

# BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council held at the Village Hall on Thursday 8<sup>th</sup> March 2018, commencing at 7.45 p.m.

**Present:** Mr Paul Lawrence, Mr C Greaves, Mr M Paterson-Borland, Ms A Gallagher, Mr R Hannington, Mr D Godding, Miss M Cresser, Mr I Macfarlane, Dr R Longton, Mr T Ansell, Mr D Kellaway, Mr N Morse, Mr B Neilson, Mrs C Jackson-Doerge, Mr D Godwin, Mrs T Hipwell  
**Attendance:** Clerk to the Parish Council, Assistant Clerk to the Parish Council, 1 member of the public, Morse Webb Architects  
**Apologies:** Mrs L Sharp  
**Absent:** Village Hall Manager

## **Open Meeting**

Morse Webb Architects gave a brief presentation to members of their vision for the proposed Community Hub. Members were given the opportunity to ask questions, gaining clarification of the various timings and process for the project as a whole. A member of the public attended requesting consideration be given to space being dedicated within the new Community Hub for a Charity Shop. Details were provided of potential costings and income from the shop with members thanking the member of the public for highlighting the possibilities to them. The request is to be passed to the Community Hub Working Party for their detailed consideration.

## **175. 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

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

**Resolved** that the minutes of the meeting of the Parish Council held on 8 February 2018 be approved as a true and correct record and signed by the Chairman.

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

Meetings with the various architects have been held with the Community Hub Working party with recommendations being presented to full council accordingly.

## **178. Chairman's Report**

The presiding Chairman gave a brief report on activities and events attended since the last meeting.

## **179. District Council Report**

A written report was forwarded to members by District Cllr Jackson-Doerge, updating members of district matters, specifically those in relation to Burghfield.  
*(A copy of the report is appended to the minutes and held in the minute book)*

## **180. To note the outcome of the 2018/2019 West Berks Council Budget Consultation**

Details of the results of the West Berkshire Council Budget proposals were presented, having been included within the main body of the report presented by District Cllr C Jackson-Doerge.

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**181. Village Hall**

Due to the Village Hall Manager not being present a report is to be circulated, upon receipt, via email to members highlighting the various activities at the hall during February 2018 and the schedule of payments for February 2018, which are then to be appended to the minutes.

**182. To receive the minutes of the meeting of the Infrastructure Committee meeting held on 22 February 2018 and approve the recommendations therein**

The minutes of the meeting of the Infrastructure Committee held on 22 February 2018 were received and the proceedings endorsed and adopted.

**183. 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 the committee had asked WBC to undertake a review of their initial questionnaire and vision statement. The documents are to be forwarded to the Communications committee for their review prior to incorporating within the parish plan questionnaire.

Dr R Longton presented a request for the NDP committee to speak at the upcoming appeal for Burghfield Lakes. Upon confirmation of the following procedures having been completed, the parish council will consider the proposal as presented in full council:

- Legal advice is to be sought from WBC to determine the weight, if any, the local Planning Authority places upon a NDP and whether the NDP group are permitted to speak at the appeal prior to its plan reaching referendum stage
- The proposal is to be discussed by the NDP committee, voted upon and that decision recorded in the minutes accordingly.
- Evidence is to be provided that the opinion of the committee regarding the appeal is that of the parishioners

**184. To receive the minutes of the meeting of the Community Hub Working Party Committee held on 22 February and receive a verbal update in relation to the potential development of a Community Hub**

The minutes of the meeting of the Community Hub Working Party Committee held on 22 February 2018 were received and the proceedings endorsed and adopted.

**185. To consider the recommendation presented by the Community Hub Working Party to instruct Morse Webb architects in the development of the Community Hub**

Members present gave consideration to the recommendation presented by the Community Hub Working Party for the instruction of Morse Webb architects for the design of the proposed Community Hub. Proposed by Mr I Macfarlane, seconded by Mr N Morse and **resolved** unanimously to instruct Morse Webb with immediate effect.

