



Stratfield Mortimer Parish Council

Unadopted Minutes of Annual General Meeting held on 9th May 2002 at 7.45 p.m.

Present: G Puddephatt (Chairman), Councillors: C Lewis, P Challis, Mrs A Philips, A Thorpe, K Davies, M Loader, Ms S Harding, Mrs R Weiss, J Morden, R Peters, L Picking, J Gosling, J Mazillius, Mrs J Kirk (Clerk) and 1 Member of the Press.

Apologies: Mrs J Lever, Mr K Lock

- 02/82 **Election of Chairman for 2002-2003:** Mr G Puddephatt was proposed Chairman for 2002/2003 by Mr A Thorpe and seconded by Mr J Gosling agreed unanimously and was duly elected Chairman for the coming year.
- 02/83 **Election of Vice Chairman for 2002-2003:** The election for the post of Vice Chairman was held over until next month's meeting. Mr Picking agreed to continue as Vice Chairman pro tem.
- 02/84 **Nomination of Committee Members:**
Chairman and Vice Chairman are ex officio on all Committees.
- a) Planning: Mr J Morden, Mr P Challis, A Thorpe, J Gosling, Mrs A Philips, L Picking.
 - b) Roads, Footpaths & Commons: Mr R Peters, Mr P Challis, Mr M Loader, Mr J Mazillius, Prof K Davies.
 - c) Fairground, Trees & Amenities: Mrs A Philips, Mr C Lewis, Mr P Challis, Mrs R Weiss, Mrs J Lever
 - d) Fairground Refurbishment: Mr C Lewis, Ms S Harding, Mrs A Philips, Mrs R Weiss.
 - e) Finance and General Purposes (including Standing Orders): The Chairmen of all other Committees
 - f) Cemetery: Mr J Gosling, Mr M Loader, Mr P Challis, Mr C Lewis, Mr R Peters, Mr L Picking
 - g) Youth Council: None
- 02/85 **Appointment of Play Area Inspector:** Mrs A Philips proposed that Mr J Mazillius continue as Play Area Inspector. This was seconded by Mr P Challis and agreed unanimously.
- 02/86 **Appointment of Press Liaison Officer:** Mr G Puddephatt proposed that Mrs J Kirk (Clerk) continue as Press Liaison Officer and this was seconded by Mr J Gosling and agreed unanimously.
- 02/87 **Appointment of Representatives to Outside Bodies:**
- a) Burghfield & Mortimer Volunteer Bureau: Mrs A Philips
 - b) Berkshire Association of Local Councils: Mr G Puddephatt and Mrs J Kirk
 - c) St John's Hall Management Committee: Mr L Picking
 - d) Willink Recreation Centre: Mr J Morden
 - e) AWE Liaison Committee: Mr J Mazillius
 - f) Relief in Need Charity: Mr L Picking
 - g) Clarks Educational Charity: Mr J Gosling
- 02/88 **Minutes and Matters Arising:**
- Minutes:**
The Minutes of the Meeting of the 11th April 2002 were approved as a true record and signed by the Chairman.
- Matters Arising:**
02/48(ii) Parking for Mortimer Station. Mr Puddephatt reported that a reply had been received from The Environment Agency regarding the parking of vehicles adjacent to the Foundry Brook which stated that the concerns raised regarding riverbank erosion and flooding have been noted and should be addressed. The Agency has supervisory powers but no responsibility for the watercourse or its bank. There are Thames Region Land Drainage Byelaws applicable to this watercourse and the

Agency is the enforcing Authority for these but at the present time none of the existing Byelaws are being breached. Two booklets were enclosed entitled "Living on the Edge" and Land Drainage Byelaws. The Agency will continue to monitor the situation but have said that if consideration is being given to installing physical barriers to prevent vehicles leaving the highway Land Drainage Consent will need to be obtained, as works will be within 8 metres.

02/89 **Report from District Councillors:** Ms Harding reported that the annual meeting of West Berkshire Council was held and committees and cabinet appointed. Mr Keith Lock has stepped down as Leader and is no longer a member of the cabinet. Mr Lock is now on the Strategy and Commissioning Select Committee and Children and Young People Committee and Ms Harding is a member of the Community Care Select Committee and vice Chair of Children and Young People Committee, plus the Planning Committee.

02/90 **Planning: Report:** Mr Morden reported that The Planning Committee met twice during the month at the Parish Office, on 15th April 2002 and 25th April 2002 when ten applications were considered:

02/00629/FUL The Carpenters Arms, Windmill Road, Mortimer - Demolition of existing Public House building and construction of 8 No 2 Bedroom Apartments.

