determine whether the project could be progressed.

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

i) **Parish Recreation Grounds**

a) Common Rec

Both Burghfield Football Club and AFC have been advised of the parish council's intention to charge an annual fee as of the 1<sup>st</sup> June 2017. Burghfield FC has expressed their support for the change. AFC are considering the financial implications with a decision to be presented prior to the end of the season as to whether they will be requiring the pitch for the new season.

The WI Commemorative bench is to be installed on the Common Recreation Ground prior to the Easter break with members present approving the suggested location.

*(Miss M Cresser declared an interest in this item due to being a member of the WI)*

Further to a request earlier in the year, a local runner has advised of her intention to hold running classes on the Common Recreation ground on a Monday evening at 5.30pm and a Tuesday/Thursday morning for 45 minutes. A copy of the required Public Liability Insurance was provided for the file. Clarification is to be obtained as to whether £10 million is required to satisfy the parish council's insurer. A copy of the instructors First Aid certification is also to be requested and held on file.

b) Hatch Rec

Further to a site meeting being held with the Christmas tree supplier to review the current condition and overall health of the tree, an offer from the supplier to refund the cost of the tree was presented to resolve the situation. The tree is to be removed upon some drier weather to ensure no damage is caused to the recreation ground. Members present thanked the clerk in ensuring the parish was reimbursed accordingly. St. Mary's Church is to be advised of the decision to remove the Christmas tree and the requirement for a temporary tree to be sought for the Carol service later in the year.

Concerns were raised in relation to the current condition of the grass at the Hatch. SCS landscapes are to be requested to undertake a review of the grass with suggestions for improvements being presented at the next meeting.

c) Old Rec

The issue of the crumbling concrete edges to the skate facility was assessed by a skate park specialist, advising that no work was required at this stage. It was suggested the situation be monitored further with a further assessment in 6 months' time.

Following the request forwarded by the Scouts for a gate to be installed between the Skate park and the Scout hut for safe passage between the two, investigations were made into the previous arrangements when a gate was installed at the location identifying that the gate had been subject to very little use. A quotation was obtained ascertaining the costs involved to be approximately £500. Proposed by Mr B Nielson, seconded by Mrs C Jackson-Doerge and **resolved** by a majority vote to install a gate to ensure the safe passage of the Scouts. A request is to be presented for the key to the gate to be made available for the Montessori Nurse ensuring children can access the facilities without the need to walk on the verge.

d) Wells Rec

No items to report.

e) Auclum Green

No items to report

ii) **Tree Report**

Further tree works have been undertaken to the outer perimeter of Badgers Glade and Oakdene.

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

i) Common allotments

No problems have been identified, with all plots being allocated accordingly. The allotment rent collection day has been scheduled for Sunday 9<sup>th</sup> April at Burghfield

Village Hall.

ii) Hatch allotments

No problems have been identified, with all plots being allocated accordingly. The allotment rent collection day has been scheduled for Sunday 9th April at Burghfield Village Hall.

**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 receive an update following the damage caused to the BT Phone box, Recreation Rd

The clerk advised that BT had caused significant damage to the door to the Red Telephone Kiosk on the corner of Recreation Road. A notice had also been placed within the kiosk advising people that it was due to be removed. BT was advised the parish council had adopted the kiosk some 7 years ago, hence why the door was screwed shut. BT has apologised for the error, advising the notice should have been placed within the phone box on the corner of Mans Hill. Written confirmation has also been obtained advising the door to the kiosk will be replaced by BT following the damage.

iii) To note any items within the parish requiring action

No further items were identified for immediate action.

**8a) Parish owned Properties**

**a) Pavilion**

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

Following a site inspection, a number of mould patches have appeared in the ceiling of the shower rooms. Upon further inspection, it was evident that the extractor flues had come away from the external piping. This has been repaired with the situation being monitored accordingly.

The parish council approved heating specialist has serviced and inspected the boiler advising the seals required replacing due to a leak.

**8b) Village Hall**

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

The main hall floor will be re-polished during the April holidays.

The vacancy for a replacement cleaner has been filled. The new cleaner commences her duties as of Friday 17<sup>th</sup> March.

A grant has been applied for to install a larger projector screen within the main hall.

The grant for all the lights within the hall to be replaced with LED's has been successful. The works are scheduled for completion during the Easter break.

Discussions were held in relation to the heating/cooling system within the hall and whether the locked box should be removed for a trial period to provide hirers with more flexibility. Investigations are to be made into whether a NEST system could be utilised with the units to enable remote access and control of the heating.

An assessment of the tables within the village hall is to be undertaken to ascertain the numbers of varying heights. A quotation is to be obtained for the replacement of the lower tables to ensure all are of the same height.

**9. Matters for future discussion – Network router, NEST system for heating at village hall.**

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

Meeting closed at 21.20pm.