



Burghfield Parish Council

**BURGHFIELD PARISH PLAN
REFRESH 2012**

Draft v7



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Background

The Parish Plan is about helping local communities to help themselves by showing how they can participate in influencing the way issues are addressed locally.

This Burghfield Parish Plan is about protecting all that is good in Burghfield Parish and ensuring that future developments are in harmony with the character of the surrounding Parish as well as being in accordance with Parish needs.

Parish Plans are about giving local people a say in the future of their community. In order to do this the Parish Council must first analyse the distinctive character of their village, understand the needs and demands of the community and then draw up a set of actions to maintain or address the priority issues. The Parish Plan should represent the views of the parish as a whole and where appropriate must be compatible with the statutory processes and the local context.

This Plan was prepared by Burghfield Parish Council. The main source of information used in the preparation of the Parish Refresh Action Plan was the results of the questionnaires sent to residents, local businesses and voluntary groups.

The Parish Council would like to thank all residents and organisations who were involved in and participated in the extensive work required in completing the Refresh process.

PICTURE



Refresh Objectives

This Refresh 2012 of the Parish Plan presents the communities vision for the Parish and provides the framework in which the community and the Parish Council will use in shaping development over the next 5 years.

PICTURE



Parish Plan Refresh Process

A Parish Plan is a living document with a requirement for communities to revisit and refresh every 5 years. The purpose of this process is to update the Action Plans following extensive consultation with their communities. This ensures that the documents are relevant and up to date to meet changing populations and emerging topics of interest.

The Parish Council initiated in November 2011 the Refresh process with a questionnaire being delivered to all households within Burghfield. This proved very successful with a total of 38% questionnaires completed and returned. They highlighted the concerns, opinions and views of residents for the future of the village.

These views were analysed and have provided the basis of the Refresh Action Plan. The Parish Council included questions to assist with resolving ongoing issues and to develop enhanced communication with local parishioners.

2,500 questionnaires were delivered to every property within the Parish during November 2011. Residents were asked to post them back using the prepaid envelopes, or complete online using their unique reference number. Two drop-in sessions were held at the village hall to offer assistance to anyone requiring help in completing the questionnaire. Local businesses were also sent questionnaires specifically designed with business requirements in mind; however, the response rate was very disappointing at just 1%.

The number of completed responses received was 900, with over 40% of those respondents being over the age of 60. The results reflect the views of 36% of total households and 15% of the population of Burghfield Parish.

Parish Councillors attended the May Fayre to encourage local residents to get involved in the implementation of the Parish Plan as well as leaflets being distributed to the 2,000 people who attended the Diamond Jubilee "Royal Rec" party organised by the Parish Council in conjunction with other local groups.

