

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at the Village Hall on Thursday 14th May 2015, commencing at 7.45 p.m.

Present: Mr Paul Lawrence (Chairman), Mr D Godding, Ms T Hipwell, Ms A Gallagher
Miss M Cresser, Ms A Trueman, Mr B Neilson, Mr D Godwin, Mr N Morse,
Mr R Hannington, Mr P Wilkins, Mrs C Jackson-Doerge
In Attendance: Clerk to the Parish Council, Village Hall Manager, 4 members of the public
Apologies: Dr R Longton, Miss L Morse

Open Meeting

The low attendance and the absence of any questions resulted in a brief open meeting.

019. Election of Chairman of the Parish Council for the ensuing Municipal Year

Resolved unanimously that Mr P Lawrence be elected Chairman of the Parish Council for the ensuing municipal year. Proposed by Miss M Cresser, seconded by Ms A Gallagher and **resolved** unanimously.
(Mr P Lawrence took the Chair and requested that item 4 on the agenda be brought forward)

020. To co-opt Parish Councillors to fill the casual vacancies and appoint the newly co-opted councillors to serve upon the committee structure

Proposed by Miss M Cresser, seconded by Ms A Gallagher and **resolved** by a majority vote to co-opt Mr I Macfarlane following his expression of interest and previous term served upon the parish council to become a member of Burghfield Parish Council once again. Mr I Macfarlane duly signed his declaration of acceptance of office, countersigned by the Clerk.

Proposed by Ms A Trueman, seconded by Mr D Godwin and **resolved** by a majority vote to co-opt Mr C Greaves following his expression of interest and previous term served upon the parish council to become a member of Burghfield Parish Council once again. Mr C Greaves duly signed his declaration of acceptance of office, countersigned by the Clerk.

Proposed by Miss M Cresser, seconded by Mr R Hannington and **resolved** by a majority vote to co-opt Mr M Paterson-Borland following his expression of interest and previous term served upon the parish council to become a member of Burghfield Parish Council once again. Mr M Patterson-Borland duly signed his declaration of acceptance of office, countersigned by the Clerk.

Proposed by Mrs C Jackson-Doerge, seconded by Mr D Godwin and **resolved** by a majority vote to co-opt Mr J Sayer following his expression of interest and previous term served upon the parish council to become a member of Burghfield Parish Council once again. Mr J Sayer duly signed his declaration of acceptance of office, countersigned by the Clerk.

021. Election of Vice-Chairman of the Parish Council for the Ensuing Municipal Year

Resolved unanimously that Mr I MacFarlane be elected Vice-Chairman of the Parish Council for the ensuing municipal year. Proposed by Mr P Lawrence, seconded by Ms A Gallagher and **resolved** unanimously

022. To receive any written requests for Disclosable Pecuniary Interest dispensations from Member

There were no items upon the agenda that necessitated a member to present a written request for dispensations for a Disclosable Pecuniary Interest

023. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 14th April 2014 be approved as a true and correct record and signed by the Chairman.

024. Matters Arising on the Minutes

The May Fayre was held on Sunday 10th May 2015 with thanks being expressed to all members who attended the Parish Council stall.

The allotment Rent collection day was held on Sunday 15th April with the majority of rent having been paid. The end of year accounts closedown procedures have been completed with the financial statements having been prepared for presentation at the next Finance and Governance Committee meeting. The end of year audit visit has been completed. The report will be presented to the Finance & Governance Committee meeting.

025. Chairman's Report

The 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.

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026. District Council Report

District Councillor Carol Jackson-Doerge advised that a written report would be forwarded via email for circulation to update members on local issues relating specifically to Burghfield.

027. 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 April 2015, which are appended to the minutes.

028. To receive the minutes of the meeting of the Infrastructure Committee meeting held on 14 April and the draft minutes of the meeting held on 23 April 2015 and approve the recommendations therein

The minutes of the meeting of the Infrastructure Committee held on 14 April and 23 April 2015 were received and the proceedings endorsed and adopted.

