

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall on **Thursday 10th November 2016**, commencing at 7.45pm

Present: Mr P Lawrence, Miss M Cresser, Mr D Godding, Mr N Morse, Mrs A Gallagher, Mrs T Hipwell, Dr R Longton, Mr D Godwin, Mr T Ansell, Mrs C Jackson-Doerge (arrived 8pm), Mr B Neilson, Mr M Paterson-Borland, Mr P Wilkins, Mr R Hannington, Mr I McFarlane, Mr C Greaves,
In Attendance: Clerk to the Parish Council, Village Hall manager
Apologies: Mrs L Sharp

Open Meeting

A formal request was presented for the Beer Festival to be held on Friday 22nd and Saturday 23rd September 2017, on the Common Recreation Ground. Confirmation was provided that the Community Committee had previously considered the request, granting permission providing all the required documentation was adhered to with accompanying certificates prior to the event.

126. 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.

127. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 13 October 2016 be approved as a true and correct record and signed by the presiding Chairman.

128. Matters Arising on the Minutes

All matters are being dealt with at the relevant point in the agenda.

129. Chairman's Report

The presiding Chairman gave a brief report on activities and events attended since the last meeting, advising of his attendance at the District Conference and the presentation by Spitfire Homes for a potential development on Clayhill Road. Members requested that a reminder be forwarded to the district councillors for a brief summary of Burghfield specific points to be at the start of each report.

130. District Council Report

A written report was provided by District Cllr I Morrin for member's information, a copy of which is appended to the minutes and held in the master file.

131. To give consideration to any specific projects eligible for funding via Members Bids

Members present gave due consideration to future projects within the parish potentially eligible for Members Bids. Proposed by Mr N Morse, seconded by Mr M Paterson-Borland and **resolved** unanimously the following projects are submitted to the district councillors for consideration for grant funding of £5,000 for each project:

- LED lighting within the Village hall
- Outdoor gym equipment

132. Village Hall

The clerk read a written report prepared by the Village Hall Manager highlighting the activities at the hall during October and presented the schedule of payments for November 2016, which are appended to the minutes.

133. To receive the minutes of the meeting of the Infrastructure Committee held on 13 October and the draft minutes of the meeting held on 20 October 2016 and approve the recommendations there in

It was **resolved** that the minutes of the Infrastructure Committee meeting held on 13 October and the draft minutes of the meeting held on 20 October 2016, 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.

134. To receive the minutes from the last NDP Steering Committee meeting and an update and give consideration to any specific actions points raised by the NDP Steering committee

The minutes of the NDP Steering Committee held on the 25 October 2016 were received by members present.

135. To receive an update and give consideration to any specific actions points raised by the NDP Steering committee

- a) Update following request from Sulhamstead PC – Three members of Sulhamstead Parish Council attended the last committee meeting to determine the details of any potential involvement in the production of the NDP for Burghfield. Feedback is to be provided at the next meeting following further liaison due to a difference of opinion regarding the scope of area to be included.

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- b) Housing Needs Survey update – Dr R Longton advised members that the NDP group had been advised a Housing Needs Survey was required as part of the initial stages of the development of the Neighbourhood Plan. A variety of questions were presented for consideration by the steering committee. A copy of the proposed questionnaire, with a draft outline of costs and an accompanying action plan showing timescales, is to be presented to full council for their consideration at the next scheduled meeting.

136. To receive the minutes of the meeting of the Community Committee meeting held on 20 October 2016 and approve the recommendations there in

It was **resolved** that the minutes of the Community Committee meeting held on 20 October 2016, 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.

137. To give consideration to the West Berks Council Budget proposals presented and determine a response from the parish council accordingly

Members present considered the potential impact the Budget proposals currently out for consultation from West Berkshire Council:

