

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date:	Thursday 19th November 2015	Time:	7.30pm
Place:	Committee room, Burghfield Village Hall		
Present:	Mr I MacFarlane	Miss M Cresser	
	Mr M Paterson-Borland	Mrs A Gallagher	
	Mr R Hannington	Dr R Longton	
	Mr B Neilson		
In attendance:	Cally Morris (Clerk)		
Apologies:	Mr J Sayer	Mrs L Sharp	

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

3. Matters Arising on the Minutes

The wear pads required at the roundabouts at both the Wells and the Common recreation ground are to be installed week commencing 23rd November.

The replacement Christmas tree has been installed and will be monitored.

The Facebook page for the Skate Park improvements has been developed. A date for it to go live is to be determined.

4. Safer Communities

i) Parish Maintenance

To give consideration to any potential impact within Burghfield following the release of the WBC Budget Proposals for 2016/2017

- 1. Public transport:** WBC currently provides around £1.4m each year in supporting local bus services and is seeking to reduce this by £320,000 next year. Route 75 between Newbury and Beech Hill is proposed to be withdrawn entirely during the next 12 months.
Members present reviewed the associated documentation, confirming the impact within Burghfield to be minimal. However, a request for the service to be retained once a week instead of the current two is to be presented.
- 2. Rural Highways Grass Cutting:** WBC propose that one cutting cycle from the rural verge cutting regime and so the number of cuts will reduce from three to two annually. This will save approximately £10,000 per annum. There will also be a reduction in Strimming and blowing after grass cutting and reduced small area cutting, e.g. around the base of signage and other highways structures.
Members present reviewed the documentation, giving due consideration to the impact within Burghfield. Concerns were raised regarding visibility and highway safety. Reassurance is to be sought that areas identified for action are addressed as soon as possible. Emphasis is to be placed on Burghfield being a predominantly rural parish with a number of rural roads requiring maintenance to ensure that both visibility and road safety are maintained at all times.
- 3. Waste Management – Street Cleansing:** The proposal is to reduce the amount of street cleansing services provided including, the reduction of weed spraying from three to two times a year, the frequency of cleaning around mini recycling centres, frequency of washing some litter bins from twice to once a year and the frequency of

litter picking or street cleansing. This will save approximately £100,000. Members reviewed the associated documentation, giving consideration to any impact, specifically within Burghfield. Concerns were raised regarding public health issues surrounding the reduction in cleanliness around litter bins, particularly regarding vermin. Comments are to be submitted to reflect the concerns raised.

4. Mobile Library Service: Visit to the two mobile library vehicles has reduced by 45% since 2005 with the number of items borrowed reduced by 25% in the last year. It is proposed to reduce the service to one staffed vehicle and increase the At Home service. Members present gave consideration to the potential reduction in the mobile library service and its implication to Burghfield. Members expressed concern regarding the proposed reduction; particularly alongside the proposal to close the library believing the service to be of increased value should the library close.

Library: WBC proposes to merge Burghfield Common library with Mortimer library into one building located in Mortimer.

Members considered the implications the closure of the library would have within the local community. Members were strongly opposed to the potential to close the library for the following reasons:

- The closure would affect the most vulnerable sectors within the local community
- Transportation to Mortimer proves very difficult, especially for the more vulnerable groups coupled with a reduced bus service to and from Mortimer
- The library serves not only Burghfield but the neighbouring parishes such as Sulhamstead and Wokefield
- Usage figures obtained identify an upward trend in usage of the library during previous years
- Burghfield is targeted for receiving a significant increase in housing. The need to ensure the library service is retained becomes greater with the increase in residents within the parish and immediate area
- The location of the library is within close proximity to a number of education providers of varying ages, including a secondary school serving the surrounding area

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

A meeting was held between the three parishes and the Inspector to address any concerns and questions relating to the partially funded PCSO contract and its renewal scheduled for 1st April 2016. The main priorities and expectations for the role within the three parishes were reiterated for progression. Following approval by full council members to continue with the PCSO from 1st April 2016, the importance of the current contract being amended to ensure all ambiguity is removed was reiterated. A meeting is to be scheduled to progress the required amendments as soon as possible.

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

i) **Parish Recreation Grounds**

a) Common Rec

Members present gave consideration to moving the bench currently located on the common recreation ground by 15ft to the left to address the mud immediately in front. Members present **resolved** unanimously to leave the bench in its current location and install paving slabs to address the mud issues.

The approved modifications to the Youth shelter are scheduled to be undertaken week commencing 23rd November.

b) Hatch Rec

The Christmas tree has been planted and is to be monitored accordingly by the supplier. The lights for the tree are scheduled to be hung week commencing 23rd November. St. Marys Church, Burghfield have kindly agreed to take responsibility for the lighting of the tree in preparation for the upcoming carol service.

c) Old Rec

The Facebook page for the refurbishment of the skate park is in progress and awaiting a date to be set to go live.

