



**Stratfield Mortimer Parish Council**  
**All Members of the Council are Summoned to attend the**  
**Parish Council Meeting**  
**on Thursday 10th January 2019 at 7:30pm**  
**at the Methodist Church Hall, West End Road, Mortimer**

No.	<u>Item Detail</u>																													
18/458.	Public Questions.	TR																												
18/459.	To receive any apologies for absence.	TR																												
18/460.	<b>Declarations of Interest.</b> To receive from Members, in respect of any items included on the agenda for this meeting, disclosure of any interests in line with the Parish Council's Code of Conduct and gifts and hospitality in line with Government legislation.	TR																												
18/461.	To resolve to <b>APPROVE</b> the Minutes of the Parish Council Meeting of 8 <sup>th</sup> November 2018.	TR																												
18/462.	To receive an update on actions taken from the previous Parish Council meetings.	Clerk																												
18/463.	To receive and <b>APPROVE</b> the Income and Expenditure Report and Balance sheet for the two months to 30 <sup>th</sup> November 2018.	RFO																												
18/464.	To receive and <b>APPROVE</b> the draft budget and to <b>DECIDE</b> the precept proposals for 2019/2020.	TR																												
18/465.	To receive a report from Mortimer Cricket Club (MCC) on the 2019 season, and the use by Shinfield Cricket Club of the Fairground Cricket pitch and to <b>AGREE</b> a request by MCC to again permit Shinfield 3rd XI cricket team to use the Fairground Cricket pitch on an equivalent number of dates during the summer 2019 season, when not in use by the Mortimer team.	Clerk																												
18/466.	To receive District Councillors' Reports.	TR																												
18/467.	To note the meetings that have taken place of the following committees and to receive the draft minutes: Roads, Footpaths and Commons 4 <sup>th</sup> December 2018 Planning 11 <sup>th</sup> December 2018 Finance and General Purposes 3 <sup>rd</sup> January 2019	TR																												
18/468.	To receive an update on the pavement outside Mortimer Café and David Cliff Estate Agents and to <b>RESOLVE</b> the next action to be taken.	CL																												
18/469.	To receive planning decisions and information from West Berkshire Council. <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Application</u></th> <th style="text-align: left;"><u>Address</u></th> <th style="text-align: left;"><u>Decision</u></th> <th style="text-align: left;"><u>Date</u></th> </tr> </thead> <tbody> <tr> <td>18/02825/NONMAT (16/03348/FULD)</td> <td>49 Stephens Close, Mortimer Common, RG7 3TY</td> <td>Refused</td> <td>03/12/18</td> </tr> <tr> <td colspan="4"><b><u>SMPC Comments</u></b></td> </tr> <tr> <td colspan="4">No comments - Non-material amendment to approved planning reference 16/03348/FULD</td> </tr> <tr> <td>18/02722/FUL</td> <td>Land at Lanes Wood, Mortimer, Reading</td> <td>Approved</td> <td>20/12/18</td> </tr> <tr> <td colspan="4"><b><u>SMPC Comments:</u></b></td> </tr> <tr> <td colspan="4">The Committee had no objections and supports this as a necessary upgrade to the tanks. However, it was noted that the red separation distance line, as indicated on the</td> </tr> </tbody> </table>	<u>Application</u>	<u>Address</u>	<u>Decision</u>	<u>Date</u>	18/02825/NONMAT (16/03348/FULD)	49 Stephens Close, Mortimer Common, RG7 3TY	Refused	03/12/18	<b><u>SMPC Comments</u></b>				No comments - Non-material amendment to approved planning reference 16/03348/FULD				18/02722/FUL	Land at Lanes Wood, Mortimer, Reading	Approved	20/12/18	<b><u>SMPC Comments:</u></b>				The Committee had no objections and supports this as a necessary upgrade to the tanks. However, it was noted that the red separation distance line, as indicated on the				MD
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	<p>site layout plan, did not appear to be the required full 3m distance where it crossed over to the existing roadway.</p> <p>18/02813/HOUSE 40 Stephens Road, Mortimer Common, RG7 3TU Approved 21/12/18</p> <p><b><u>SMPC Comments:</u></b></p> <p>No objections to the development of this plot but the Planning Committee supports Highways' condition that the vehicle parking and/or turning space is required to be surfaced as stated in their correspondence on 8th November 2018. It is not clear whether the two proposed additional parking spaces meet the required minimum size, if not cars will protrude onto the pavement.</p> <p>18/02668/HOUSE 22 King Street, Mortimer Common, RG7 3RS Approved 07/12/18</p> <p><b><u>SMPC Comments:</u></b></p> <p>As the proposed block plan indicates only two parking spaces for this development, SMPC object on the grounds that inadequate parking spaces have been provided. The Stratfield Mortimer NDP Policy GD2 and West Berkshire Council's residential standard parking requirement is for 3 parking spaces for a four-bedroom house in Zone 3.</p> <p>18/02692/HOUSE Yewtree Cottage, Brewery Common, Mortimer, RG7 3JE Approved 21/12/18</p> <p><b><u>SMPC Comments:</u></b></p> <p>No objections.</p> <p><b>To receive any further decisions made following date of this Agenda.</b></p>																																		
