

BURGHFIELD PARISH COUNCIL

A meeting of the Parish Council was held at Burghfield Village Hall on **Thursday 8th September 2016**, commencing at 7.45pm

Present: Mr P Lawrence, Mrs T Hipwell, Mr I McFarlane, Miss M Cresser, Mr C Greaves, Mr D Godding, Mr N Morse, Mrs A Gallagher, Dr R Longton, Mr D Godwin, Mr T Ansell, Mr B Nielsen, Mrs L Sharp, Mr P Wilkins, Mr M Paterson-Borland, Mrs C Jackson-Doerge

In Attendance: Clerk to the Parish Council, Village Hall manager, Inspector Ward, PC Hinds, 2 members of the public

Apologies: Mr R Hannington, Mr J Sayer

Open Meeting

Two members of the Burghfield branch WI attended the meeting to express their concerns regarding a recent incident at the village hall during one of their hire periods. The Police were alerted to the incident yet failed to attend, resulting in the ladies feeling vulnerable. The WI advised they had written directly to Inspector Ward, the PCC Commissioner and the local MP, John Redwood, to highlight their concerns. Inspector Ward responded by apologising for the non-attendance, advising the incident had been misjudged and therefore not escalated accordingly. The Governance & Finance Committee will consider the necessity for an "Incident Policy". The WI was reassured that a Village Hall Risk Assessment was in place with an associated Fire Risk Assessment having also been completed and scrutinised by the Berkshire Fire Service. Further reassurance was provided in confirming the Hire conditions for the village hall were previously reviewed in November 2013, however, the Community committee will be undertaking a further review of the documentation in due course.

84. 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.

85. Minutes of the last Parish Council meeting

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

86. Matters Arising on the Minutes

WBC has been advised of the council's decision to adopt all salt bins within the parish. WBC was advised of the decision to request footpath 22 is maintained to the boundary of Searle's Farm. The Field Day was held on the 17th July, thanks are expressed to all who assisted in ensuring the day was a success.

87. Chairman's Report

The presiding Chairman gave a brief report on activities and events attended since the last meeting including the Field Day. Thanks were expressed to everyone who helped to ensure the event was a great success. Mr P Lawrence advised he attended a meeting at WBC with the Clerk to discuss devolution and how to improve communication.

88. District Council Report

A written report was provided by District Cllr I Morrin with a further verbal update from District Cllr C Jackson-Doerge for member's information. The question of reintroducing District Cllr Surgeries was presented with the suggestion of holding them at The Hatchgate. Due consideration is to be given to the suggestion.

89. To give consideration to the Electoral review of West Berks Council

Members had previously considered the proposed Electoral Review of West Berks Council with a request for any specific questions are to be forwarded to the clerk to determine whether a meeting is to be scheduled to understand the implications of the review fully. **Resolved** unanimously that a meeting was not required at this stage of the process.

90. Village Hall

The Village Hall Manager presented a written report highlighting the activities at the hall during July and August, presenting the schedule of payments for September 2016, which are appended to the minutes.

91. To receive the minutes of the Infrastructure Committee meetings held on 8 July and the draft minutes of the meeting held on 21 July 2016 and approve the recommendations there in

It was **resolved** that the minutes of the Infrastructure Committee meeting held on 8 July and the draft minutes of the meeting held on 21 July 2016, a copy of which have been circulated to all members, be approved and the recommendations there in be endorsed and adopted as presented.

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

Dr R Longton provided a verbal update to members present; highlighting progress to date. The next meeting is scheduled for 30 September 2016.

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93. **To receive the minutes of the meeting of the Community Committee meeting held on 21 July 2016 and approve the recommendations there in**

It was **resolved** that the minutes of the Community Committee meeting held on 21 July, 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.

94. **To receive an update and give consideration to any specific action points raised by the Communications committee in relation to the preparation of the draft Parish Plan Questionnaire**

The Communications committee updated members of progress to date in their preparation of the next parish plan questionnaire. A request was presented for the various committees upon the council to review the questions and determine whether their area of responsibility is represented accordingly.

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

Miss M Cresser attended a meeting at the Burghfield Volunteer Bureau.
Mr N Morse attended a meeting with the local resident responsible for the Burghfield.org website.
Dr R Longton attended a meeting of the Blands Trust.

96. **Financial Matters:**

- i. **Accounts Reconciliation as at 31 August 2016**
The accounts reconciliation statements for 31 August 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.
- iii. **To acknowledge the S106 agreement for application 08/01049/FULD**
Members present acknowledged the S106 payment of £1,875.53 received for Victoria Cottage, Bunces Lane.

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

No specific items were identified.

98. **To receive an update in relation to the Beer Festival scheduled for 23rd/24th September**

Mr G Townsend, main organiser of Burghfest, provided a verbal update to members present regarding the upcoming Beer festival. Reassurance that all specified criteria from the parish council had been met was provided. Copies of all relevant certificates will be forwarded to the clerk prior to the event.

99. **To receive an update following the "Have a Field Day" on Sunday 17th July 2016**

The Clerk provided an overview of the success of the Field Day. Everyone who helped before, during and after the event was thanked for their assistance and for giving up their time on a Sunday. The weather assisted in ensuring it was a successful day.

100. **To receive the PCSO report for August 2016 and consider any issues thereto**

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

101. **To receive an update following the recent increase in Anti-social behaviour at the Sports Pavilion and the Common Recreation Ground**

Following a number of anti-social behaviour incidents on the common recreation ground, the local Police Inspector and Safer Neighbourhood Sergeant attended advising residents the EVERY incident needs reporting immediately via the 101 number. The report assists the police in being able to build a profile of when, what, how and whom. The information is required to pursue an arrest and subsequently put a stop to the behaviour.

The Police advised they were aware of the situation and the concerns raised by members of the public. The community as a whole is to be encouraged to identify ways in which the issues can be tackled on a long term basis. What strategies can be implemented to assist the young people in moving forward? What services are lacking for them that contribute to the ASB issues being currently faced?

Each committee is to give consideration to any potential strategies for presentation to the full council in October.

102. **To appoint stewards to represent the Parish Council for the Remembrance Day Parade on Sunday 13 November 2016.**

The following members offered their services as volunteers for the Remembrance Day Parade – Mr N Morse, Mr I Macfarlane, Mr D Godwin, Mr D Godding and Mr P Lawrence.
Details relating to the upcoming Remembrance Day Parade were distributed to members who had kindly volunteered to be stewards for the event. High visibility jackets are to be distributed with a reminder they must be worn at all times.

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103. Matters for future discussion

Community lunch and links to Burghfield.org – Communications committee
Anti-Social behaviour solutions – all committees.
Parish Plan questions – all committees.

104. Clerks items for information

15 th	Community Committee	7.30pm
22 nd	Governance & Finance committee	6.30pm
22 nd	Infrastructure Committee	7.45pm
29 th	Communications Committee	7.00pm

The next full parish council meeting will be held on Thursday 13th October 2016. The Chairman declared the meeting closed at 21.20pm.

DRAFT