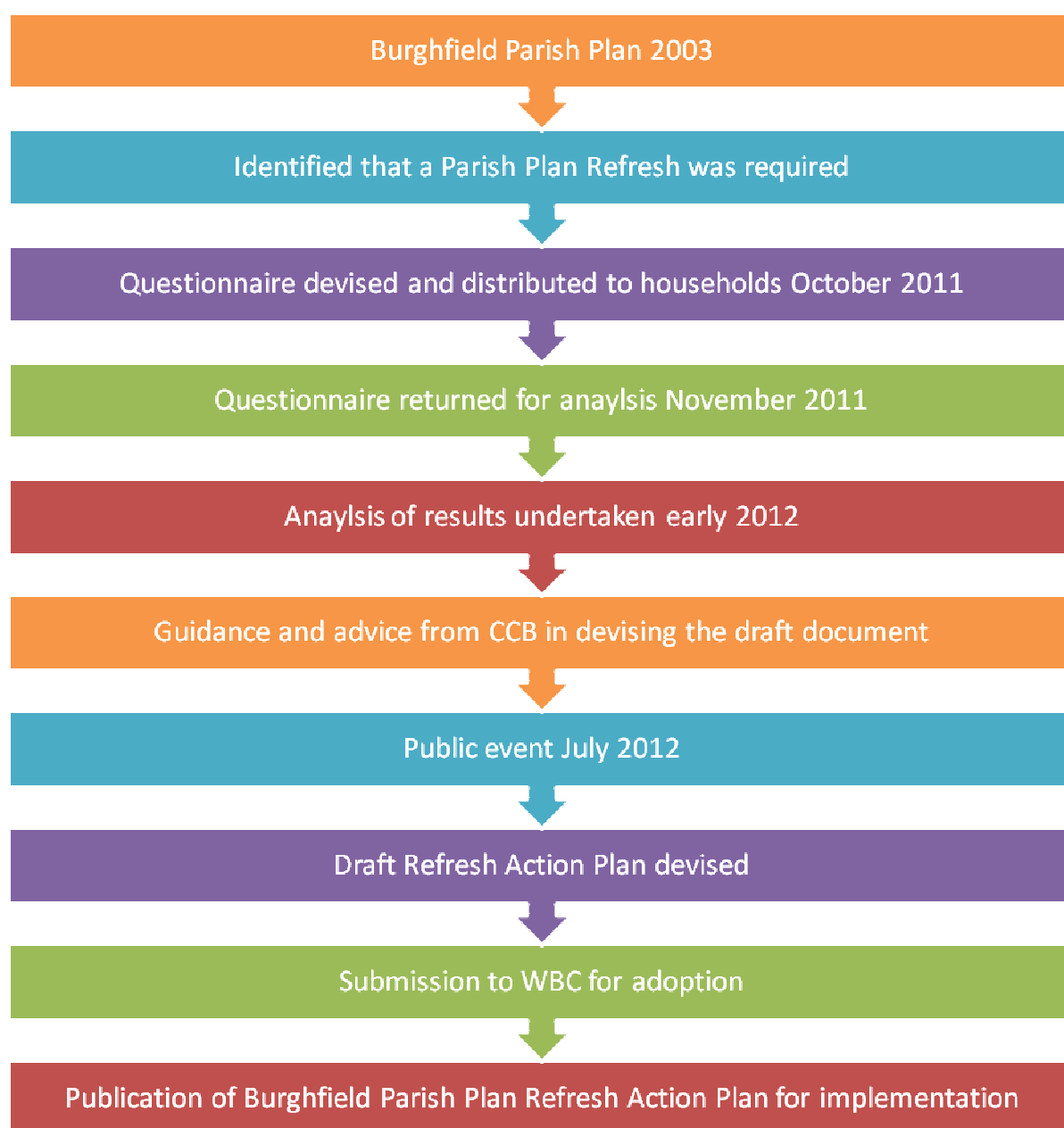
A public event was held at Burghfield Village Hall on 1st July 2012 to present the initial findings from the questionnaire to local residents and obtain further input and comments from a wider cross-section of the community as possible.

The Refresh process has aimed to reach as many areas of the community as possible to encourage wide feedback on the issues raised within the questionnaire. The Action Plan will continue to identify the wide range of groups within the community, encouraging partnership working where possible for the benefit of all.



The Parish Plan Refresh Action Plan –

The diagram below illustrates the process Burghfield Parish Council undertook in producing the Parish Plan Refresh Action Plan document





The Parish Plan Refresh Action Plan

The process of Parish Planning has developed extensively since the Council published its first Parish Plan in 2003. Establishing best practice from the experience of many differing communities, West Berks Council have developed a template for communities to use when formulating their individual Parish Plans.

The underlying requirement for communities, in accordance with the objectives set by West Berks Council, is to consider the needs and aspirations under the following five key Sustainable Community strategy themes:

- **A Stronger Community** – actions in this category should seek to include everyone, fostering a sense of belonging and participation in community life, providing similar life opportunities and accessible services for all.
- **A Greener Community** – this will include reduction of the community carbon footprint, reducing waste and increasing recycling, encouraging consumption of local produce and increasing the diversity of local wildlife.
- **A Safer Community** - examples of this include reducing anti-social behavior, reducing speed on roads and planning for emergencies.
- **A Prosperous Community** - supporting the economy of the village and rural employment, and encouraging tourism.
- **A Healthy Community** – communities have been asked to think widely about health, including such issues as fostering a sense of place and belonging, improving the health and well-being of local people, including young people, and promoting the independence of those residents who are vulnerable.

The following paragraphs, using the above headings, show the aspirations of the parishioners of Burghfield Parish with the resultant future vision, objectives and actions. This is followed by the consolidated Action Plan.