<p><b>18/470.</b></p>	<p><b>To receive and note a summary of payments made with authorisation of Chairman or Vice-Chairman:</b></p> <table border="0"> <tr> <td>1</td> <td>Salaries &amp; Wages – Mth. 8 – 2018 (November) Note: this figure includes a Direct Debit for the pension element</td> <td style="text-align: right;">£3278.55</td> </tr> <tr> <td>2</td> <td>HMRC – Month 8 (November) 2018/2019 PAYE/NIC.</td> <td style="text-align: right;">£805.46</td> </tr> <tr> <td>3</td> <td>Castle Water – Fairground water charges June-November (<b>DD</b>)</td> <td style="text-align: right;">£10.27</td> </tr> <tr> <td>4</td> <td>Acorn Ecology – Preliminary Pond Restoration Survey – inc. VAT</td> <td style="text-align: right;">£1,548.00</td> </tr> <tr> <td>5</td> <td>LexisNexis – Arnold Baker Local Council Admin Guidebook</td> <td style="text-align: right;">£111.12</td> </tr> <tr> <td>6</td> <td>Early Town Council – Universal Safeguarding Course for the Clerk – inc. VAT</td> <td style="text-align: right;">£24.00</td> </tr> <tr> <td>7</td> <td>Real Christmas Trees Ltd – supply &amp; delivery of Christmas tree for Fairground – inc. VAT</td> <td style="text-align: right;">£450.00</td> </tr> <tr> <td>8</td> <td>Oliver Signs – A0 Correx for Footpaths Forum – inc. VAT</td> <td style="text-align: right;">£40.80</td> </tr> <tr> <td>9</td> <td>Oliver Signs – 2x A1 Correx of WB Footpath Map – inc. VAT</td> <td style="text-align: right;">£40.80</td> </tr> <tr> <td>10</td> <td>AES – extra works on Fairground (install new grass mats and concrete at entrance gate) – inc. VAT</td> <td style="text-align: right;">£642.00</td> </tr> <tr> <td>11</td> <td>Terrain Geomatics – extended topographical survey for Station car park – inc. VAT</td> <td style="text-align: right;">£648.00</td> </tr> </table>	1	Salaries & Wages – Mth. 8 – 2018 (November) Note: this figure includes a Direct Debit for the pension element	£3278.55	2	HMRC – Month 8 (November) 2018/2019 PAYE/NIC.	£805.46	3	Castle Water – Fairground water charges June-November ( <b>DD</b> )	£10.27	4	Acorn Ecology – Preliminary Pond Restoration Survey – inc. VAT	£1,548.00	5	LexisNexis – Arnold Baker Local Council Admin Guidebook	£111.12	6	Early Town Council – Universal Safeguarding Course for the Clerk – inc. VAT	£24.00	7	Real Christmas Trees Ltd – supply & delivery of Christmas tree for Fairground – inc. VAT	£450.00	8	Oliver Signs – A0 Correx for Footpaths Forum – inc. VAT	£40.80	9	Oliver Signs – 2x A1 Correx of WB Footpath Map – inc. VAT	£40.80	10	AES – extra works on Fairground (install new grass mats and concrete at entrance gate) – inc. VAT	£642.00	11	Terrain Geomatics – extended topographical survey for Station car park – inc. VAT	£648.00	<p>Clerk</p>
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	12 Englefield Estate - quarterly rent for burial ground 25/12/18-24/03/2019	£62.50	
	13 West Berkshire Council – contribution to Mortimer Library 2018	£3,735.00	
	14 Mortimer Community Centre Hire – Community Carols on 22 <sup>nd</sup> December	£25.00	
	15 CIA Fire & Security – deposit for supply & installation of access gate system on tennis courts – inc. VAT	£3,405.00	
	16 C&D Facilities – carry out works on perimeter boundary lines at cemetery – inc. VAT	£414.60	
	17 C&D Facilities – additional work at cemetery (fencing panels) – inc. VAT	£390.70	
	18 L. Hannawin expenses – 1 <sup>st</sup> class stamp book	£8.04	
	19 SUEZ Recycling – Fairground carpark November fees – inc. VAT (DD)	£119.60	
	20 1 <sup>st</sup> Burghfield Scouts – reissue of payment for Summer newsletter distribution (original cheque missing and not paid in – Unity Trust now cancelled original payment)	£160.00	
	21 Vision ICT – biennial fee for gov.uk domain renewal – inc. VAT	£66.00	
	22 Viking (Office Depot) – replacement office workstation chair – inc. VAT	£119.99	
	23 Dad's Shop – concrete, fence post, lawn rake, refuse bags, nails & washers – inc. VAT	£89.60	
	24 West Berkshire Council – rent for West End car park	£10.00	
	25 B. O'Reilly – phone top up for Custodian	£20.00	
	26 B. O'Reilly – wireless Perixx vertical right-handed mouse	£12.99	
	27 Salaries & Wages – Mth. 9 – 2018 (December) Note: this figure includes a Direct Debit for the pension element	£3500.19	
<b>18/471.</b>	<b>Finance - To resolve to agree accounts for payment:</b>		TR
	1 HMRC – Month 9 (December) 2018/2019 PAYE/NIC.	£981.88	
	2 AES – Fairground Gate repair inc. VAT	£222.00	
	3 AES – Installation of new picnic tables and litter bins on Fairground – inc. VAT	£5,100.00	
	4 Stuart Michaels Associates – fees and expenses for traffic count and boundary search for Mortimer Station Car Park – inc. VAT	£2,130.00	
	5 M. Dennett – Expenses (wooden rail for Fairground)	£19.44	
	6 S. Hill – Expenses – gas cylinder for beacon	£15.99	
	7 B. O'Reilly – Expenses – 50x 2 <sup>nd</sup> Class Stamps and refreshments at Road Forum meeting	£33.58	
	8 Unity Trust Bank – charges for paying-in from Sept 2018 (DD)	£8.70	
	9 BALC – CILCA Course for Clerk – inc. VAT	£408.00	

