

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date: Thursday 17th November 2016 **Time:** 7.45pm
Place: Committee room, Burghfield Village Hall
Present: Mr I MacFarlane Miss M Cresser
Mrs C Jackson-Doerge Mr M Paterson-Borland
Mr P Wilkins Dr R Longton
Mr R Hannington Mr B Neilson
In attendance: Cally Morris (Clerk)
Apologies: Mrs A Gallagher

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 20 October 2016, having been circulated, were confirmed a correct record and signed by the Chairman.

3. Matters Arising on the Minutes

The tree works required at Blands Court and School Lane have been rescheduled for the beginning of December.

A meeting has been held with one of the football clubs to advise of the intention to introduce an Annual Fee next season.

WBC has been alerted to the issue of overhanging vegetation on Reading Road.

The showers at the Pavilion are now in full working order.

4. To give consideration to any financial implications following the updated WBC budget proposals for financial year 2017/2018

Members present gave consideration to the proposed cuts from WBC affecting services within the parish directly. It was noted that the remit of the parish council, particularly with regard to environmental issues, is set to increase. Further maintenance will be required to ensure the parish remains clean, tidy and litter free. A request is to be presented for an increase in the maintenance budget accordingly.

5. Safer Communities

i) Policing & Anti-Social behaviour

Following the resignation of PCSO Jordan Bruce, the partially funded PCSO for Burghfield, Sulhamstead and Mortimer, Thames Valley Police have advised that a replacement is still being sought.

ii) To receive an update in relation to the PCSO Contract

Discussions continue with Thames Valley Police to address the concerns and errors highlighted within the revised contract for the PCSO, effective 1st April 2016. Until the concerns are addressed, the contract is to remain unsigned.

Details relating to discussions held by the Governance & Finance committee were presented, highlighting their concerns regarding the contract being value for money. Members present concurred with the thoughts of the Governance & Finance committee. A full proposal is to be presented to the full parish council at the January meeting for consideration to be given to whether the parish council wish to proceed with the contract. **Resolved** unanimously.

6. Conservation & Management of Open Spaces within the Parish

i) Parish Recreation Grounds

a) Common Rec

The self-closing mechanism on the gate from the play area to the playing field has ceased working. Safe & Sound are assessing the damage to ascertain whether the gate can be repaired or requires full replacement.

b) Hatch Rec

No issues to report

c) Old Rec

No issues to report

d) Wells Rec

No issues to report.

e) Auclum Green

The self-closing mechanism on the gate from the play area to the playing field has ceased working. Safe & Sound are assessing the damage to ascertain whether the gate can be repaired or requires full replacement.

A request for outdoor fitness equipment within the parish was received for further discussion and consideration. The concept was discussed by members at the full council meeting in November where full support for the idea was expressed. A Members Bid of £5,000 is to be submitted by District Cllr Mrs C Jackson-Doerge for consideration by WBC. Members discussed potential locations for the outdoor equipment. A list of equipment that could be obtained for £5,000 and the footprint required for its installation is to be determined for consideration at the next meeting.

ii) **Tree Report**

Further works are scheduled for early December to include the area behind Blands Court and on the border of school Lane.

A variety of bulbs have been planted at the Burial Ground to ensure colour during the Spring. Quotations are also being sought for further trees at the site.

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

i) Common allotments

No problems have been identified with all plots being allocated accordingly.

ii) Hatch allotments

No problems have been identified with all plots being allocated accordingly.

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 note any items within the parish requiring action

Two litter bins are to be purchased for installation at the lay by in School Lane and at Auclum Green, by the noticeboard. **Resolved** unanimously to purchase and install as soon as possible.

8a) Parish owned Properties

a) Pavilion

i) To provide an update in relation to the security of the windows

Liaison has been held with the glazier to ensure all broken windows are replaced at the same time as the security mesh being installed to ensure no further breakages. Installation is scheduled for 6th December.

ii) To consider the options regarding the issue of keys for the football teams

The football teams have on a number of occasions been unable to gain access to the Pavilion due to an issue in obtaining the keys. Members present **resolved** unanimously to provide a key code box for installation at an agreed location as a back-up should the keys not be accessible.

- iii) To receive an update in relation to the use of the pavilion by Café B

Café B has advised that during the winter period the café will only open on a Saturday morning for the provision of hot drinks during football. Friday openings are to resume in the Spring.

9b) Village Hall

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

Further to discussions held at full council by members at the November parish council meeting, a request has been presented to the District Cllr for a members bid of £5,000 to be applied for to replace all lighting within the village hall with LED's.

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

The Village Hall Manager presented the information received from the Toddler Group in relation to their request for the installation of a replacement shed. Concerns were raised due to the change in size and location of the shed as well as any potential disruption to other hirers during the installation.

Members present expressed concerns regarding the footprint of the proposed shed being larger than originally specified. The Toddlers are to be advised that the replacement shed is to be on a like for like basis only. To ensure the shed remains butted up to the side wall, a breather felt is to be investigated to address the damp occurring on the side of the structure.

A further request was presented by the Toddlers for use of the overhead cupboard within the store room. Concerns were raised with regard to the cupboard requiring the use of step ladders to gain access. Due to Health & Safety reasons, the committee **resolved** unanimously not to grant permission for use of the additional storage.

10. To determine specific funding required for any potential projects by the Community committee in the next financial year 2017/2018

Members present gave consideration to any specific projects requiring funding for financial year 2017/2018 for inclusion within the draft budget.

- Increase in the maintenance budget to ensure additional services required are undertaken, specifically devolved services from WBC.
- Additional street furniture – Litter bins, seating at the bus stop by The Close

11. Matters for future discussion - None

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

Meeting closed at 20.45pm