A New Vision for Burghfield Parish

Stronger Community

Questionnaire results and commentary

1. **Printed newsletters** – Residents were asked how they found information relating to the parish and local community events. It was evident from the replies that effective communication is seen as essential if we are to build a stronger community. 88% of respondents expressed a preference for printed publications as a way for Burghfield Parish Council to communicate with residents more effectively.
2. **Re-design of parish council website** – Residents were asked how Burghfield Parish Council could better communicate with residents. 40% of responses indicated that more information via the Parish Council web site was desired with an auto email alert system for news, new information or parish events.
3. **Conservation of the surrounding countryside** - 72% of respondents expressed the preservation of the countryside within Burghfield as an important aspect, contributing towards the overall well-being of the community.
4. **Maintaining a quiet environment** - Respondents expressed an overwhelming desire to maintain and conserve the peaceful rural environment. Supporting its nature, with access to the countryside, country walks and other rural characteristics of Burghfield.
5. **Open spaces within Burghfield Parish** - The conservation and enhancement of the open spaces within the parish are important to parishioners. Environmental management and conservation activities will help to maintain this valued asset and its biodiversity.

Vision for the future

- Support and encourage the production of printed newsletters
- Promote effective electronic communication with parishioners
- Enhance environmental management and conservation within Burghfield Parish



Key actions:

- **Printed Newsletter** - Closer local links with both businesses and schools to provide a printed newsletter for publication and circulation to Burghfield Parishioners.
- **Re-design parish website** –Implement changes to existing website to incorporate enhanced features such as email alert groups, parish documents and news, parish events and links to other Burghfield organisations.
- **Conservation of the surrounding countryside** –Identify priority areas and routes within Burghfield Parish for maintenance and enhancement. Working in conjunction with West Berkshire Council and professional organisations.
- **Maintaining a quiet environment** – Make the relevant authorities aware that Burghfield Parish is to remain a quiet and rural environment. Ensure this is reflected in the West Berkshire Local Plan.
- **Open spaces with Burghfield Parish** – Review and implement the Open spaces management plan to enhance and protect the open spaces within the parish.



Prosperous Community

Questionnaire results and commentary

1. **New housing development** –90% of respondents want to see the number of new houses limited, with a clear indication that Burghfield Parish remains a place where its distinctive character is maintained. There is a strong desire to limit expansion both within and outside the settlement boundary in the parish at large.
2. **National and Local Planning Policy compliance** - 80% want to see new developments in accordance with National and Local level Planning Policies. Burghfield has in recent years seen building of new houses increase and extensions to existing houses undertaken. These developments have generated considerable comment from parishioners and the parish council. Tight control of planning on an on-going basis is required to ensure planning policies are enforced, particularly in respect of site over-development.
3. **Parish led documents** - 73% believe that new developments should be in accordance with the Village Design Statement (adopted August 2011) which sets out the standard of house design, quality, character, style and space to complement the rural setting of Burghfield.
4. **Shopping facilities within Burghfield** - 75% of respondents state that Burghfield provides adequate grocery shopping for the next 5 to 10 years, with the emphasis on smaller shops offering personalised customer service and value for money whilst maintaining accessibility as being most important.
5. **Local support** - 70% of respondents support local retail and community services to encourage local businesses, maintain services and to retain the economic vitality of the parish.

Vision for the future

- Burghfield should remain a quiet, peaceful and rural parish valued for its beautiful countryside, and lack of urban noise and traffic
- To promote the local economy by supporting local businesses and service providers

Key actions:



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- **New housing development**—Ensuring new development strengthens the character and function of the settlements in the parish by working in conjunction with the Local Planning Authority in the preparation of the Site Allocations and Delivery DPD.
 - **National and local planning policy compliance** – To ensure future developments within the parish reflect, and are consistent with National (NPPF) and Local Planning policies (West Berkshire Local Plan).
 - **Parish led documents** -Ensure that future development proposals respond to the guidelines set out in the Village Design Statement (August 2011).
 - **Shopping facilities within Burghfield**—Draw up, publish and maintain a list of local businesses, e.g. information about local businesses, making available on both parish and community websites.
 - **Local support** – Support and encourage local businesses to promote the local economy.