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	<p>10 SSE – Electricity charges to 18 December Plot 1 Fairground – inc. VAT at 5% <b>(DD)</b> £18.59</p> <p>11 SSE – Electricity charges to 18 December Fairground car park – inc. VAT at 5% <b>(DD)</b> £18.59</p> <p>12 SSE – Electricity charges to 18 December Plot 2 Fairground – inc. VAT at 5% <b>(DD)</b> £75.97</p> <p>13 British Telecom – fee and charges for quarter on landline, mobile and broadband – inc. VAT <b>(DD)</b> £370.30</p> <p>14 Dad’s Shop – wooden broom and metal washer/hardware – inc. VAT £10.04</p> <p>15 L. Hannawin expenses – printer cartridges &amp; tennis diary for Budgens £138.80</p> <p>16 SUEZ Recycling – Fairground carpark November fees – inc. VAT <b>(DD)</b> £119.60</p>	
<b>18/472.</b>	<b>To receive the Clerk’s report (for information only).</b>	Clerk
<b>18/473.</b>	<p><b>To receive Correspondence (for information only).</b></p> <p>1 Email from West Berkshire Council: 1) Adoption of the Sustainable Drainage Systems Supplementary Planning Document 2) Designation of a new Neighbourhood Plan Area – Lambourn Parish.</p> <p>2 Email from West Berkshire Council: A grant of approximately £2million has been received from the Department for Transport.to aid local authorities to fix potholes and other repairs.</p> <p>3 Email from West Berkshire Council: Precept Request Form</p> <p>4 Email from NAG: Next meeting is 16th January 2019, 5.00pm, Burghfield.</p> <p>5 Email from West Berkshire Council: Consultation on proposed school term dates for 2020/21 is running from 7<sup>th</sup> January – 24<sup>th</sup> February.</p>	Clerk
<b>18/474.</b>	<b>Items for Communicating and newsletter</b>	DK
<b>18/475.</b>	<b>To receive Minor Matters (for information only)</b>	TR
<b>18/476.</b>	<b>To receive any future Agenda Items</b>	TR
<b>18/477.</b>	<p><b>Exclusion of Press and Public</b></p> <p>To pass a resolution to exclude members of the press and public from the meeting at Part II, items 18/481 and 18/482 on the Agenda, due to the confidential nature of the information being discussed</p>	
<b>PART II</b>		
<b>18/478.</b>	<b>To receive an update on the Station Car Park and APPROVE the proposed changes in approach, additional surveys, work required, and proposed timetable as recommended by Finance and General Purposes.</b>	PW
<b>18/479.</b>	<b>To note the progress with regards to Risk Management and review and agree the actions required.</b>	AR

L.Hannawin, Parish Clerk  
4<sup>th</sup> January 2018

# Stratfield Mortimer Parish Council

**Members of the public and press are welcome to attend.**