

# BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at the Village Hall on Thursday 15<sup>th</sup> June 2017, commencing at 7.45 p.m.

**Present:** Mr I Macfarlane, Mr C Greaves, Mr M Paterson-Borland, Miss M Cresser, Mr P Wilkins, Dr R Longton, Mr D Godwin, Mr D Kellaway, Mr D Godding, Ms T Hipwell, Mr B Neilson, Ms A Gallagher  
**In Attendance:** Clerk to the Parish Council, Village Hall Manager, 4 members of the public  
**Apologies:** Mr Paul Lawrence, Mr R Hannington, Mr T Ansell, Mrs C Jackson-Doerge, Mr N Morse, Mrs L sharp

## Open Meeting

Members of the public attended to express their concerns regarding the continued anti-social use of motorbikes within the parish. The problem has been on-going with there having been a significant increase in incidents during the warmer weather. Action from both the police and West Berks Council appears to be minimal. Local residents requested that the parish council looked at ways in which the problem could be tackled, ensuring it was communicated effectively to local residents. Mr I Macfarlane advised that a meeting had been arranged with representatives from the Police, West Berks Council, Sovereign Housing, Community Resilience team and both Burghfield and Mortimer Parish Council to brain storm solutions to the current problem. The outcome of the meeting is to be communicated accordingly.

### **042. 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

### **043. Minutes of the last Parish Council meeting**

**Resolved** that the minutes of the meeting of the Parish Council held on 11 May 2017 be approved as a true and correct record and signed by the Chairman.

### **044. Matters Arising on the Minutes**

Any matters arising are within the body of the agenda for consideration by members.

### **045. Chairman's Report**

The presiding Chairman gave a brief report on activities and events attended since the last meeting, expressing his thanks to all the members who attended the May Fayre in support of promoting the good work and previous year's achievements of the parish council.

### **046. To receive written confirmation from members present they have read and fully understood the councils Standing Orders, Financial Regulations and Code of Conduct for the ensuring municipal year**

Members present provided written confirmation that they had read and understood the councils Standing Orders, Financial Regulations and Code of Conduct. The declaration will be kept in the parish council minute book

### **047. District Council Report**

A written report was presented by District Councillor Ian Morrin.  
*(A copy of which is appended to the minutes contained within the minute book)*

### **048. Village Hall**

The Village Hall Manager forwarded a report highlighting the activities at the hall during the previous month and presented the schedule of payments for May 2017, which are appended to the minutes.

### **049. To receive the minutes of the meeting of the Infrastructure Committee meeting held on 11 May and the draft minutes of the meeting held on 25 May 2017 and approve the recommendations therein**

The minutes of the meeting of the Infrastructure Committee held on 11 and 25 May 2017 were received and the proceedings endorsed and adopted.

### **050. To receive the minutes from the last NDP Steering Committee meeting and give consideration to any specific actions points raised by the NDP Steering committee**

Dr R Longton provided a verbal update to members of the recent works undertaken by the NDP Steering Committee, advising that following the May Fayre there had been an increase in committee members.

### **051. To receive the minutes of the meeting of the Community Committee meeting held on 18 May and approve the recommendations therein**

The minutes of the meeting of the Communications Committee held on 18 May 2017 were received and the proceedings endorsed and adopted.  
Mr I Macfarlane advised of the recommendation from the committee for the erection of a plaque in recognition of Chris Mears's success at the Olympics had been approved by the Willink Leisure Centre. Costs for the plaque are estimated at £100.

# BURGHFIELD PARISH COUNCIL

Proposed by Mr M Paterson-Borland, seconded by Mrs T Hipwell with a majority vote of 10 members **resolving** in favour, 1 against and 1 abstention for the plaque to be purchased and erected accordingly. The committee reviewed the Devolution Portal and determined to complete an expression of interest for additional upkeep of the Public Rights of Way within the parish. Further liaison is to be held with West Berks Council. The committee also advised that each section within the devolution package will be reviewed separately to ascertain the responsibilities and costs involved before making any decisions going forward. Proposed by Mr C Greaves, seconded by Mr M Paterson-Borland and **resolved** unanimously that an expression of interest form be completed and returned to West Berks Council.

