

BURGHFIELD PARISH COUNCIL

Minutes of the Community Committee Meeting

Date:	Thursday 17th September 2015	Time:	7.45pm
Place:	Committee room, Burghfield Village Hall		
Present:	Mr I MacFarlane	Miss M Cresser	
	Mr M Paterson-Borland	Mr B Neilson	
	Mr R Hannington		
In attendance:	Cally Morris (Clerk)		
Apologies:	Mr J Sayer	Dr R Longton	
	Mrs A Gallagher	Mrs L Sharp	
	Mrs C Jackson-Doerge		

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 23rd July 2015, having been circulated, were confirmed a correct record and signed by the Chairman.

3. Matters Arising on the Minutes

Feedback from residents of Woodlands Ave regarding the potential removal of the grit bin has been collated and will be presented during the meeting for consideration.

Following a site meeting with Thames Water regarding the extent of hedge line proposed for removal to enable repair works to be undertaken, the works have now been completed. Thames Water advised they were able to complete all works without removing any of the hedge line.

Letters were distributed to the residents of Recreation Road regarding the potential extension to the car parking area. Feedback will be provided later in the agenda.

The clip on bin on the side of the MUGA has been installed.

2 wheelchair access picnic benches have been installed on the Common Recreation ground.

The replacement goal posts have been purchased with new sockets installed accordingly.

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

All documentation relating to the lease for the transfer of ownership for Auclum Green has been signed and the transfer completed. A copy of the finalised agreement is to be forwarded by the council's solicitor. Maintenance by the parish council handyman of the site will now commence.

5. Safer Communities

i) Parish Maintenance

No further items were identified for consideration.

ii) Policing & Anti-Social behaviour

Regular meetings are being held with the partially funded PCSO to ensure any areas of concern are being addressed. The Police have advised of their scheduled attendance at the next parish council meeting.

6. Conservation & Management of Open Spaces within the Parish

i) **Parish Recreation Grounds**

a) Common Rec

The weekly play inspection has highlighted the wear and tear to the safer surfacing under the roundabout, leaving patches of concrete exposed. Quotations are being obtained.

Following a request from a local resident to give consideration to paving the entrance to the Common recreation ground from School Lane, an assessment of the area was undertaken in conjunction with the local PCSO. Members present **resolved** unanimously to extend the paving area to ensure a clean access route.

A local resident has asked the area immediately in front of the memorial bench to the south of the sports pavilion to be paved to address the increasing area of mud. Members present **resolved** unanimously to install Grasscrete at the base of the bench to alleviate the mud.

Consideration was given to the condition of the youth shelter and a preferred date for the previously approved amendments to be completed. **Resolved** unanimously to instruct Safe & Sound Playgrounds to undertake the improvements as soon as possible.

Confirmation that the 9 a side matches are to commence as of Saturday 19th September was provided. The pitch has been marked out accordingly, running alongside the full sized pitch.

Consideration was given to alternative storage solutions for the goal posts at the pavilion following concerns being expressed regarding the ease of removing and putting back in the current storage unit without causing damage. Resolved unanimously by members present that a hanging system be installed with lockable brackets to maximise security. A cover is also to be investigated.

Following a complaint from a local resident, all football teams have been spoken to with regard to the use of foul language and lack of respect to the neighbouring properties. Reassurances have been provided by the teams that members will refrain from swearing, in accordance with the FA Respect Code of Conduct. Away teams have also been reminded of their obligations in relation to the charter.

b) Hatch Rec

The Memorial Bench has been installed with thanks being expressed by the family.

The replacement Christmas tree is to be planted early November.

The repair works to address the water leak have been completed. The surfacing is to be monitored to determine whether it requires any further works during the winter period.

Further to the request for a small group of under 9's to train on the Hatch Recreation ground on a Thursday evening during September and November, the committee were advised it was no longer needed. Thanks were expressed by the groups concerned.

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.

Concerns were raised in relation to the safety of the surfacing of the skate ramps. Following a professional opinion being sought to determine the remedial works required, Safe & Sound Playgrounds have been instructed to review and undertake any further remedial works required.

A notice is to be erected on the barrier at the Old Rec advising it is for Emergency access only to discourage parking by users of Tesco's.

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

The playground report has highlighted that the springer seat is loose. The contractor has been instructed to undertake the required repairs to ensure full compliance with health & safety requirements.

e) Auclum Green

Following the completion of the transfer, plans are in place for the maintenance of the site with a meeting arranged to determine any immediate works required.

Further to the request received by a resident of Highfield Court to trim back overgrown vegetation bordering their boundary fence, West Berks Council have advised they will undertake the required works.

ii) **Tree Report**

The councils approved tree surgeon advised the scheduled works within Badgers Glade were completed during August 2015.

The request to transfer further funds to the "Tree Surgery" budget heading has been presented to the Finance committee for their consideration.

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

i) Common allotments

All plot holders were sent a letter requested consideration be given to local neighbouring properties when lighting bonfires.

All plots are currently taken. A waiting list is to be compiled for any future requests received.

ii) Hatch allotments

All plots are currently taken. A waiting list is to be compiled for any future requests received.

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 feedback following consultation with local residents regarding the grit bin in Woodlands Ave

Letters were circulated to the residents of Woodlands Ave requesting their feedback following a request from a local resident for the removal of the grit bin located near to number 11 and 13. 30 letters were sent in total, with 7 replies received. 5 were in favour of the grit bin remaining and two requested its removal. **Resolved** unanimously to leave the grit bin in its current location.

8. Parish owned Properties – Pavilion refurbishment project

i) To receive an update regarding the trial use of the pavilion by Café B as a take-a-way booth during the summer holidays

Café B has trialed a take-a-way booth from the Pavilion during the summer holidays on a Thursday and Friday afternoons. Feedback received to date has been extremely positive from both Café B and social media within Burghfield. A meeting has been scheduled for later in the month upon the collation of feedback from users of the booth. A detailed report is to be prepared for the next scheduled meeting.

ii) To give consideration to the quotation received or the installation of a water fountain

A quotation was obtained for a drinking water fountain to be installed within the foyer of the pavilion for consideration by members.

ii) To give consideration to the quotation received for alternative storage solutions for the football goals

Various alternative storage solutions of the football goals were considered by members present. Resolved to proceed with a hanging system on the rear of the pavilion. The line marker is to be stored in a lockable shed at the rear of the village hall. The green bins are to be removed from the rear of the pavilion.

9. Village Hall

i) To receive an update re the alternative seating at the village hall

An order for the new seats will be placed once the works within the storage cupboard have been completed. It is anticipated that the new seats will be in place prior to Christmas.

ii) 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 full report is to be presented at the next meeting for further consideration.

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

Specific dates are to be determined for defibrillator training. The sessions will be publicised in the parish newsletter.

An alternative coffee machine is to be purchased for the West Wing Kitchen. Investigations are to be made to determine a local organisation that would benefit from the existing coffee machine.

11. Matters for future discussion – outside seating area on the common rec

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

Meeting closed at 20.50pm