No objection to design, layout preferable to original application. Concerns raised regarding out of keeping with village location and inadequacy of parking places.

02/00712/TELE56 Great Park Farm, Mortimer (Orange Personal Communications Services Limited) - Installation of three antennas and one microwave dish on Pylon BB16, and an associated equipment cabin within a fenced compound adjacent to the pylon.

No objections

02/00574/HOUSE 2 The Bungalow, Mortimer Lane, Mortimer - Conservatory.

Object: Position of proposed conservatory at front of bungalow, facing Mortimer Lane considered to be beyond "building line" and creating precedent.

02/00591/HOUSE Wendover, The Street, Mortimer. Removal of existing blockwork and asbestos sheet garage. Erection of new building at the end of the old conservatory to create a granny flat/future garage.

Object: Over development of site, unsympathetic layout. If allowed, condition to be placed restricting occupancy of annex, to prevent creation of separate dwelling.

02/00669/HOUSE 53 Groves Lea, Mortimer – Conservatory

No objections.

02/00662/HOUSE Pond House, Kiln Lane, Mortimer – widen existing first floor balcony from 4ft to approx. 8 ft wide.

No objections

02/00725/HOUSE 3 Hendys Cottages, Summerlug, Mortimer. Replacement of existing conservatory with new conservatory.

No objections.

02/00678/HOUSE 65 The Avenue, Mortimer – Reconstruction of roof to form first floor rooms.

No objections.

02/00783/HOUSE 1 Briar Lea Road, Mortimer. Single storey rear extension, roof conversion and demolish existing out buildings.

Object:

No objection to rear extension and demolition of out buildings but **object** to dormer windows to front elevation to only one pair of semi detached Victorian Houses. It will unbalance the roof, be detrimental to street scene and set a precedent.

02/00809/FUL Serena, Birch Lane, Mortimer. Detached Chalet Bungalow.

Object:

1. We have been advised by neighbouring house holders that the spur to Birch Lane is a Private Road and the applicant has no right of access where indicated and permission to access at this point will be refused.
2. As a result this application becomes "back land development".
3. There will be considerable loss of trees not indicated on the application.
4. Basingstoke and Deane refused permission for back land development some years ago (prior to country boundary revision).

Notice of Appeal: Land adjacent to Oak Stumps Birch Lane. Appealing against West Berkshire Council refusal to the erection of new one bedroom bungalow.

The following Planning Decisions have been received:

02/00669/HOUSE 53 Groves Lea, Mortimer – Conservatory – Approved.