**052. To receive an update in relation to the potential development of a Community Hub**

The Community Hub Working Party met on the 8<sup>th</sup> June to review the questionnaire results received to date. Initial analysis showed that over 90% of respondents wish to see a Community Hub on the Common Recreation Ground within Burghfield. The working party are publishing a request for local expertise for progression of the project. Dr R Longton requested that a representative from the NDP committee sit on the working party. **Resolved** unanimously for Dr R Longton to join the working party group with immediate effect.

**053. To receive the minutes of the meeting of the Governance & Finance Committee held on 18 May and approve the recommendations there in**

The minutes of the meeting of the Governance & Finance Committee held on 18 May 2017 were received and the proceedings endorsed and adopted.

**054. To approve the proposed wording regarding Chairmanship as presented by the Governance & Finance Committee for implementation**

Members present gave consideration to the proposed wording change to the council's standing orders in relation to Chairmanship. Proposed by Mr M Paterson-Borland, seconded by Mr D Kellaway with 11 members voting in favour and 1 abstention to amend the standing orders as per proposed wording for the chairmanship role upon the council.

**055. To give consideration to Burghfield Parish Council taking on the future maintenance and care of St. Marys closed churchyard and burial ground, in accordance with the resolution passed by St. Marys Church.**

After careful consideration, members present **resolved** to:

- i) Burghfield Parish Council agrees to take on the future maintenance and care of St. Marys closed churchyard and burial ground, in accordance with the resolution passed by St. Marys Church at its meeting held in January 2017.
- ii) That an additional £10,000 is placed in its 2018/19 budget for maintenance, insurance and other incidental costs associated with the ongoing maintenance of the St. Marys closed churchyard and burial ground.

Proposed by Mr C Greaves, seconded by Miss M Cresser and **resolved** unanimously.

**056. To confirm the arrangements proposed for the Bike Ride on 18th June 2017**

Details relating to the upcoming bike ride were confirmed. Thanks were expressed to members who agreed to volunteer and assist at the event.

**057. To receive an update regarding the "Have a Field Day" on Sunday 9th July**

Details relating to the upcoming Burghfield Sports Day/Field Day were confirmed. Thanks were expressed to members who agreed to volunteer and assist at the event.

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

Dr R Longton advised he had attended a meeting with AWE and the NDP Steering Committee. Mr D Godding advised of his attendance at the NDP Steering Committee.

**059. Financial Matters:**

- i. **Accounts Reconciliation as at 31 May 2017.**  
The accounts reconciliation statements for the month ending 31 May 2017 were received and noted and are 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.
- iii. **To approve and sign the Financial Statements for financial year ending 31st March 2017**  
The Statement of Accounts for the year ended 31 March 2017 were scrutinised by the Governance & Finance Committee prior to the request being presented for their endorsement and adoption by the Parish Council. Proposed by Mr M Paterson-Borland, seconded by Mrs A Gallagher and **resolved** unanimously
- iv. **To approve and sign the Annual Return for financial year ending 31st March 2017**  
The Annual Governance statement contained within the Annual Return was scrutinised and completed by the Governance & Finance Committee upon satisfaction all points had been adhered to. Further to approval, the document was authorised to be signed by the Chairman and the Responsible Finance Officer. Proposed by Mr C Greaves, seconded by Mr D Godwin and **resolved** unanimously

# BURGHFIELD PARISH COUNCIL

**060. To consider any specific ASB or policing issues within the parish requiring action**

Members were advised the Thames Valley Police website had been updated, showing a map with crimes within the areas highlighted accordingly. Monthly reports are no longer being produced due to the discontinuation of the PCSO part funding role within Burghfield.

Following the discussion earlier in the agenda regarding ASB with motorbikes within the parish, the following motion was agreed by members:

*'Burghfield Parish Council wants to express its concern over the continued incidents of potentially dangerous anti-social behaviour perpetuated by young people on motorbikes and mopeds. They strongly urge the police to take effective action to combat this menace'.*

Members also discussed the installation of bollards to deter the speed of the motorbikes. Areas are to be identified with liaison to be held with WBC for their installation.

**061. Matters for future discussion**

Installation of offset cycle hoops within the parish.

**062. Clerks items for information**

The Clerk advised members of the meeting schedule for June:

Community Committee	-	22 <sup>nd</sup> June @ 7.30pm
Infrastructure Committee	-	29 <sup>th</sup> June @ 7.30pm

The July parish council meeting is scheduled for Thursday 6<sup>th</sup> July 2017.

**The Chairman declared the meeting closed at 21.00pm**