

# BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at the Village Hall on **Thursday 11<sup>th</sup> June 2015**, commencing at 7.45p.m.

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

**In Attendance:** Clerk to the Parish Council, Village Hall Manager and 2 members of the public  
**Apologies:** Mrs A Gallagher, Miss L Morse, Mr R Hannington

## Open Meeting

A local resident alerted the parish council to a student party held at Laguna Park on Wednesday 10<sup>th</sup> June. Excessively loud music was played until the early hours, being heard up to 5 miles away. The Environmental Health officer at Wokingham District Council was contacted with a request for an investigation to be carried out into the terms and conditions of the entertainment license granted to Laguna Park.

A local resident wished to bring to the attention of the parish council their concerns regarding the management of Badgers Glade woodland. The resident was advised that annual inspections of the area are carried out by the council's approved tree specialist with any identified works being scheduled accordingly.

### **38. 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.

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

**Resolved** that the minutes of the meeting of the Parish Council held on 14 May 2015 be approved as a true and correct record and signed by the presiding Chairman.

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

Following the elections in May and the subsequent election of committee members, there remains one vacancy upon the parish council.

The request for a mirror to be installed on the roadside near to the Guide Dogs, Reading Road, Burghfield is to be duly considered by the Infrastructure Committee.

### **41. Chairman's Report**

The presiding Chairman gave a brief report on activities and events attended since the last meeting. Mr P Lawrence advised members present of the details received regarding a revised planning application proposal for Mans Hill. The developers advised that 650 leaflet were due to be distributed to local parishioners as soon as possible.

### **42. District Council Report**

A written report was forwarded by Mr I Morrin and read by the clerk, bringing members of the parish council up to date on Burghfield issues. Mrs C Jackson-Doerge added to the report verbally with any further specific concerns relating to Burghfield.

### **43. Village Hall**

The Village Hall Manager forwarded a written report highlighting the activities at the hall during the previous month and presented the schedule of payments for May 2015, which are appended to the minutes.

### **44. To receive the minutes of the Infrastructure Committee meetings held on 14 May and the draft minutes of the meeting held on 28 May 2015 and approve the recommendations there in**

It was **resolved** that the minutes of the Infrastructure Committee meeting held on 14 May and the draft minutes of the meeting held on 28 May 2015, 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.

### **45. To receive the minutes of the meeting of the Community Committee meeting held on 21 May 2015 and approve the recommendations there in**

It was **resolved** that the minutes of the Community Committee meeting held on 21 May 2015, 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.

### **46. To receive an update in relation to the transfer of ownership of Auclum Green**

All the relevant searches have now been completed with a full and detailed review of the lease being completed by the councils appointed solicitor. The draft lease is awaiting a few minor amendments following the review. It is anticipated that it will be ready for signing by September.

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**47. To receive an update in relation to the internal improvements at the pavilion**

The internal alterations to the kitchen layout and facilities available at the Pavilion are underway. It is anticipated the works will be completed by the beginning of July. Plans are underway to initiate a take-a-way booth to open for the beginning of the school summer holidays.

**48. To receive the minutes of the meeting of the Governance & Finance Committee meeting held on 21 May 2015 and approve the recommendations there in**

It was **resolved** that the minutes of the Governance & Finance Committee meeting held on 28 May 2015 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.

**49. To receive an update regarding the "Have a Field Day" on Sunday 12<sup>th</sup> July 2015**

Plans are progressing for the scheduled "Have a Field Day" on Sunday 12<sup>th</sup> July 2015. Thanks were expressed to those who had offered their services and support for the event to date. Further volunteers were requested to ensure its full success. A task list is to be circulated to members for their assistance.

**50. To confirm the arrangements for the Annual Burghfield Bike Ride on Sunday 14<sup>th</sup> June, 2015**

Members gave consideration to the arrangements for the Burghfield Bike Ride this Sunday 14<sup>th</sup> June. Thanks were expressed to those who had volunteered their services to assist with the road marshalling and the cooking of the BBQ.

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

Miss M Cresser advised she had attended the annual meeting for the Burghfield Volunteer Bureau.  
Mr D Godwin advised that he would be collecting the Speed Indicator Device next week for use within the parish for a 10 day period.

**52. Financial Matters:**

**i. Accounts Reconciliation as at 31<sup>st</sup> May 2015**

The accounts reconciliation statements for the month ending 31 May 2015 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.

**iii. To approve and sign the Financial Statement of Accounts and the Annual return for Financial Year ending 31<sup>st</sup> March 2015**

The detailed Statement of Accounts for the year ended 31 March 2015 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 P Lawrence, seconded by Mr I MacFarlane and **resolved** unanimously.

**iv. To approve and sign the Annual return for Financial Year ending 31<sup>st</sup> March 2015**

The Annual Governance statement contained within the Annual Return was read to members and, following approval, the document was authorised to be signed by the Chairman and the Responsible Finance Officer. Proposed by Mr P Lawrence, seconded by Mr I MacFarlane and resolved unanimously.

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

No items were presented by committee chairman requiring action or publicity by the Communications Committee.

**54. To receive the PCSO report for May 2015 and consider any issues in relation thereto**

The PCSO partially funded activity report for May 2015 was presented and received by members present. A request is to be presented to the PCSO for attendance, at least on a quarterly basis, at parish council meetings.

**55. Matters for future discussion**

No items were raised by members

**56. Clerks items for information**

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

18th	Community Committee	7.30pm
25th	Infrastructure Committee	7.45pm

The next full parish council meeting will be held on Thursday 9<sup>th</sup> July 2015.  
The Chairman declared the meeting closed at 20.50pm