- 02/91 **Roads, Footpaths and Commons:** No report.
- i. **Update on Gas Main Brewery Common:** Prof. Davies reported that he has had a meeting with Michele Sherman, Senior Legal Assistant, West Berkshire Council and confirms that West Berkshire Council will be handling this case on behalf of the Parish Council. This will include the question of making good the surface of the Common.
- 02/92 **Fairground, Trees and Amenities:** Mrs Philips reported that the Fairground Sub Committee met on the 29th April 2002. The fence around the tennis court needs repairing. Following the Play Area inspection and report quotes are being obtained to repair the hoops of the play area fence that have been bent over. Part of the safety surface is damaged and needs to be replaced with wet pour. Repairs need to be made to the sea saws and a rung on the ladder to be replaced. Mr Mazillius is to carry out these repairs. The Cricket Club have only partly taken down the broken practice nets and Mrs Philips is to contact them. A new set of guidelines is being drawn up for letting the Fairground. Mrs Philips also reported that a specification is to be drawn up and estimate obtained for building a proper path from Victoria Road to Windmill Road to accommodate pushchairs etc. To tidy the Fairground **VOLUNTEERS ARE REQUIRED FOR FAIRGROUND RUBBISH COLLECTING ON SUNDAY 16TH JUNE FROM 10 A.M.** The Clerk is to advertise and hopefully get a willing group of volunteers to help tidy the Fairground, a number of councillors have said they will help. It was agreed that Mrs Philips could purchase the necessary equipment (gloves etc.) to use on the day.
- i. **Mortimer Fairground Trust – Report:** Prof. Davies reiterated that the present relationship between the Trust and the Parish Council is that of agency. The grant of a tenancy might be more convenient but this would need the approval of the Charity Commission.
- ii. **To Consider Amended Quotation from J Clarke for the Proposed Fence Around the Car Park:** An Amended quotation had been received from Mr Clarke (as his previous quotation was in September) and was considered by the council. Mr C Lewis proposed that the revised figure of £3,122.00 (to include the painting of the main entry barriers at £125.00) be accepted and this was seconded by Mr A Thorpe and unanimously accepted. **The Clerk** to action.
- iii. **To Consider quotations for repairs to the Playground and Playground Fence:** Mrs Philips proposed that up to £200 plus carriage and VAT be spent on purchasing wet pour this was seconded by Mr J Gosling. Quotations are being obtained to repair the Playground Fence and will be considered at the next meeting.
- iv. **Permission to Advertise on Fairground Fence:** A request from the PCC to advertise on the Fairground fence for events from the 11th to 25th May and for events for the Queen's Golden Jubilee for Monday 3rd June. This was agreed and **The Clerk** to advise PCC.
- v. **Tennis Court Bookings & Key Arrangements:** Mrs Philips advised that the tennis court bookings are now held at Forbuoys. Mrs Philips proposed that a sum of £40.00 be spent to purchase a new set of keys and padlock for the tennis court. This was seconded by Mr L Picking. **Mr J Mazillius** to action. A quotation for a set of numbered key fobs has been obtained (see 02/96).
- 02/93 **Cemetery:** Mr Gosling reported that the grass has been cut well in both the Cemetery and the Churchyard. The Cemetery Committee are to meet to discuss price increases etc and will he will report back at the next meeting.
- 02/94 **Code of Conduct, Register of Members' Interests and Declaration of Acceptance of Office:** Mrs Kirk advised that The Standards Board for England have confirmed receipt of Stratfield Mortimer's Code of Conduct. As all members have now signed the Register of Members' Interest and Declaration of Acceptance and **The Clerk** will send these to The Monitoring Officer at West Berkshire Council and display a notice saying that the Code is available to the public.
- 02/95 **New Audit Arrangements/Consultation Paper:** Mr Mazillius outlined the Consultation Paper that he had written regarding the New Audit Arrangements (previously circulated to all councillors). The paper highlights the areas where the council are compliant and partially compliant in the new procedures. Mr Mazillius said that Stratfield Mortimer's Draft Standing Orders need to be adopted and possibly amended. **The Clerk** to arrange for this to be discussed at the next Finance and General Purposes Meeting.

- Mr Puddephatt advised that two tenders had been received for the position of Internal Auditor of approximately six hours a year. These were discussed and Mr Peters proposed that Mr F J Feline's tender be accepted, Mr Picking seconded this and it was unanimously accepted. **The Clerk** to action.
- 02/96 **To Consider Quotations for Library and Parish Office Sign, Notices for Notice Boards, Fairground Fence and Tennis Court Key Fobs.** A quotation has been received from Mr J Williams to supply:
1. New combined Library/ Parish Council sign
 2. 6 x notice board signs.
 3. 4 x signs for Fairground Fence
 4. 20 x key fobs for tennis court keys
- Mr A Thorpe proposed that we accept this quotation at a cost of £456.00 plus VAT; this was seconded by Mr R Peters and unanimously accepted. **The Clerk** to action.
- 02/97 **Update on Launch of Village Plan:** Mr Puddephatt reported that following the initial launch at the Annual Parish Assembly the newly formed Committee of 11 people (5 members of the public) had met once and discussed the way forward. A questionnaire is to be sent to each household asking for their vision for the future of Mortimer with a Drop in Meeting at St John's Hall on Saturday 8th June from 9:30 a.m. to 1:00 p.m. Mr Puddephatt said that more volunteers will be needed and the next meeting will be on Tuesday 14th May at 7:30 p.m. in The Parish Office. Mrs Kirk said that confirmation had been received from The Countryside Agency that the Registration of Intent had been received and registered and that a formal grant offer will be made once they have received a full application.
- 02/98 **Councillor Training Workshop 29th June 2002 St John's Hall:** As some members of the council are unable to attend the proposed workshop on the 29th June it was decided to postpone this until the Autumn. **The Clerk** to contact Cheltenham & Gloucester College and St John's Hall and find alternative dates.
- 02/99 **Update on Sovereign Housing/West Berkshire Information Centre:** Mrs Kirk confirmed that she and Ms Harding had met with members of West Berkshire Council and Sovereign Housing at St John's Hall. A letter has been received from West Berkshire saying that they will make a decision by Friday 17th May but that nothing has been heard from Sovereign Housing.
- 02/100 **Eastern Area Forum – Report from Meeting 23rd April 2002:** Mr Picking reported that he attended the meeting, which is the 3rd Area Forum Meeting. There were about 12 members present but the evening seemed to be dominated mainly by the larger councils of Pangbourne and Tilehurst. He said that there is a traffic budget of £20,000 for the whole of the Eastern Area and a lot of discussion is around traffic.
- 02/101 **Recreation Services Best Value Review:** Mr Morden reported that he had received a form regarding leisure centres in West Berkshire. He had replied stating that Willink Leisure Centre is good value for the £6,000 grant money with good facilities.
- 02/102 **Parish Office:**
- i. **To Consider Quotation for blind for Parish Office:** Mr Puddephatt reported that because a large tree had been cut down from the neighbouring property to the Parish Office a blind was now needed to keep out the sunlight. Four quotations had been received and these ranged from £126 to £200 plus VAT. Mr Peters proposed that the estimate from Blind Date Blinds for £126.57 plus VAT be accepted this was seconded by Mr L Picking and unanimously accepted. **The Clerk** to action
- 02/103 **Finance – To Agree Accounts for Payment:**
- i. **Clerk's Salary:** Proposed by Mr A Thorpe and seconded by Mrs A Philips.
 - ii. **Clerk's Tax and NI:** Proposed by Mr A Thorpe and seconded by Mrs A Philips.
 - iii. **Clerk's Expenses:** Proposed by Mr M Loader and seconded by Mr P Challis.
 - iv. **Custodian's Hours and Expenses £161.33:** Mr J Mazillius declared an interest. Proposed by Mr R Peters and seconded by Mr L Picking.
 - v. **Grant Cheques as per 2002/2003 Budget:**