Healthy Community

Questionnaire results and commentary

1. **The Willink Leisure Centre**— 59% of parishioners who responded use the Willink Leisure Centre. 30% wanted to see an improvement in the quality of the swimming facilities provided with an additional desire for a reduction in cost.
2. **Provision of Youth facilities**—42% of respondents cited that one of the areas requiring improvement within the parish was the provision of additional youth activities. 60% of respondents also expressed that teenagers hanging around on the streets was a problem within the parish.
3. **Provision of Play Areas**—75% of residents who responded advised they used the play areas provided by the parish council. The provision of such areas is an integral and important aspect of family life and general well-being for the children of Burghfield Parish.

Vision for the future

- To attain a friendly, well managed and vibrant Leisure Centre at the heart of a strong and healthy community.
- Promote a shared vision for how all parts of society – including councils, schools, charities, businesses – can work together in partnership to improve facilities and activities for young people
- To ensure that Burghfield Parish has a variety of high-quality places for all children to play safely.

Key actions:

- **The Willink Leisure Centre** - Promote, support and encourage the development of Leisure Facilities to ensure the well-being of parishioners
- **Provision of Youth facilities** - To expand the provision for the youth of Burghfield Parish by instigating a youth led, all-inclusive activities program for the next and future generation. By putting into place the framework that will enable Burghfield Parish Youth to develop their own activities with the support of the Parish Council
- **Provision of Play Areas** - To maintain the high quality play areas and facilities provided, identifying the importance of natural play for children within the parish



Greener Community

Questionnaire results and commentary

1. **Energy saving & conservation** -79% would like to see an increase in the use of alternative, sustainable energy sources being promoted in both existing and future housing developments to encourage a reduction in the carbon footprint within Burghfield Parish (Policies CS14 and CS15). 65% of respondents did not favour the use of wind turbines.
2. **Energy provision** - 80% of respondents expressed a desire for the introduction of solar powered street lighting as an energy saving option. However, 62% of residents said they would be happy for street lights to be switched off between 12am and 5am.
3. **Improved transport integration** - 86% of respondents would like to see better integration between the train and bus service. Frequency of service, and a desire for a reduction in fares featuring as the main areas for further investigation.

Vision for the future

- For Burghfield to become a greener and more sustainable parish
- Ensure that public transport integration and services are improved for the benefit of parishioners

Key actions:

- **Energy saving & conservation** - Encourage the local Planning Authority to develop and enhance the provision of energy saving measures in existing and future housing developments within Burghfield Parish
- **Energy provision** - To reduce the carbon footprint by encouraging a reduction in energy consumption, the promotion of renewable energy and an increase in energy saving measures within Burghfield Parish
- **Improved transport integration**—To investigate and identify potential improvements for the integration of local transport services



Safer Community

Questionnaire results and commentary

1. **Improvement in general highway repairs** - 58% of residents would like to see improvements in the on-going maintenance of roads and pavements within the parish by the local highway authority.
2. **Road safety improvements**—66% of respondents identified specific “danger spots” within the parish. An area of major concern amongst residents is the speed of traffic along both Reading Road and Clayhill Road, as well as the parking of vehicles outside local schools.
3. **Increased visibility and police presence** - 50% of local residents would like to see an increase in police visibility and perceived presence within the parish, to increase public reassurance and reduce the fear of crime.
4. **Increased facilities for the youth to reduce anti-social behavior**—54% of respondents considered anti-social behaviour as a minor problem within the parish. A request for additional youth activities within the parish was requested to ensure the issue does not escalate.

