

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall on **Thursday 10th March 2016**, commencing at 7.45p.m.

Present: Mr P Lawrence, Mrs T Hipwell, Mr D Godwin, Mr I McFarlane, Miss M Cresser, Dr R Longton, Ms A Trueman, Mr C Greaves, Mr P Wilkins, Mr D Godding, Mr M Paterson-Borland, Mr N Morse, Mr B Neilson, Mr R Hannington

In Attendance: Clerk to the Parish Council, the Village Hall Manager and 14 members of the public

Apologies: Mrs L Sharp, Mrs A Gallagher, Mrs C Jackson-Doerge, Mr J Sayer

Open Meeting

Mr N Hougham spoke to members present of his desire to set up a Burghfield Historical Society, requesting sanction from the parish council to enable further research and progress the venture accordingly. Members present expressed their support for the venture with a request for the Communications committee to assist and work alongside Mr Hougham accordingly.

Mr G Townsend advised the council of his wish to organise a Beer Festival for Burghfield. The chairman requested that the Community Committee explore the potential further.

Mr M Wood spoke on behalf of the members of public present, expressing their attendance as support for the potential development of a Neighbourhood Development Plan.

166. To receive any 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 dispensations for a Disclosable Pecuniary Interest.

Mr D Godwin Declared an interest relating to item 11 of the agenda.

167. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 11 February 2016 be approved as a true and correct record and signed by the presiding Chairman.

168. Matters Arising on the Minutes

Comments were returned to West Berkshire Council in relation to their second phase of budget cuts. The parish council reiterated their disappointment at the lack of information being forwarded by WBC, particularly of a financial nature.

Progress of the Burghfield specific app is being made. It is anticipated that the app will be ready for launch at the upcoming May Fayre.

Mortimer Parish Council has provided confirmation they are to continue with the PCSO for a further year.

Dr R Longton requested an update in relation to the area of land at the end of Birch Road. The clerk advised that contact had been made with the landowner. A progress report is to be presented at the next meeting.

169. Chairman's Report

The presiding Chairman gave a brief report on activities and events attended since the last meeting including meetings with West Berks Council to discuss the library and the children's centre in Burghfield. Mr P Lawrence also advised he had attended the public exhibition in relation to the proposal for Burghfield Park.

170. District Council Report

A written report provided by District Cllr C Jackson-Doerge and District Cllr I Morrin was read by the clerk for members information. A paper copy is to be held in the minute file accordingly for reference.

171. Village Hall

The Village Hall Manager forwarded a written report highlighting the activities at the hall during January and presented the schedule of payments for February 2016, which are appended to the minutes.

172. To receive the minutes of the Infrastructure Committee meetings held on 11 February and the draft minutes of the meeting held on 25 February 2016 and approve the recommendations there in

It was **resolved** that the minutes of the Infrastructure Committee meeting held on 11 February and the draft minutes of the meeting held on 25 February 2016, a copy of which have been circulated to all members of the council, be approved and the recommendations there in be endorsed and adopted as presented.

173. To give consideration to the recommendation presented by the Infrastructure Committee for the parish council to initiate the production of a Neighbourhood Development Plan

Members present gave consideration to the recommendation presented by the Infrastructure Committee for the initiation of a Neighbourhood Plan. After much discussion and debate amongst members, the following proposal was presented:

"The Infrastructure committee presents a recommendation to the parish council that they instigate the production of a Neighbourhood Development plan as soon as possible for implementation"

Members voted accordingly with 8 votes in favour, 5 against and 1 abstention. It was therefore resolved by a majority vote that a Neighbourhood Development Plan steering group be initiated with immediate effect.

BURGHFIELD PARISH COUNCIL

Dr R Longton, Mr D Godwin and Mr R Hannington volunteered to be on the steering group as representatives of the parish council.

Mr P Lawrence stipulated that the NDP is to be Community led; therefore the chairman of the steering group is to be a member of the Community. Mr E Minhinnick volunteered to undertake the role accordingly.