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| | Burghfield/Mortimer Volunteer Bureau | £2,000.00 |
| | Alfred Palmer Memorial Playing Field Committee | £ 688.64 |
| | Kennet Valley Countryside Project | £ 500.00 |
| | West Berkshire Friendship Club | £ 250.00 |
- vi. **Cornhill Insurance £382.89:** Proposed by Mr J Gosling and seconded by Mr J Mazillius
- vii. **Ian Philips – Grass Cutting Cemetery & Churchyard £478.50 inc VAT:** Mrs Philips declared an interest. Paid as per contract.
- viii. **Bridgewater Landscape Services – Grass Cutting Alfred Palmer Field £160.00:** Paid as per contract.

02/104 **Correspondence:**

- i. Information on the NALC bi-annual Conference to be held 14-16 June. Noted.
- ii. SPISE Newsletter. Distributed.

02/105 **AOB:**

- Mr Mazillius (AWE Liaison Representative) reported that AWE has recently won the 2002 Royal Society for the Prevention of Accidents “Sir George Earle Trophy” the UK’s premier award for occupational health and safety. In the past AWE has been awarded 2 PoSPA gold awards for safety and does provide an assurance that safety has not been compromised by contractorisation. Mr Mazillius has written to AWE congratulating them on the award.
- Mr Mazillius also reported that the Food Standards Agency will be carrying out some surveys during June and July. The object of the surveys is to identify the sources, particularly local sources, of foods eaten by members of the public living near to the Aldermaston and Burghfield sites. The results of the surveys will be used to test the assumptions currently used in the FSA’s dose assessment.
- Mr Challis advised the Council that Mortimer Football Club have won the League and the Senior Cup played at the Madjeski Stadium. **The Clerk** is to write to the Club’s Chairman on congratulating them on behalf of the Council.
- Mr Gosling has asked the Clerk to contact West Berkshire Council again to ask them to address the overgrown hedges etc in The Street.
- The Clerk informed the Council that next year’s Annual Parish Assembly has been booked for Wednesday 16th April 2003 at St John’s Hall.

Date of Next Meeting: Thursday 13th June at 7:30 p.m.

List of payments made:

Date	Cheque No.	Payee	Amount
9 th May 2002	501084	BALC	40:00
	501085	J E Kirk	
	501086	Inland Revenue	
	501087	J E Kirk	
	501088	J S Mazillius	161.33
	501089	Burghfield & Mortimer Volunteer Bureau	2,000:00
	501090	Spoiled Cheque	-
	501091	Kennet Valley Countryside Project	500.00
	501092	Cornhill Insurance Plc	382.89
	501093	Ian Philips	478.50
	501094	Bridgewood Landscape Services	160.00
	501095	Spoiled Cheque	-
	501096	West Berkshire Friendship Club	250.00
	501097	Alfred Palmer Memorial Playing Field	688.64

There being no other business the Meeting closed at 21:55