

# BURGHFIELD PARISH COUNCIL

## Minutes of the Community Committee Meeting

**Date:** Thursday 16<sup>th</sup> November 2017 **Time:** 7.30pm

**Place:** Committee room, Burghfield Village Hall

**Present:** Mr I MacFarlane (Chair) Dr R Longton  
Mr R Hannington Mr M Paterson-Borland  
Mr D Kellaway Mrs A Gallagher  
1 member of the public

**Apologies:** Miss M Cresser Mrs C Jackson-Doerge  
Mrs C Redding (Village Hall Manager)

**Absent:** 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 19 October 2017 having been circulated, were confirmed a correct record and signed by the Chairman.

**3. Matters Arising on the Minutes**

Comments in relation to the WBC Street Cleansing and litter picking consultation were submitted highlighting the concerns raised by the committee at the previous meeting.

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

A meeting with local Architects has been held to undertake a full assessment of the current building and determine its suitability for extension. It is anticipated initial designs will be obtained for presentation at the January meeting for discussion.

**5. To receive an update regarding the annual contributions to the Willink Leisure Centre and determine any actions arising**

Sulhamstead Parish Council advised of their intention to renegotiate their contract rather than withdrawing as initially discussed. A meeting is still awaited with all funding parties to determine the current position and discuss the future of the centre.

**6. To receive an update in relation to S106 projects identified within the parish**

The Clerk provided a verbal update of S106 projects to date further to site visits being undertaken by WBC:

- Path at Hatch and corner of Hatch and Sulhamstead Road
  - Enquiry made to drainage specialist about the site, and three possible options for consideration
  - Detail design to be started subject to the above
  - Possibility of creating an accessible hardstanding, with short section of standard height at the westbound bus stop near the Rec, to complement potential improvements at the junction

**Resolved** unanimously by the Infrastructure committee to recommend the Community Committee request the installation of a hardstanding.

**Resolved** unanimously to support the recommendation presented by both the Infrastructure Committee and WBC. The pathway is to be raised approx. 50mm above the existing surface level. Costings are to be obtained accordingly.
- Bridleway between School Lane and Stable Close

- Status of path checked and comments received from Highway
- Comments received from WBC Public Rights of Way regarding condition of bridleway and maintenance liabilities; further response awaited from PRoW  
**Resolved** unanimously by the Infrastructure committee for the recommendation that a further request is presented for low level lighting to be installed as part of the overall enhancement programme.  
**Resolved** by the Community Committee to support the recommendation presented by the Infrastructure committee.
- Man's Hill - west side potential footpath
  - There is an existing footway on the opposite side of Man's Hill and a dropped-kerb crossing point where the footway from St Marys Way emerges. The public highway extends up to the fences of the adjoining properties. However there are three lamp columns and a number of established trees on this land, plus signs at the junction with Reading Road.
  - WBC suggested the following: (a) cutting back around the mouth of the exit from St Marys Way to improve visibility at the existing crossing point and (b) cutting back around the existing lamp columns to improve visibility and encourage use of the existing footways. WBC does not feel that the construction of an additional pavement on the west side would be a use of S106 money.  
**Resolved** unanimously by the Infrastructure committee to accept the recommendation presented by WBC  
**Resolved** unanimously to accept the recommendation from the Infrastructure committee and WBC accordingly.
- Footpath between Springwood Lane and Bunces Lane, and Site 5 Reading Road-St Marys Church
  - Status of path checked, enquiry made of WBC Public Rights of Way; response awaited from PRoW
  - Enquiry made to drainage specialist about the site, and three possible options for consideration, awaiting response.  
**Resolved** unanimously by the Infrastructure Committee that a request is presented to WBC for the barriers reinstated on Springwood Lane are moved to the other side due to a large gap having been created by the installation of a new BT manhole.  
**Resolved** unanimously to accept the recommendation from the Infrastructure committee

## 7. Parish owned Properties

### a) **Village Hall**

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

A request was presented by the Toddler group for a sign to be erected on the front railings during open hours. **Resolved** unanimously to grant permission.

