



Stratfield Mortimer Parish Council

Unadopted Minutes of Meeting held on 13th June 2002 at 7.30 p.m.

Present: G Puddephatt (Chairman), Councillors: C Lewis, P Challis, Mrs A Philips, A Thorpe, K Davies, L Picking, J Gosling, J Mazillius, Mrs J Kirk (Clerk) K Lock (District Councillor) and 1 Member of the Press.

Apologies: Mrs J Lever, J Morden, R Weiss, R Peters, Ms S Harding, M Loader

02/106 **Minutes and Matters Arising:**

Minutes:

The Minutes of the Meeting of the 9th May 2002 were approved as a true record and signed by the Chairman.

Matters Arising:

1. Mrs Kirk reported that West Berkshire had replied that the jet cleansing works of the surface water gullies in The Street would be carried out within the next 28 days.
2. Mrs Kirk reported that The Countryside Officer for West Berkshire has said that the gap next to the entrance to Footpath 33 (kissing gate), Hammonds Heath. Will be fenced off.

02/107 **Election of Vice Chairman for 2002-2003:** The election for the post of Vice Chairman was again held over until next month's meeting.

02/108 **Report from District Councillors:** Mr K Lock reported that West Berkshire Council are likely to have only overspent £5,000 on their annual budget of £128 million. The latest review of Education and Early Years Plan gave West Berkshire a three star rating. The Amey contract to run the support services has now started and aims to save West Berkshire £9 million over nine years and improve IT. The Audit Commission Corporate Performance Inspection Team is to visit in July, which will ultimately decide whether West Berkshire is high performing, striving, coasting or poor performing. Mr Lock mentioned that a number of elderly persons dwellings in Mortimer are empty and asked if anyone can let him have any addresses of empty properties. Mr Lock was then asked to clarify where the 40 affordable homes were going to be built that was reported in the Newbury Weekly News recently, which he confirmed were part of the affordable housing at the proposed Mortimer Hill Development. He was also asked if he had any timescale regarding the 20 mph speed limit promised for outside St Mary's School some time ago and Mr Lock said he would look into this.

02/109 **Planning: Report:** In Mr Morden's absence Mrs Kirk reported that The Planning Committee met three times during the month at the Parish Office, on 17th May, 25th May and 10th June 2002 when ten applications were considered:

02/00811/HOUSE St John's House, Loves Wood, Mortimer. Conversion of existing garage into family room, first floor extension to form additional two bedrooms, new detached garage. No objections but wish to point that Tree Preservation Order 201/21/25 dated 9th October 2001 has not been fully complied with regarding replacement of felled tree by one of suitable size.

02/00899/FUL Pylons at Great Park Farm, Mortimer. 6 antennae and ancillary development. No Objections.

02/02375 Land adjacent to Lane House Cottage, Mortimer Lane. Change of use of storage building to use B1. The applicant has submitted a traffic statement (Peter Brett Associates). The report glosses over:

1. The high number of minor accidents occurring at the junction of Mortimer Lane and The Street. None have so far resulted in physical injury to the person and have not therefore been reported to The Police.
2. The proximity of this junction to St. Mary's School and the considerable

congestion occurring at school starting and finishing times.

3. The sub-standard nature of this junction as described by “Newbury District Council” when refusing an earlier application for this site. A decision upheld at appeal mainly on these specific grounds.
4. The increasing traffic along Mortimer Lane connected with Wokefield Park Conference Hotel and golf facilities.

02/01081/FUL 8 West End Road (Mortimer Garage), Mortimer. New dental surgery, 6 flats and 1 cottage. **Object.**

1. The parking is still insufficient (14 spaces on plan but 16 mentioned in covering document!)
2. The disabled parking at the front of the proposed development should be turned 90° to avoid reversing over the pavement and directly into West End Road.
3. The cottage at the rear of the development should have it’s own vehicular access directly onto St John’s Road and be provided with a dedicated garage or hard standing. This would also provide emergency access to the rear of the development in event of fire.
4. Doubt as to whether upper flats comply with fire regulations regarding emergency evacuation.
5. No mention of removal of underground fuel tanks from forecourt.

