

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

Burghfield Parish Council, PO Box 7381, Reading RG1 9XP

Tel: 0118 970 1754 Email: burghfieldclerk@gmail.com

Minutes of the NDP Steering Committee

Date: Tuesday 26th February 2019 **Time:** 8.00pm

Place: Burghfield Parish Hall meeting room

Open forum (no members of the public in attendance)

There were no members of the public in attendance.

Discussion with representatives of Burghfield Football Club (Chairman, Vice-Chair and Venue Co-ordinator)

EM outlined the purpose of the NDP Steering Committee.

The officers of the football club described their current position and vision for the future:

- Currently run 29 teams from under 4s to walking football for over 35s
- At (or over) maximum capacity for available pitches
- Having to use Reading/Wokefield Park/Mortimer West End for some teams
- Host an annual tournament for 260 teams
- Mens Saturday team is at step 7 (top league for local area)
- Girls can now play in mixed teams up to age 18
- Would like a 4G (synthetic) pitch with floodlights, space for seating and changing rooms plus two training pitches
- This needs a fairly flat area of 8-9 acres with good access and amenities but not too close to housing (primarily due to floodlights)
- For the Mens team to go to step 6 it would require a stadium (min 200 seats)
- With a synthetic pitch the club expects it to be used by the wider community and other clubs (not necessarily football) providing a source of income.

The club provided a draft copy of their outline proposal.

The committee expressed their support for the club. DG suggested contacting the District Councillors (Ian Morrin and Carol Jackson-Doerge) to see whether they could provide information about local landowners. The Englefield Estate was suggested as the owner of much of the land in the parish and they were known to be sympathetic to local community interests.

The committee agreed to include a question about the football club plans in its forthcoming questionnaire to help provide evidence of the support for the proposal.

1. Attendance

Erle Minhinnick (EM, Chair), Royce Longton (RL), Duncan Godding (DG), Dan Kellaway (DK), Mike Wood (MW)

Apologies for Absence: - Liz Slocombe (LS), Ian Morrin (IM), Olivier Marsden (OM), Martyn Henderson (MH)

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2. Minutes of the last meeting

- a) Minutes of the meeting held on 15/01/2019 were approved.
- b) Matters arising:

Ref.	On	Action	Update	Status
180506	RE/MH	Prepare a presentation for use with groups	MH to request a copy of draft from RE and update	Ongoing
180602	DG	Circulate BPC policy on storage requirements for data from WBDC for review	Re-circulate for review at next meeting.	Ongoing
180705	RE	To draft an e-mail response to those who asked to be kept informed.	Enquirers to be directed to the website	Closed
181003	IM	Establish which HNA data is already in IM possession	Ongoing	Ongoing
181005	DK	Attend next BPC Communications Sub-Group meeting to present the NDP Questionnaire	Overtaken by events; template questionnaires completed in parallel	Complete
181107	IM	Expedite response from Laila Bassett regarding her queries on Q1	EM to contact Laila directly to expedite	Ongoing
190101	MW	Invite Burghfield Football Club representatives to next meeting	See notes of discussion in these minutes	Complete
190102	EM	Update Questionnaire with Local Heritage Assets proposal	Complete	Complete
190103	MW	Rearrange hall booking from 19/02 to 26/02	Complete	Complete

3. Report from the Chairman (EM)

EM advised that we had been unable to attend the heritage mapping presentation; this wasn't felt to be a significant shortfall as maps could be produced commercially if needed.

He had attempted to field a team at the Burghfield Bowls Club quiz on Friday 1st March to raise our profile but they were full.

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4. Event diary update (EM)

EM has booked a stand for the 2019 May Fayre. What is included on the stand is to be an agenda item for the March meeting.

5. Communication Update (RL)

RL reported that he had been in communication with Laila Bassett regarding the expected validity of the NDP once adopted. The response was that there was no particular timescale but it would reduce in weight once the strategic priorities were overtaken by the issue of a newer local plan.

6. Project plan update (EM)

EM reported that LS had prepared a proposal regarding how the NDP might be taken forwards. It was agreed that it would be better to defer this until Liz was available to present it.

Making progress by drafting further sections of the NDP was discussed. It was agreed that there was no problem with completing factual sections such as the Background to Burghfield that Royce had drafted. It was noted that there was a risk of nugatory work in drafting sections that needed to be based on evidence e.g. from the questionnaire; it could also lead to bias (looking for support for what had been drafted rather than conducting the analysis with an open mind).

7. Finance (DG)

Nothing to report.

8. Methodology Statement Update (EM)

EM advised that he had reviewed the latest updates to the Parish Questionnaire and saw no overlap with the NDP Questionnaire.

DG suggested that it would be more cost-efficient to distribute the questionnaires together and to have a common return address.

ACTION 190201: DG to liaise with BPC on distribution/return of questionnaires.

DK noted that we needed to have an appealing front cover for the questionnaire.

ACTION 190202: DK to draft front cover.

Q1 on the questionnaire still needs to be updated regarding Laila Bassett's comments and the Football Club question needs to be included (modify provision of local facilities question?)

ACTION 190203: EM to update questionnaire.

It was noted that the analysis and storage of the data needed to be GDPR compliant.

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9. Matters for future discussion (EM)

May Fayre stand.

Liz's proposal for the NDP.

10. Date & venue of the next meeting (MW)

Full Committee: Tuesday 19th March 2019, 8pm at Burghfield Parish Hall meeting room.