The online survey, via Survey Monkey, is in the process of being set up to specifically request parishioner's views and ideas regarding the refurbishment of the skate park. A link is also to be available via the Facebook page.

Members present gave consideration to a quotation received for the surface painting of the existing ramps. Members present resolved unanimously to delegate powers to the clerk to instruct a suitably qualified contractor up to the value of £1,000 to undertake the required works as soon as possible.

Further consideration is to be given to the introduction of a small play area, predominately for toddlers at the Old Recreation ground. Investigations are to be made in conjunction with the skate park improvements. Liaison is to be held with RoSPA to determine any safety issues.

d) Wells Rec

No issues to report

e) Auclum Green

Maintenance of the site is going well with a number of positive reports having been received.

One of the small fence pails had been removed during the weekend leaving an exposed nail, the parish handyman was able to rectify first thing Monday has now commenced via the parish handyman.

ii) **Tree Report**

The additional works on Reading Road identified have been scheduled to be undertaken at the same time as the work required at the far east corner of the common recreation ground.

The request to increase the budget for "Tree Surgery" for 2016/2017 to £7,500 was presented and approved accordingly for inclusion within the budgeting process.

A further request has been presented by a former parish council chairman, Mr D Mundy, for the Oak tree planted in commemoration of his service to be preserved indefinitely by way of a TPO. The request was previously presented to WBC for their consideration where they advised the tree did not meet the required criteria to warrant being covered by a TPO.

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

i) Common allotments

All plots are currently occupied. A waiting list has been compiled for future requests.

ii) Hatch allotments

All plots are currently occupied. A waiting list has been compiled for future requests.

Concerns were raised in relation to the reduced visibility due to an overgrown hedge on the boundary of Theale Road and Sulhamstead Road belonging to the property Burneside. A letter is to be forwarded to the resident requesting it is cut back as soon as possible to address the highway safety concerns raised.

A request had been received for a bench to be installed at the Oak tree at the entrance to the Hatch allotments. Members gave due consideration to the request. Liaison is to be held with Mr Mundy to determine the exact style and location.

Permission was sought from Mr D Mundy to allow the scattering of his wife's ashes at the Hatch allotment ground. Members present resolved unanimously to grant permission.

6. 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) WBC consultation on Winter Maintenance proposals for 2016/2017

From November 2016, WBC is proposing that salt bins on the public highway will no longer be provided or refilled by WBC. The two proposals are for bins owned by PC's to be no longer refilled free of charge and secondly, all WBC owned bins will

be removed unless the parish council is willing to take on responsibility for their maintenance.

Members gave consideration to the proposals presented, raising their concerns at the potential to withdraw the provision of grit bins within the parish. Members expressed the service as being vital within the local community in ensuring residents safe passage to both work and local services.

7a) Parish owned Properties – Pavilion refurbishment project

i) To receive a report following the recent damage caused to the pavilion

Members were alerted to the recent vandalism experienced at the pavilion. Damaged caused included the breaking of two windows and the CCTV camera being smashed. The police were alerted and CCTV images obtained. The case is currently being investigated with identification of the perpetrators hopeful.

ii) To give consideration to the introduction of a cancellation policy for football games

Members present gave consideration to the introduction of a 7 day cancellation policy for football games to ensure the pitch it utilised as much as possible during the season. The policy is to take into account unforeseen changes such as opposition cancellation, the weather and fixture alteration as bookings from the local FA are inconsistent.

iii) To determine the future use of the lockers in the pavilion changing rooms

Members gave consideration to the lack of use of the lockers in the pavilion changing rooms. The Willink School are to be contacted and asked if they would be able to make use of the lockers.

7b) Village Hall

i) To receive an update regarding the potential installation of public access Wi-Fi

Further to a request for public access Wi-Fi to be available for hirers of the village hall, further investigations have been made. A suggestion was presented for BT Hotspots to be created in both the West Wing Committee room and the main hall. Investigations are being undertaken with regard to changing the current supplier to ensure the needs are met accordingly. A full report will be presented in January.

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

Specific dates for defibrillator training were presented for consideration. Members requested that the following dates be advertised in the parish newsletter:

Tuesday 26th January & Sunday 31st January were determined as suitable dates. The dates are to be advertised within the parish newsletter, Facebook and the parish website.

iii) To update members regarding the installation of built in cupboards within the main store room

Two quotations had been received for the built in cupboards within the main store. A further quote has been requested with members approving a maximum spend for the work required. It is anticipated the works will be undertaken during the first week of January. **Resolved** unanimously to delegate the final decision to the Clerk. The clerk is authorised to instruct a suitably qualified contractor to undertake the works required as soon as possible.

11. Matters for future discussion

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

Meeting closed at 21.12pm