Vision for the future

- For Burghfield to become a safer place for all to live, work and enjoy
- Promote road safety within Burghfield Parish and encourage drivers to drive responsibly
- In partnership with the Local Police Authority, build a safer and more confident community to retain and protect the wellbeing of Burghfield parishioners

Key actions:

- **Improvement in general highway repairs** – Encourage the Local Authority to undertake thorough maintenance by engaging and building stronger relationships to the benefit of Burghfield Parish
- **Road safety improvement** – In partnership with the Local Authority, investigate traffic calming measures for potential implementation within the parish to address identified “danger spots”
- **Increased visibility and police presence** – To continue working with the Local Police Authority and Commissioners to promote the safety and wellbeing of Burghfield parishioners
- **Increased facilities for the youth to reduce anti-social behavior** – Promote, support and encourage the provision of additional youth activities within Burghfield Parish



Parish Plan Refresh Action plan 2012

<u>Objective</u>	<u>Issue for improvement</u>	<u>Action required</u>	<u>Priority</u>	<u>Justification</u>	<u>Lead Committee</u>	<u>Partners</u>
			H/M/L			
<u>Stronger Community</u>			High Med Low			
Improve communication with local residents	Printed Newsletter	Closer local links with both businesses and schools to provide a printed newsletter for publication and circulation to Burghfield Parishioners.	H	88%	Communications	Willink School, Local Community
	Re-design parish website	Implement changes to existing website to incorporate enhanced features such as email alert groups, parish documents and news, parish events and links to other Burghfield organisations.	H	40%	Communications	Webmaster, Local Clubs, Societies and Organisations
Retain character of Burghfield	Conservation of the surrounding countryside	Identify priority areas and routes within Burghfield Parish for conservation and enhancement of the countryside. Working in conjunction with West Berkshire Council and professional organisations.	H	Top three of "what makes Burghfield Special"	Community	West Berks Council, Council appointed Tree Specialist, Grounds Maintenance Specialists
	Maintaining a quiet environment	Make the relevant authorities aware that Burghfield Parish is to remain a quiet and rural environment. Ensure this is reflected in the West Berkshire Council Local Plan.	H	Top three of "what makes Burghfield Special"	Community	West Berks Council, County Associations, Surrounding Parishes
	Open spaces with Burghfield Parish	Review and implement the Open spaces management plan to enhance and protect the open spaces within the parish.	M	Top three of "what makes Burghfield Special"	Community & Infrastructure	Council appointed Tree Specialist, Grounds Maintenance Specialists, CPRE
<u>Prosperous Community</u>						



Local Housing needs	New housing development	Work in conjunction with the local Planning Authority in the preparation of Site Allocations and Delivery DPD	M	90%	Infrastructure Committee	West Berks Planning department, National Planning groups, CPRE
	National and local planning policy compliance	To ensure future developments within the parish reflect, and are consistent with National (NPPF) and Local Planning policies (West Berks Local Plan).	H	80%	Infrastructure Committee	West Berks Planning department, National Planning groups, CPRE
	Parish led documents	Ensure that future development proposals respond to the guidelines set out in the Village Design Statement (August 2011)	M	73%	Infrastructure & Governance and Finance	West Berks Planning department, National Planning groups, CPRE
Shopping needs	Shopping facilities within Burghfield	Draw up, publish and maintain a list of local businesses, e.g. information about local businesses, making available on both parish and community websites.	M	75%	Infrastructure & Communications	Local Community, West Berks Council, Local developers, Local businesses
	Local support	Support and encourage local businesses to promote the local economy.	M	70%	Infrastructure & Communications	Community, local businesses
Healthy Community						
Leisure Facilities	The Willink Leisure Centre	Promote, support and encourage the development of Leisure Facilities to ensure the well-being of parishioners	H	59%	Community committee	Willink Leisure Centre, West Berks Council
	Provision of Youth Facilities	To expand the provision for the youth of Burghfield Parish by instigating a youth led, all-inclusive activities program for the next and future generation. By putting into place the framework that will enable Burghfield Parish Youth to develop their own activities with the support of the Parish Council	M	42%	Community committee	Local Youth, Local Police, Local Schools and Community
	Provision of Play Areas	To maintain the high quality play areas and facilities provided, identifying the importance of natural play for children within the parish	M	75%	Community committee	West Berks Council, Local Schools, Local Community
Greener Community						