**186. To receive the minutes of the meeting of the Governance & Finance Committee held on 15 February and approve the recommendations there in**

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The minutes of the meeting of the Governance & Finance Committee held on 15 February 2018 were received and the proceedings endorsed and adopted. The committee discussed target dates for the NDP being determined to ensure progress during the upcoming new financial year.

**187. To consider the recommendation presented by the Governance & Finance Committee in relation to the financing of the Community Hub**

Members present gave consideration to the recommended presented by the Governance & Finance committee regarding the potential funding streams available for the Community Hub; identifying further investigations were required in relation to the following possibilities:

- West Berks Council
- Greenham Common Trust
- Volunteer Centre, West Berkshire
- Englefield Estates
- Landfill
- Football Foundation/Sport England
- PWLB

Members discussed repayments required for varying levels of financing from the PWLB. Proposed by Mr C Greaves, seconded by Dr R Longton and **resolved** unanimously that the upper limit of loan to be requested from the PWLB would be set at £500,000. The remainder of the project is to be funded by grants obtained.

**188. To give consideration to the Terms of Reference presented for the Community Hub Working Party**

Members present gave consideration to the Terms of Reference presented for the Community Hub Working Party. Proposed by Miss M Cresser, seconded by Mr M Paterson-Borland and **resolved** unanimously to adopt the Terms of Reference as presented with immediate effect.

**189. To give consideration to the Terms of Reference presented for the Community Hub Fundraising Committee**

Members present gave consideration to the Terms of Reference presented for the Community Hub Fundraising Committee. Proposed by Dr R Longton, seconded by Mr D Kellaway and **resolved** unanimously to adopt the Terms of Reference as presented with immediate effect.

**190. To receive the minutes of the meeting of the Communications Committee held on 1 February 2018 and approve the recommendations there in**

The minutes of the meeting of the Communications Committee held on 1 February 2018 were received and the proceedings endorsed and adopted.

**191. To receive the minutes of the meeting of the Community Committee held on 15 February 2018 and approve the recommendations there in**

The minutes of the meeting of the Community Committee held on 15 February 2018 were received and the proceedings endorsed and adopted.

**192. To give consideration to the proposed Meeting schedule for municipal year 2018/2019**

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Members present gave consideration to the proposed meeting schedule for the ensuing Municipal year. **Resolved** unanimously to proceed with the amended schedule.

**193. To give consideration to the arrangements proposed for the May Fayre 2018**

A rota is to be forwarded to members for the May Fayre, with members agreeing to offer their services on the day to ensure cover for the parish council stall.

**194. To confirm the details for the April meeting and the Annual Parish Meeting**

The Annual Parish Meeting is scheduled for Thursday 12<sup>th</sup> April in the main hall. Morse Webb are to be asked to attend to display the initial design ideas of the proposed Community Hub.

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

No reports

**196. Financial Matters:**

**i. Accounts Reconciliation as at 28 February 2018**

The accounts reconciliation statements for the month ending 28 February 2018 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

**197. To receive an update regarding ASB or policing issues within the parish and determine any action required**

A meeting was held with Berkshire Youth to determine a plan of action for consulting and improving communications with the local youth. A detailed plan of action is currently being developed and will be presented to the communications committee for their consideration.

**198. Matters for future discussion**

Memorial Silhouettes for erection at the War Memorial

**199. Clerks items for information**

The Clerk advised members of the meeting schedule for March 2018:

Community Hub Working Party	-	15 <sup>th</sup> March @ 6.30pm
Community Committee	-	15 <sup>th</sup> March @ 7.45pm
Communications Committee	-	22 <sup>nd</sup> March @ 6.30pm
Infrastructure Committee	-	22 <sup>nd</sup> March @ 7.45pm

The March parish council meeting is scheduled for Thursday 12<sup>th</sup> April 2018.

**The Chairman declared the meeting closed at 21.15pm**