

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall on **Thursday 13th October 2016**, commencing at 7.45pm

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

Open Meeting

Mr B Ash advised members of his desire to hold an outdoor screening of The Princess Bride on the common recreation ground next year. A written request is to be presented to the community committee for their consideration. A list of the documentation required by the parish council for the event to be considered is to be forwarded accordingly

105. 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.

106. Minutes of the last Parish Council meeting

Resolved that the minutes of the meeting of the Parish Council held on 8 September 2016 be approved as a true and correct record and signed by the presiding Chairman.

107. Matters Arising on the Minutes

All committees have given consideration to the draft questions presented for the parish plan refresh questionnaire. All committees have considered potential solutions in addressing the increase in ASB issues within the parish. The Beer Festival held on the common recreation ground on the 23rd and 24th September went very smoothly, proving a great success within the community. The Macmillan Coffee Morning proved a great success with £636 having been raised. Thanks are expressed to Mrs T Hipwell for all of her organisation and to Mr P Lawrence and Mr D Godwin for the erection of the marquee on the morning of the event.

108. Chairman's Report

The presiding Chairman gave a brief report on activities and events attended since the last meeting, including a meeting with WBC to discuss the development of their digital bookings system, WBC Building Communities meeting t Café B and a presentation in relation to the outcome of the libraries needs assessment. Mr P Lawrence highlighted the success of the Burghfield Beer Festival, expressing thanks to all involved in ensuring the event was a success. Mr P Lawrence advised members present that Mr J Sayer had tendered his resignation. Thanks were expressed by all to Mr Sayer for his work as a parish councillor. Members were also reminded that when forwarding or responding to emails relating to parish council business a disclaimer is recommended to ensure the recipient is clear that the views being expressed are those of the individual and not of the parish council as a whole. Members cannot act individually, unless being granted delegated authority to do so.

109. District Council Report

A written report was provided by District Cllr C Jackson-Doerge and District Cllr I Morrin for member's information. Members present requested that the reports are received from the District Cllr a week prior to the meeting date to enable the document to be circulated with the agenda packs. It was also requested that an overall summary, highlighting any Burghfield specific points, is provided at the beginning of each report.

110. To receive a presentation from the Handybus explaining the service and future needs

Mr P Church provided a presentation to members present explaining the work and service of the Handybus within the parish. Members present thanked Mr Church for taking the time to attend and enlighten the parish council of the overall remit of the vital service for parishioners. Further discussions are to be held with the team to determine any future assistance the parish council may be able to provide.

111. Village Hall

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

112. To receive the minutes of the meeting of the Infrastructure Committee held on 8 September and the draft minutes of the meeting held on 22 September 2016 and approve the recommendations there in

It was **resolved** that the minutes of the Infrastructure Committee meeting held on 8 September and the draft minutes of the meeting held on 22 September 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.

BURGHFIELD PARISH COUNCIL

113. **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 27th September 2016 were received by members present. The area to be included within the Plan is currently being determined by the steering committee.
114. **To receive an update and give consideration to any specific actions points raised by the NDP Steering committee**
- a) **Request from Sulhamstead PC** – Members present were advised of the request presented by Sulhamstead Parish Council to be part of the Burghfield NDP. A number of questions were raised in relation to any implications the joint venture may have. The NDP committee are to undertake a full and detailed review, providing a report at the next parish council meeting addressing the various points and questions raised prior to a decision being determined.
- b) **Housing Needs Survey** – 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 detailed report, addressing the questions raised, is to be presented at the next parish council meeting for further discussion.
114. **To receive the minutes of the meeting of the Governance & Finance Committee held on 22 September 2016 and approve the recommendations there in**
- It was resolved that the minutes of the Community Committee meeting held on 22 September, 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.
115. **To receive the revised Facebook Policy for adoption and implementation**
- Resolved** to adopt the Facebook policy as presented for immediate implementation. Proposed by Mrs L Sharp, seconded by Mrs A Gallagher and **resolved** unanimously to adopt as presented.
116. **To receive the revised Complaint Handling Policy for adoption and implementation**
- Resolved** to adopt the Complaint Handling policy as presented for immediate implementation. Proposed by Mrs C Jackson-Doerge, seconded by Mr D Godwin and **resolved** unanimously to adopt as presented
117. **To receive the minutes of the meeting of the Community Committee meeting held on 15 September 2016 and approve the recommendations there in**
- It was **resolved** that the minutes of the Community Committee meeting held on 15 September, 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.
118. **To receive the minutes of the meeting of the Communications Committee meeting held on 29 September 2016 and approve the recommendations there in**
- The minutes of the Communications Committee meeting held on 29 September, are to be re-presented at the November Parish Council meeting, being circulated to all members of the council prior to the meeting for their review.
119. **To give consideration to the proposed extinguishment of Public Footpaths Burghfield 3**
- Members gave consideration to the information received by West Berks Council for the proposed extinguishment of public footpath Burghfield 3. Members present resolved unanimously that footpath 3 should be extinguished accordingly.
120. **To receive an update following the Library Needs Assessment undertaken by WBC**
- A review of the library service in West Berkshire has found that eight libraries and one mobile library could be kept open on a reduced budget by working more closely with volunteers.
- Over the summer a review of the library service has been taking place as the Council seeks to reduce costs as part of a wider savings programme. A Needs Assessment, conducted on the Council's behalf by RedQuadrant, informed a review into how the library service could be adapted to continue providing a comprehensive service for the community whilst also delivering around £690,000 in savings. The review, found there are opportunities for in-house savings as well as savings from new models which include more community involvement.
- A report will be considered by the Executive next Thursday (20 October) which outlines the findings of the review and recommends that the public are consulted on three options for the future of the library service. The consultation period is due to commence 23rd October for a 6 week period.
- Members present discussed the various options presented, giving further consideration to the future of the library and the needs of the parish. Initial discussions were held in relation to a potential Community Hub being developed where all services could be potentially combined. The various committee's upon the council are to discuss the potential and feasibility as well as the benefits of a central hub.
121. **Reports from Parish Council Representatives attending meetings of Outside Bodies to which they have been appointed**
- Dr R Longton advised he attended a BNAG meeting and the AWE Liaison Committee meeting.

BURGHFIELD PARISH COUNCIL

122. **Financial Matters:**

i. **Accounts Reconciliation as at 30 September 2016**

The accounts reconciliation statements for 30 September 2016 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.

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

No specific items were identified.

123. **To receive the PCSO report for September 2016 and consider any issues thereto**

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

124. **Matters for future discussion**

No items were identified

125. **Clerks items for information**

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

20 th October	Infrastructure Committee	6.30pm
20 th October	Community Committee	8.00pm

The next full parish council meeting will be held on Thursday 10th November 2016.
The Chairman declared the meeting closed at 21.28pm.