Energy Saving & Conservation	Energy saving & conservation	Encourage the local Planning Authority to develop and enhance the provision of energy saving measures in existing and future housing developments within Burghfield Parish	L	79%	Infrastructure	West Berks Council, Energy Saving Specialists, developers, West Berks Green Exchange, Greening Burghfield
	Energy provision	To reduce the carbon footprint by encouraging a reduction in energy consumption, the promotion of renewable energy and an increase in energy saving measures within Burghfield Parish	L	80%	Infrastructure	West Berks Council, Energy Saving Specialists, developers, West Berks Green Exchange, Greening Burghfield
Transport	Improved transport integration	To investigate and identify potential improvements for the integration of local transport services		86%	Infrastructure	West Berks Council, Local Transport providers, Local Community
Safer Communities						
Highways	Improvement in general highway repairs	Encourage the Local Authority to undertake thorough maintenance by engaging and building stronger relationships to the benefit of Burghfield Parish	H	58%	Infrastructure	West Berks Council Highways, Local Community
	Road safety improvement	In partnership with the Local Authority, investigate traffic calming measures for potential implementation within the parish to address identified "danger spots"	H	66%	Infrastructure	West Berks Council Highways, Local Community
Policing	Increased visibility and police presence	To continue working with the Local Police Authority and Commissioners to promote the safety and wellbeing of Burghfield parishioners	H	50%	Infrastructure	Local Police, Local Community
	Increased facilities for the youth to reduce anti-social behavior	Promote, support and encourage the provision of additional youth activities within Burghfield Parish	M	54%	Infrastructure & Community	Local Youth, Local Police, Local Schools and Community



Parish Plan Refresh Monitoring

Once the Parish Plan Refresh document has been adopted by the Parish Council, the actions identified within it need constant monitoring to check on progress. Review of the Parish Plan will be a regular ongoing process to ensure the actions can be achieved.

The Parish Action Plan will become a regular item on the Parish Council Agenda to ensure it stays fresh in people's minds; keeping people alert to what is happening and be useful in resolving any blockages or problems that may occur along the way, such as:

- **Dormant action or barriers** - There could be many reasons why a particular action is not going anywhere. The Parish Council should be able to find a way around any barriers. For example, if partner agencies are needed to help with a project, the Parish Council may be best placed to make contact with them and invite their participation.
- **Problems stopping progress** - If there is a blockage in achieving the action then this should be discussed with the Parish Council to determine a suitable resolution to the problem.

How often should the Plan be reviewed?

The plan can be reviewed at any time, but as a minimum, it should be reviewed on an annual basis. This will help to address any changes that may have occurred within the community, or any changes that need to take place in the action plan so that the Plan continues to be a representative and viable document. For example:

- **Themes** - Has anything changed significantly within any of the themes within the plan, and if so is further consultation with the wider community necessary as a result
- **Local changes** - Have new opportunities opened up within the community that could affect any proposed actions, or have any problems arisen preventing some actions being completed
- **Demographics** - Has there been a significant shift in the demographics of the community that will impact on any part of the plan and if so how should this be addressed
- **Identify changes** - Has there been any major change to the infrastructure of the area, such as new roads, or impact flooding, and what can be done within the confines of the Parish Plan to address these things
- **Is the plan still relevant** - Has all the work been done, or has none of the work been done?
- **What hasn't worked or happened** - Are there things that haven't happened due to lack of funding, or because there is a particular problem stopping progress



Parish Plan Refresh Implementation

The Parish Council, who will monitor implementation of the Parish Action Plan, will undertake the following steps;

- Restructure the Parish Council's Committee structure in line with the Action Plan to ensure timely, efficient delivery
- Key individuals and organisations will be approached, as necessary to ensure full implementation of key actions identified
- Liaison with existing groups will continue with enhanced communication being a key action
- Where identified, Partnerships will be formed to ensure progression of key actions and implementation of the future vision for Burghfield
- Continue to provide quality services to parishioners and where identified make improvements

Community-based projects can only be achieved with the support of and within the Community.

If any of the projects are of interest to you and you would like to become involved please contact:

Cally Morris
Clerk to the Parish Council
Telephone number: 0118 970 1754

Email: burghfieldclerk@gmail.com



Appraisal of achievements since 2003

The original 2003 Parish Plan led to a tremendous number of changes and improvements within the Parish. Some are certainly more visible than others but they all play a part in ensuring that Burghfield Parish continues to thrive.