029. To receive the minutes of the meeting of the Communications Committee meeting held on 30 April and approve the recommendations therein

The minutes of the meeting of the Communications Committee held on 30 April were received and the proceedings endorsed and adopted

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

Thanks were expressed to Mr R Hannington, Miss M Cresser and Mrs F Hannington for all their hard work in collecting the rent due for the allotments at the annual collection day.

031. To appoint members to serve upon the following committees:

Resolved that the following appointments be confirmed.

a) **Communications**

Mr N Morse, Mrs T Hipwell, Mr D Godwin, Ms A Gallagher, Mr M Paterson-Borland, Ms L Morse (6)

b) **Community**

Mr I MacFarlane, Mr R Hannington, Miss M Cresser, Mr J Sayer, Dr R Longton, Mr B Neilson, Mr M Patterson-Borland, Ms A Gallagher, Ms L Morse, Mrs C Jackson-Doerge (10)

c) **Infrastructure**

Mr C Greaves, Mr P Lawrence, Dr R Longton, Miss M Cresser, Ms A Trueman, Mr D Godwin, Mr D Godding, Mr P Wilkins, Mr R Hannington, Mr J Sayer (10)

d) **Finance & governance**

Mr P Lawrence, Mr C Greaves, Mr N Morse, Mr D Godding, Mr M Paterson-Borland, Mr I Macfarlane (6)

During the above appointments the Parish Council meeting was adjourned to permit the Committee Chairman to be elected. These meeting have separate minutes)

032. Appointment of Representatives to Serve on Outside Bodies

Resolved that the following appointments be confirmed.

AWE Liaison

Bland's Trust

BMNAG

Burghfield Charities

Burghfield and Mortimer Volunteer Centre

Willink Recreation Centre

Wokefield Common

Dr R Longton & Mrs C Jackson-Doerge

Dr R. Longton

Dr R. Longton & Miss M Cresser

Ms A Trueman

Miss M Cresser

Mr I MacFarlane & Mr M Paterson-Borland

Mr J Sayer

033. Minutes of the Annual Parish Meeting

The minutes of the Annual Parish Meeting held on 14th April 2015 were received and noted.

034. Financial Matters:

i. **Accounts Reconciliation as at 30th April 2015.**

The accounts reconciliation statements for the month ending 30th April 2015 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 Annual Statement of Accounts and the Annual return for Financial Year ending 31st March 2015**

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The detailed Statement of Accounts for the year ended 31 March 2015 will be scrutinised by the Governance & Finance Committee at their next scheduled meeting prior to endorsement and adoption by the Parish Council in June. The Annual Governance statement contained within the Annual Return will also be presented at the next meeting upon review by the Finance & Governance Committee.

iv. To approve the Insurance Renewal for the ensuing year

Resolved to instruct Came & Company to undertake the full insurance of the council's assets and obligations as per policy schedule from 1st June 2015 for a further year.

Proposed by Mr I MacFarlane seconded by Mr D Godwin and **resolved** unanimously to instruct Came & Co with immediate effect.

035. 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 received and noted.

036. Clerks items for information

The Clerk advised members of the meeting schedule for May:

Finance & Governance	-	21 st May at 6.30pm
Community Committee	-	21 st May at 7.45pm
Infrastructure Committee	-	28 th May at 7.30pm

The clerk advised that Section 106 monies totalling £7,839.24 for Open Spaces had been received in relation to application 05/02928/MINMAJ, Weirside, Green Lane, Burghfield.

Two free tickets had been received for the "Music for a Family Picnic" on Sunday 5th July at 4pm, Mortimer Fairground.

037. Matters for future discussion

Footpath issues and installation of a mirror on Reading Road, near to the Guide Dogs for the Blind
Progression of Youth Parish Council
Promotion of Bike Ride
Review of Rowan trees at Hatch Recreation Ground

The Chairman declared the meeting closed at 20.40pm.