Monthly updates are to be presented at each full parish council meeting by a representative of the steering group.

174. To receive the minutes of the meeting of the Community Committee meeting held on 18 February 2016 and approve the recommendations there in

It was **resolved** that the minutes of the Community Committee meeting held on 18 February, a copy of which have been circulated to all members of the council, be approved and the recommendations there in be endorsed and adopted as presented.

175. To receive the minutes of the meeting of the Communications Committee held on 4 February and the draft minutes of the meeting held on 3 March 2016 and approve the recommendations there in

It was **resolved** that the minutes of the Communications Committee meeting held on 4 February and the draft minutes of the meeting held on 3 March, a copy of which have been circulated to all members of the council, be approved and the recommendations there in be endorsed and adopted as presented.

Members present gave consideration to the recommendation to light the Beacon in the village hall car park to celebrate the Queens 90th Birthday on Thursday 21st April. **Resolved** by a majority vote to light the Beacon and toast the Queen at 9pm following the Community committee meeting.

176. To receive the minutes of the meeting of the Governance & Finance Committee meeting held on 25 February 2016 and approve the recommendations there in

It was **resolved** that the minutes of the Community Committee meeting held on 25 February, a copy of which have been circulated to all members of the council, be approved and the recommendations there in be endorsed and adopted as presented.

177. Reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed

Miss M Cresser advised she had attended the public exhibition for Burghfield Park.
Dr R Longton advised he had attended a Wokefield Common Advisory Group meeting.
Ms A Truman had attended a meeting with Burghfield Charities.

178. Financial Matters:

i. Accounts Reconciliation as at 29 February 2016

The accounts reconciliation statements for 29 February 2016 were received and noted being appended to the minutes.

ii. Accounts for Payment.

Resolved that the items for payment shown on the list attached to the minutes be authorised for payment, such sums to be debited to the account of the Parish Council.

179. To give consideration to the arrangements proposed for the May Fayre 2015

Members gave consideration to the arrangements and items for promotion on the parish council stall at this year's May Fayre. A rota for attendance, and the manning of the Parish Council stall at the May Fayre, is to be circulated to members as soon as possible

180. To receive an update regarding the production of a Burghfield specific mobile device app

Following resolution by full council for the introduction of the parish council app liaison has been held with the App Office to progress accordingly. A list of preferred features has been compiled and forwarded for their adaption and incorporation into the Burghfield App. An update will be provided at the next schedule meeting.

181. To request any items or events from the Committee Chairman requiring any action or publicity by the Communications Committee

A request was present for the decision regarding the initiation of a Neighbourhood Development Plan be publicised by the Communications Committee. The Safer Neighbourhoods Newsletter is to be posted on the parish website.

182. To receive an update from the clerk regarding the PCSO contract renewal from April 2016

The clerk updated members in relation to the PCSO contract renewal as of 1st April 2016 following confirmation from both Sulhamstead and Mortimer Parish Council of their decision to continue for a further year.

183. To receive the PCSO report for February 2016 and consider any issues in relation thereto

The PCSO partially funded activity report for February 2015 was presented and received by members present.

184. Matters for future discussion

NDP update, WBC Budget update

BURGHFIELD PARISH COUNCIL

185. Clerks items for information

Members were updated in regard to the meetings scheduled for the rest of the month:

| | | |
|------------------------|--------------------------|--------|
| 17 th March | Community Committee | 7.30pm |
| 24 th March | Infrastructure Committee | 7.30pm |

The district Parish Conference is scheduled for Tuesday 22nd March with the following members confirming their attendance:

Mr P Lawrence, Mr P Wilkins, Mr M Paterson-Borland, Dr R Longton and Mr D Godwin

The next full parish council meeting will be held on Thursday 14th April 2016.
The Chairman declared the meeting closed at 20.48pm.

DRAFT