The original Parish Plan identified nineteen priority proposals to achieve the future vision and objectives for Burghfield:

Policy 1	The proximity to the countryside is a great benefit to the residents and businesses of Burghfield Parish. It provides a quality setting and backdrop which should be maintained and enhanced where possible including by the creation of new rights of way, improved signage and access for all.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Enhancing quality and access to the countryside	Discussion with landowners, West Berkshire DC countryside officers	On Going
	Appraisal: Achieved by improving communications with WBC Countryside officers, resulting in additional areas being identified for enhancement and maintenance within the Parish. Open Spaces Management Plan implemented with the assistance of a Tree specialist within the Parish		
Policy 2	A series of circular rights of ways around Burghfield Village, Burghfield Common and Burghfield Bridge will further enhance and preserve the quality setting which the Parishioners of Burghfield appreciate.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Creation of circular recreational routes around the villages.	Identification of principle routes required, then as above.	Yes
	Appraisal: Circular walks identified within the Parish. The production of a Leaflet titled "Walks in and around Burghfield" to promote the policy		
Policy 3	The Parish Council will identify trouble spots and work with the Police and landowners to make these areas less attractive to dumpers. The Parish Council will investigate ways of further informing the public of how to dispose of cars, household waste and recycling items legally. The Parish Council will actively lobby West Berkshire District Council to provide and improve waste disposal and recycling centres at the eastern end of the District.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)



	Minimising fly tipping	Identify problem areas; establish effective lines of communication with local residents for reports, and with appropriate bodies for monitoring, enforcement and disposal.	Yes
	Appraisal: Through improved communications with local residents and the introduction of the WBC online reporting system, incidents of fly tipping within the Parish have decreased significantly.		
Policy 4	The Parish Council will seek to assist West Berkshire District Council in identifying priority areas and routes which need further grass cutting maintenance – it will also seek to inform landowners of their responsibilities regarding hedge trimming along roads.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Priority roadside grass cutting	Identify priority roads and discuss priorities with WBDC.	Yes
	Appraisal: Working in conjunction with WBC, additional priority areas have been identified with action taken.		
Policy 5	As a matter of urgency, prior to the next growing season, the Parish Council will identify junction visibility problems which need to be given priority for maintenance on the grounds of highway safety.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Identification of junctions requiring visibility splay maintenance.	Identify specific junctions for priority treatment the as above.	Yes
	Appraisal: Junctions identified for maintenance by both WBC and local landowners. Areas addressed and added to the WBC annual maintenance programme		
Policy 6	The Parish Council will identify priority routes where cycle ways should be developed to enable: <ul style="list-style-type: none"> • Safer cycling routes – with physical segregation • from traffic wherever possible • Local trips to be cycled – including schools, local shops and recreation grounds • Pleasure rides to be created for cycling 		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Cycle ways – for work, school and pleasure.	Work with WBDC highways department and transport strategy team.	Yes



	Appraisal: Cycle stands at commercial and recreational sites within Burghfield Parish installed. Annual Family Bike Ride initiated to further encourage cycling for pleasure		
Policy 7	The Parish Council, in further consultation of its parishioners, will consider the identification of a general central area where it would favour the intensification of retail, commercial and leisure developments, of an appropriate scale and use, to promote the establishment of a 'village Centre'.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Creation of a 'Parish Centre'	Identify general area in principle, consult with parishioners, landowners, developers and discuss with local plans officers at WBDC for identification within next local plan.	Yes
	Appraisal: Detailed consultation with local parishioners has identified that the improvements and enhancement of the retail facilities within Burghfield were sufficient for the next 5 to 10 years. Improved community spirit through local activities and events have brought together the three settlement areas within the parish, enhancing the overall sense of belonging		
Policy 8	The Parish Council will provide a purpose built Sports Pavilion on the Common Recreation Ground.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Sports Pavilion	To progress construction of this project	Yes
	Appraisal: Sports pavilion built and now regularly used		
Policy 9	The Parish Council will seek to improve the existing facilities for these sports, and liaise with local clubs and societies to identify how best to improve sporting facilities - with the aim of increasing community involvement in these activities.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Improvement of sporting facilities	Identify specific sports, involve clubs	On-going
	Appraisal: Continuing communication with local clubs and societies for future development		



