

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Committee Meeting

**Date:** Thursday 21<sup>st</sup> May 2015 **Time:** 7.45pm  
**Place:** Committee room, Burghfield Village Hall  
**Present:** Mr I MacFarlane Miss M Cresser  
Mr R Hannington Mrs A Gallagher  
Dr R Longton  
**In attendance:** Cally Morris (Clerk)  
**Apologies:** Mr B Neilson Mr M Paterson-Borland  
Mr J Sayer Mrs C Jackson-Doerge  
Miss L Morse

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

**3. Matters Arising on the Minutes**

The line markings have been completed within the perimeter of the MUGA

The litter wardens were asked to patrol the area surrounding the Clayhill shops regularly to ensure the area remains clean and tidy.

The annual allotments rent collection day was held on the 15<sup>th</sup> April. All outstanding monies are being chased accordingly.

The installation of the external seating at the pavilion has now been completed.

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

All the relevant searches have been undertaken with a full and detailed review of the lease from WBC being completed by the councils appointed solicitor. The draft lease is awaiting minor amendment and will be ready for signing following the review.

**5. Safer Communities**

i) **Parish Maintenance**

WBC forwarded a request from the residents of Woodlands Ave for the removal of the grit bin. Concerns were expressed by residents in relation to the anti-social behaviour the bin attracts, in particular being tipped over and emptied on the footpath. Members present suggested that a letter is sent to all residents within the immediate vicinity to ask for their opinions as to whether the bin should be removed on a permanent basis. The residents are to be advised that a replacement would not be forthcoming should adverse weather be experienced in the future.

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

The PCSO was alerted to the anti-social issues being raised by residents of Clayhill Road, specifically within the vicinity of the shops. Additional foot patrols of the area are to be undertaken.

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

i) **Parish Recreation Grounds**

a) **Common Rec**

Following a request by members to investigate further the potential of extending the car parking area within the common recreation ground, introducing an entry and exit system to assist with alleviating the parking issues experienced on Recreation Road, a meeting was held with a specialist contractor to establish the potential number of parking spaces that could be achieved. Further site meetings have been scheduled for quotations to be obtained. An application is to be submitted to WBC for the dropped kerb onto Recreation Road. A letter is also to be forwarded to the residents of Recreation Road to advise of the proposal and determine the level of support.

Repair works undertaken earlier in the season, and the additional fertilising and reseeded, has resulted in the football pitch being in very good condition. Friendlies have been scheduled for both July and August. An individual assessment of the condition of the pitch and suitability for play will be undertaken each weekend by an independent person with the final decision being communicated to the relevant teams a minimum of 12 hours prior to play.

Burghfield FC advised of their success in obtaining a grant for 50% of the purchase price of new goal required. The parish council previously approved to fund the remaining 50%. Thanks were expressed to the FC in pursuing the grant funding. **Resolved** unanimously to purchase as soon as possible.

A request was presented by Burghfield FC for the purchase of smaller Samba goals for use on the smaller 9 a side pitch at a cost of £381. **Resolved** unanimously to purchase for immediate use.

A quotation was presented to members for the re-painting of the play unit framework at the common recreation ground play area. Proposed by Miss M Cresser, seconded by Mr Hannington and **resolved** unanimously to instruct Safe & Sound to undertake the painting during the autumn.

A clip on bin is to be purchased for attachment to the side of the MUGA. **Resolved** unanimously to purchase as soon as possible.

b) Hatch Rec

Permission was requested from St. Mary's Church for a picnic to be held on the Hatch Recreation ground on Sunday 6<sup>th</sup> July. Proposed to grant permission subject to the favourable weather conditions. Proposed by Mr I MacFarlane, seconded by Miss M Cresser and **resolved** unanimously.

An assessment of the health of the Christmas tree has been undertaken by the supplier. Samples have been sent away for analysis to determine whether a specific disease has been the cause. The supplier has suggested the tree remains in situ until the autumn where a further assessment is to be undertaken as replacing the tree prior to this will cause significant stress.

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

The improvement works to the condition of the grass have been undertaken.

e) Auclum Green

The bench relocation

ii) **Tree Report**

Further works are scheduled for School Firs and Badgers Glade. However, due to an injury, the councils appointed tree surgeon has had to delay the works until later in the year.

A number of replacement trees for planting in the autumn are being obtained.

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

i) Common allotments

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 be planted in the autumn to rebuild the hedge line.

ii) Hatch allotments

No issues to report. It was noted how well the new numbering system is working.

**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 re the proposal to erect a Memorial tablet at the War Memorial

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. An article is being prepared for the newsletter advising members of the public of the design and wording for the proposed tablet. 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

The Defibrillator and cabinet have been purchased with a date scheduled week commencing 1<sup>st</sup> June for its installation. A training session will be scheduled upon installation.

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 any refurbishment works required. The parish handyman is to be instructed to remove all the staples and repaint the surfaces. A notice is to be placed on all noticeboards advising that staples are not to be used and that notices will be removed after one month.

v) To receive an update following a site meeting regarding the current condition of the footpath through the Hatch Recreation Ground and determine any remedial works required

A site meeting was held with highways following concerns being expressed regarding the condition of the footpath running along Reading Road and the Hatch Recreation Ground. The pathway is prone to flooding, causing difficulty for users. Highways suggested the area be built up with additional material and timber edgings installed to help address the flooding issues. Members present **resolved** unanimously to instruct highways to undertake the required works as soon as possible.

**8. Parish owned Properties – Pavilion refurbishment project**

ii) To receive an update regarding the proposed internal alterations/improvements

Members present gave consideration to the proposed improvements within the kitchen area at the pavilion. Three quotations had been received with a detailed report being presented to members for their consideration. Members duly scrutinised the quotations for both accuracy and adherence to the specification supplied. Proposed by Mr I Macfarlane, seconded by Dr R Longton and **resolved** unanimously to instruct Cranston & Hamblin to undertake the works in accordance with the quotation provided as soon as possible.

ii) To receive an update regarding the boiler pressure

Following further investigation by the councils appointed plumbing and heating specialist, additional leak sealant was applied to the system with continual monitoring. Should the sealant prove unsuccessful quotations for alternative boiler systems that do not require continual topping up will be obtained.

- iii) To give consideration to the request received from a local resident regarding the use of the pavilion after school

A request was received from a local resident requesting use of the sorts pavilion after school, specifically for the use of the toilets for children using the park and play area. The suggestion is to be revisited upon completion of the internal kitchen works.

**9.** Village Hall

- i) To receive an update regarding the replacement boiler and PV Panels

Three quotations were obtained and considered by the Governance & Finance committee for the replacement heating system in the main hall. Air conditioning cassette systems are to be installed in the main hall and side committee room as soon as possible. A grant application was submitted and successful for £4,000 to assist with funding the new system.

- ii) To give consideration to the options presented for alternative seating at the village hall

The item was deferred until the next scheduled committee meeting due to the village hall manager being absent due to illness.

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

The item was deferred until the next scheduled committee meeting due to the village hall manager being absent due to illness.

**11. Matters for future discussion – Benches within the parish**

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

Meeting closed at 21.14pm