<u>Proposal</u>	<u>Brief description</u>	<u>Impact</u>	<u>Saving</u>
Road Safety	To delete one of the two full time Road Safety Officer posts	Reduction in road safety activities	£35,000
Urban Grass Cutting	Reduce the urban open space and verge cuts from 10 to 8 per year	Moving to a 4 or 5 week cutting cycle from a 3 week. Longer grass, more cuttings dropped into gutters and left on verges	£40,000
Restructure of Youth Support	To integrate the four service areas into one service called the Targeted Intervention Service, forming part of the wider Children's and Family Services	Reduction in longevity of support,	£108,000
Home to School Transport – Post 16 (SEND)	To charge parents of post 16 pupils with SEND (Special Education Needs and Disabilities) £703 per annum as a contribution towards transport costs	Financial impact on low income families	£47,101
Citizens Advice Bureau	To reduce funding by £60,000 for 2017/2018	The number of paid staff, fewer advisers and thus fewer sessions	£60,000
Highway Fees and Charges, including parking	To increase the hourly charges and tariffs for the majority of WBC owned car parks on average by 10%. The proposals will raise an additional £215,000 and reduce expenditure by £12,000	Minimal impact on visitors and residents.	+£215,000 and saving an additional £12,000
Highway & Drainage Maintenance	To reduce road patching by £200,000 (50%) and Drainage repair and maintenance by £200,000 (58%)	Impact on the condition of the highway network, especially on rural non-designed roads. Less permanent patching repairs. Negative impact on the structural integrity of the road network where no formal drainage systems are in place due to standing water	£400,000 (54%)

Members present considered each of the budget proposals in turn, determining any specific action that could be initiated to mitigate the effect of the cuts. Formal responses are to be submitted to WBC with regard to the restructure of Youth Support and the proposed changes to the Home to School Transport Post 16 (SEND). The Governance & Finance Committee are to give consideration to any potential implication financially any of the proposed cuts could have within the local community.

138. To receive and give consideration to the proposals presented by West Berks Council following the Library Needs Assessment

Members present considered the potential impact the Library Needs Assessment and its budget proposals currently out for consultation from West Berkshire Council:

Key Facts:

- Financial contribution of £150,000 needed from Parish & Town Councils
- Community volunteers sharing front line work in branch libraries
- WBC to remain responsible for providing books and other stock (incl. selection & stock rotation), a self-service library system, access to public computers, printing and copying and the library building
- WBC to co-ordinate the engagement of volunteers, providing training required.

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Impact:

- Rescheduling of stops for the Mobile service
- Branches solely operated by volunteers run the risk of intermittent opening
- Professional support reduced, slower response to queries and support
- Adult & Early learning and IT training could be reduced

Parish Council & Community involvement:

- Community groups to agree to manage a branch library
- A legal service agreement that will ensure the opening of the library within the tenure of the library
- Financial support of £150,000 in total.

Options:

Option A	7 branch libraries to be run by staff working alongside community volunteers	Saving = £580,000 per year
Option B	Two of the 7 libraries would be staffed as option A (Hubs) and the other 5 to be run by volunteers (spokes) receiving professional support from the hubs	Saving = £620,000 per year
Option C	7 branch libraries to be volunteer run (spokes) with Newbury only being the hub.	Saving = £645,000 per year

After considerable discussion, members resolved by a majority vote, to express their preference for **Option A**. Discussions were held with regard to the future of the library and the various community services within the parish. Members gave consideration to the potential development of a "Community Hub" housing a library service, a café, a meeting room and possibly some of the children's services functions. In principle, members expressed a desire for the potential to be investigated further. The Governance & Finance Committee are to undertake a feasibility study to determine the possibility and overall viability of a "Community Hub".

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

Mrs C Jackson-Doerge advised she had attended a meeting of the Citizens Advice Bureau.
Mrs L Sharp had attended a meeting of the Burghfield Charities.
Mr M Paterson-Borland attended the Willink Joint Advisory Committee along with Dr R Longton.

140. Financial Matters:

- Accounts Reconciliation as at 31st October 2016**
The accounts reconciliation statements for 31st October 2016 were received and noted being appended to the minutes.
- 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.
- Budget -** To request & give consideration to any capital schemes or projects for inclusion within the draft budget for financial year 2017/2018. Members requested that improvements to the disabled access at the village hall be included within the budget. An allocation is to be included to progress the initiation of a Community Interest Company to progress the possibility of a "Community Hub".

141. To request any items or events requiring any action or publicity by the Communications Committee

No specific items were identified.

142. To receive the PCSO report for October 2016 and consider any issues thereto

Members present noted the PCSO report for September. No further items were highlighted.

143. Matters for future discussion

No items were identified

144. Clerks items for information

A CIL payment for £8,516.62 in relation to 15/02954/FULD and 14/03307/FULMAJ had been received.

17 th November	Governance & Finance Committee	6.30pm
17 th November	Community Committee	7.45pm
24 th November	Infrastructure Committee	7.30pm

The next full parish council meeting will be held on Thursday 12th January 2017. The Chairman declared the meeting closed at 21.34pm.