Policy 10	The Parish Council will promote the use of its own facilities for use by organised sports, holiday play schemes, after school clubs and adult education and will where appropriate, support organisations providing these services with grant aid. The Parish Council will consult and inform the organisers of adult education that there is a desire for further adult education facilities within the Parish.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Promotion of Parish Council facilities for organised activities.	Raise awareness of facilities, booking process, grant funding available.	On-going
	Appraisal: Parish owned facilities promoted for use by local organisations through enhanced advertising and publicity. Further work is required for the development of further adult education opportunities within the parish		
Policy 11	The Parish Council will seek a range of house sizes on new developments and will expect a variety of 2, 3 and 4 bed units on all developments to encourage them to be occupied by families as well as singles and couples.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Variety of house sizes	Response to planning applications	Yes
	Appraisal: Planning applications responded to in accordance with this policy to promote a mix of housing developments within the parish		
Policy 12	The Parish Council will support the redevelopment of brownfield sites in principle, but will resist the redevelopment of existing community, retail, leisure and employment sites where the new use is for mono-residential use only.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Promotion of mixed-use redevelopment schemes	Response to planning applications	Yes
	Appraisal: Planning applications responded to in accordance with this policy to promote a mix of housing developments within the parish		
Policy 13	The Parish Council will meet with the Environment Agency, other agencies and local Councils to explore the method of flood alleviation and to press for measures which will limit the risk of flooding of Parishioners' homes – existing and proposed.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Minimising flooding	Enter discussions with appropriate bodies.	Yes
	Appraisal: Extensive dialogue held with the appropriate bodies. Action taken to progress flood alleviation measures within the parish. Introduction of annual culvert clearing and maintenance		



Policy 14	The Parish Council will seek to support the retention, expansion and creation of community facilities, especially those which widen the range of facilities already existing within the Parish.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Supporting and expanding Community Facilities.	Response to planning applications	Yes
	Appraisal: Detailed consultation with local parishioner's identified that the improvements and enhancement of the retail facilities within Burghfield were sufficient for the next 5 to 10 years.		
Policy 15	The Parish Council will investigate ways of reducing the fear of crime and actual crime by the use of: <ul style="list-style-type: none"> · Security wardens, parish wardens, recreation stewards · Inputting into the planning system with initiatives to 'design out crime' · Security surveillance systems (CCTV etc.) · Neighborhood watch schemes · Advice on home security 		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Reducing perceived and actual Crime.	Explore ways of reducing these issues.	Yes
	Appraisal: Introduced a part funded, full time PCSO (Police Community Support Officer). Enhanced CCTV at recreational grounds, encouraged Neighbourhood Watch Schemes and developed further liaison with local residents regarding home security through WBC		
Policy 16	The Parish Council will when possible, budget for a Parish Newsletter and endeavor to fund and co-ordinate volunteers to set up; maintain an active Newsletter and website for Burghfield Parish.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Parish Newsletter and Website	Contact those parishioners who expressed an interest, set up primary funding, explore additional funding	Yes
	Appraisal: Website developed and fully operational. Newsletters distributed throughout the parish.		
Policy 17	The Parish Council will liaise with the highway authority to identify priority rural roads where speed restrictions should be 50 mph or less.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)



	Identifying rural roads for 50 mph zones.	Discuss with WBDC highway officers.	Yes
	Appraisal: Roads identified through liaison with WBC Highways with speed restrictions implemented accordingly		
Policy 18	The Parish Council will liaise with the WBDC on highway issues and will focus the highway authority's attention on those areas that matter most to Burghfield Parishioners.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Highways – specific trouble spots	As above.	Yes
	Appraisal: Improved relations with WBC Highways officers resulting in an enhanced maintenance programme for identified trouble spots within the parish		
Policy 19	The Parish Council will take into account the needs of all users including disabled users when responding to consultations on planning applications. It will identify suitable locations for disabled parking bays within its car parks and will work with the WBDC access officer to raise awareness of these issues.		
	Issue	Implementation/actions by BPC	Completed (Yes / No)
	Access for all	Response to planning applications, reappraise own facilities.	Yes
	Appraisal: Planning applications responded to in accordance with this policy to promote overall awareness of the requirements within the Disability Discrimination Act.		