- ii) To receive an update in relation to the parking situation

An order has been placed for amended signage to be erected within the car park. It is anticipated the new signage will be installed prior to the Christmas break.

- iii) To receive an update regarding the narrowing the walkway/entranceway between the car park and Recreation Road

A site meeting has been held with Highways to determine whether they would be able to assist in narrowing the entranceway. Upon receipt of the costings involved, a recommendation will be presented for further consideration.

### b) **Pavilion**

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

Boiler pressure continues to be an issue, having a knock on effect with both the heating and hot water. Weekly monitoring is being undertaken to ensure the situation remains under control.

Anti-social behaviour continues to be an issue at the pavilion. Incidents have been reported to the police with CCTV footage obtained.

8. **Safer Communities**

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

The police have advised of their intention to hold a public meeting on the 21<sup>st</sup> November 2017 to form a CIAG (Community Incident Action Group) consisting of members of the public willing to act as the “ears and eyes” within the parish, providing necessary evidence for convictions.

Members were alerted to concerns raised by a local resident in relation to ASB and grit bins, specifically in Woodlands Ave. It was noted that the residents of Pine Ridge Road had previously been consulted as to whether the grit bin should remain or be removed. The response, at the time, was in favour of the grit bin remaining. After much discussion, members **resolved** unanimously to request WBC move the bin, at an anticipated cost of £45, to the junction of Woodlands Ave.

The clerk advised that an order was being placed for the refilling of the grit bins in the parish prior to the colder weather.

ii) **To receive and update in relation to the potential for Community Safety Wardens in conjunction with surrounding parishes and formulate a plan of action for progression**

A meeting was held with Theale Parish Council to progress the project with a further visit having been arranged with Newbury and Aylesbury, who currently operate a similar scheme. A report is to be presented after the visit.

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

i) **To give consideration to the potential Devolution of services by WBC and determine any specific services the parish council would like to undertake**

A meeting is to be scheduled with WBC to determine the list of community assets available for transfer within the parish.

A list of equipment suggested by WBC for the volunteer days is to be obtained to assist the parish in applying for grant funding.

ii) **Parish Recreation Grounds**

a) **Common Rec**

Consideration was given to the condition of the safer surfacing surrounding the multi play unit due to potential health and safety concerns arising in the near future. Quotations are to be obtained, with various options, for presentation at the next scheduled meeting.

b) **Hatch Rec**

St Mary's advised that Englefield Estates had agreed to provide a temporary Christmas tree for erection at the Hatch during the weekend of 4<sup>th</sup> December. The clerk is to oversee its installation to ensure minimal ground damage is caused.

Mr R Hannington advised that he would undertake the Hedge cutting along the Reading Road at the Hatch triangle on behalf of the parish. Members expressed their thanks to Mr Hannington.

c) **Old Rec**

There had been a number of incidents of anti-social behaviour noted at the site, including bottles being smashed over equipment and pallets broken. The site is inspected regularly to ensure it is addressed as soon as possible.

d) **Wells Rec**

Weekly play area checks continue with no issues to report.

e) **Auclum Green**

Weekly play area checks continue with no issues to report.

ii) **Tree Report**

Further works are scheduled for the New Year in accordance with the parish council's tree management plan.

Further to correspondence received from a resident of Badgers Glade expressing their concern regarding the ditch and its proximity to his property, further

investigations are currently being made. Upon the relevant details having been obtained, specific legal advice is to be obtained.

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

i) Common allotments

No issues to report.

ii) Hatch allotments

No issues to report.

**10. Parish Maintenance**

i) To receive a report highlighting maintenance carried out within the parish during the previous month

A verbal report to members highlighting the maintenance that had been carried out within the parish during the previous month was provided.

ii) To receive an update regarding the current condition of parish noticeboards and give consideration as to whether any replacements are required

The orders have been placed accordingly and await delivery.

iii) To note any items within the parish requiring action

Members present expressed their concerns following the recent hedge cutting along Reading Road by the new tenant of Green Farm. Particular concerns were raised regarding the wildlife and natural habitat with a request for the landowners to be contacted to discuss in further detail.

**11. Matters for future discussion –**

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

Meeting closed at 21.05pm.