

# BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at the Village Hall on Thursday 10<sup>th</sup> May 2018, commencing at 7.45 p.m.

**Present:** Mr Paul Lawrence (Chairman), Mr I Macfarlane, Mr C Greaves, Mr M Paterson-Borland, Miss M Cresser, Dr R Longton, Mr D Godwin (arrived 8.10pm), Mr N Morse, Mr D Kellaway, Mr D Godding, Mr T Ansell, Mr B Neilson (arrived 8.00pm) Ms A Gallagher  
**In Attendance:** Clerk to the Parish Council, Village Hall Manager, 1 member of the public  
**Apologies:** Mrs C Jackson-Doerge, Mr R Hannington, Ms T Hipwell, Mrs L sharp

## **Open Meeting**

A local resident alerted members to the recent correspondence received regarding the public exhibition relating to the proposed development of Pondhouse Farm.

A local resident advised of their intention to hold a parish meeting following a request from 6 members of the electorate. The proposed purpose of the meeting was outlined by the local resident as requesting a boundary review, to include parts of Sulhamstead within the parish of Burghfield with a view to including the wider community. The chairman, Mr P Lawrence, advised that legal advice regarding the calling of the parish meeting would need to be clarified in the first instance.

## **023. Election of Chairman of the Parish Council for the ensuing Municipal Year**

Proposed by Mr I Macfarlane, seconded by Mr C Greaves and **resolved** unanimously by members present that Standing Order 5j stating the maximum continuous term of office for the Chairman and Vice-Chairman is over ruled to enable an extension to the initial term of office for the Chairman and Vice-Chairman.

**Resolved** unanimously that Mr P Lawrence be elected Chairman of the Parish Council for the ensuing municipal year. Proposed by Mr N Morse, seconded by Mr C Greaves and **resolved** unanimously.  
*(Mr P Lawrence took the Chair)*

## **024. 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 Miss M Cresser, seconded by Mr M Paterson-Borland and **resolved** unanimously.

## **025. To remind councillors of their obligations to ensure they have read and fully understood the councils Standing Orders, Financial Regulations and Code of Conduct for the ensuing municipal year**

Members present were reminded of their obligations to ensure they had read and understood the councils Standing Orders, Financial Regulations and Code of Conduct. Each member is required to confirm by way of signature they had read the documentation at the next scheduled meeting.

## **026. 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

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

**Resolved** that the minutes of the meeting of the Parish Council held on 12<sup>th</sup> April 2018 be approved as a true and correct record and signed by the Chairman.

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

The May Fayre is scheduled to be held on Sunday 13<sup>th</sup> May 2018 with thanks being expressed to the members who plan to attend the event and man the Parish Council stall.  
The allotment Rent collection day was held on Sunday 22<sup>nd</sup> April with the majority of rent having now been collected. The end of year accounts closedown procedures has 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.

## **029. Chairman's Report**

The Chairman gave a brief report on activities and events attended since the last meeting, advising of his attendance at a meeting with Englefield Estate regarding the proposed development at Pondhouse Farm.  
Mr P Lawrence presented a request that all parish councillors attend this years 100 year Remembrance Day Ceremony to pay their respects accordingly.

## **030. District Council Report**

No report

## **031. 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 2018, which are appended to the minutes.

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**032. To receive the minutes of the meeting of the Infrastructure Committee meeting held on 12 April and the draft minutes of the meeting held on 26 April 2018 and approve the recommendations therein**

The minutes of the meeting of the Infrastructure Committee held on 12 April and 26 April 2018 were received and the proceedings endorsed and adopted.

**033. To receive the minutes of the meeting of the Governance & Finance Committee meeting held on 26 April and approve the recommendations therein**

The minutes of the meeting of the Governance & Finance Committee held on 26 April 2018 were received and the proceedings endorsed and adopted.  
Members present gave consideration to the proposal presented for targeted consultation with the youth within the parish. Resolved unanimously the Governance & Finance committee revisit to determine the objectives and set a clear plan of action. Berkshire Youth will be invited to the June parish council meeting to present their ideas to the council for further consideration.

**034. To receive the minutes of the meeting of the Community Committee meeting held on 19 April 2018 and approve the recommendations therein**

The minutes of the meeting of the Community Committee held on 19 April 2018 were received and the proceedings endorsed and adopted.

**035. To receive the minutes of the meeting of the Community Hub Working Party held on 26 April 2018 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 held on 26 April 2018 were received and the proceedings endorsed and adopted.

**036. To receive an update 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 Vision statement had been finalised for circulation with the next newsletter. The project plan is currently being developed with the assistance of a new member upon the committee. An article had been placed in the recent edition of the Reading Warbler asking "Where are the birds in Burghfield".

**037. To confirm the council's eligibility, as defined in the Localism Act 2011 and SI 965 The Parish Councils General Power of Competence Order 2012, and subsequently adopt the General Power of Competence for the current financial year.**

Burghfield Council resolves from 10 May 2018, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.  
Proposed by Mr T Ansell, seconded by Mr M Paterson-Borland and **resolved** unanimously.

**038. 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.  
Dr R Longton and Miss M Cresser advised of their attendance at the BMNAG meeting.

**039. 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, Mrs L Sharp, Mr T Ansell (6)

**b) Community**

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

**c) Infrastructure**

Mr C Greaves, Mr P Lawrence, Dr R Longton, Miss M Cresser, Mr D Godwin, Mr D Godding, Mr R Hannington, Mr T Ansell, Mr D Kellaway (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)*

**040. Appointment of Representatives to Serve on Outside Bodies**

**Resolved** that the following appointments be confirmed.

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AWE Liaison  
Bland's Trust  
BMNAG  
Burghfield Charities  
Burghfield and Mortimer Volunteer Centre  
Willink Recreation Centre  
Wokefield Common  
NDP Steering Committee

Dr R Longton  
Dr R. Longton  
Dr R. Longton & Miss M Cresser  
Ms L Sharp  
Miss M Cresser  
Dr R Longton & Mr M Paterson-Borland  
Dr R Longton  
Mr D Kellaway, Mr D Godding, Dr R Longton

**041. Minutes of the Annual Parish Meeting**

The minutes of the Annual Parish Meeting held on 12<sup>th</sup> April 2018 were received and noted.

**042. Financial Matters:**

- i. **Accounts Reconciliation as at 30<sup>th</sup> April 2018.**  
The accounts reconciliation statements for the month ending 30<sup>th</sup> April 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.

**043. To receive an update from the local Police and consider any issues in relation thereto**

An article is to be placed in the next parish newsletter reminding residents to report all incidents. The police have advised that should a name of an individual be stated in reports 3 times, an investigation would be undertaken to eliminate accordingly.

**044. Clerks items for information**

The Clerk advised members of the meeting schedule for May:

Community Hub Working Party	-	17 <sup>th</sup> May at 6.30pm
Governance & Finance Committee	-	17 <sup>th</sup> May at 7.45pm
Communications Committee	-	26 <sup>th</sup> May at 6.30pm
Infrastructure Committee	-	26 <sup>th</sup> May at 7.45pm

**045. Matters for future discussion**

Clarification regarding the calling of Parish Meetings, Youth Consultation

The Chairman declared the meeting closed at 21.00pm.