02/01039/FUL 23 Stephens Close, Mortimer. Erection of bungalow on land within No 23. No objections.

02/01128/FUL Gardeners Cottage, Mowbray’s Hill, Mortimer. Replacement dwelling. No objections.

02/01003/HOUSE 1 Firs End, Stephens Firs, Mortimer. Rear conservatory. No objections.

The following Planning Decisions have been received:

02/00725/HOUSE 3 Hendys Cottages, Summerlug, replacement of existing conservatory – Approved.

02/00383/HOUSE 36 Stephens Firs, block of 4 garages - Refused

02/00662/HOUSE Pond House, Kiln Lane, widen existing balcony - Approved

01/02530/HOUSE 7 St Catherine’s Hill, 2 storey extension – Approved.

02/00065/HOUSE Meadow House, Turks Lane, single storey extension, conservatory, double garage – Approved.

02/00081/HOUSE 5 St John’s Road, two-storey side extension – Approved.

02/00110/HOUSE 9 Stephens Close, two-storey side extension – Approved.

02/00167/HOUSE Pippins, The Street, side addition to bungalow – Approved.

02/00209/HOUSE Stanton, 63 Victoria Road, extension and alteration – Approved.

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

02/110 **Roads, Footpaths and Commons:** No report.

- i. **Update on Gas Main Brewery Common:** Prof. Davies reported that a reply had been received from Michele Sherman, Legal Department, West Berkshire. He said that the Parish Council would have to decide whether they require the contractors to make good the surface of the adjacent part of the common on which materials were stored. Miss Sherman also asked for a Resolution from the Parish Council to enable her to complete any documentation as required.
- ii. **Dog Fouling Campaign:** Further to a survey carried out in August 2001 West Berkshire Council have designed a poster re dog fouling to be sold in batches of 25. It was felt that the poster was too large and offensive to dog owners so it was decided not to participate in the campaign.
- iii. **Correspondence from Mrs S Lea & Permission to Erect a Notice:** Mr Puddephatt advised councillors that two letters of apology had been received from Mrs Lea regarding posters placed on the verge at West End Road. Mrs Lea asked the Parish Council if she may place directional signs for her final open gardens for the National Gardens Scheme on the 4th August and this was agreed. **The Clerk** to send letter of confirmation.

02/111 **Fairground, Trees and Amenities:** Mrs Philips asked if the Fairground Rubbish Collection could be moved to the 21st July. **The Clerk** is to advertise to ask whether any members of the public are willing to join a group of volunteers/councillors to help tidy the Fairground. **VOLUNTEERS ARE REQUIRED FOR FAIRGROUND RUBBISH COLLECTION ON SUNDAY 21ST JULY FROM 10 AM.**

- i. **Mortimer Fairground Trust – Report:** Prof Davies reported that a valuation of the Fairground had been obtained from Simmons & Son and that a letter had been sent to the Charity Commission enclosing a copy of the valuation and a copy of a Draft Tenancy Agreement between the Charity and the Trustees. A reply is awaited from the Charity Commission.
- ii. **Permission to Advertise on Fairground Fence:** A request from St Saviours Church Mortimer West End to advertise their Festival on 19th/21st July on the Fairground Fence was considered by the Council and agreed. **The Clerk** to action.
- 02/112 **Cemetery:** Mr Gosling reported that the Cemetery Committee met on the 13th July and new Cemetery Regulations booklets have been drawn up (one for relatives of the deceased and one for undertakers). The Committee also proposed an increase in fees for the Cemetery (the first since 1997) with effect from the 1st August 2002:
- | | |
|--|-----------|
| <i>Exclusive Rights to Burial</i> | £150.00 |
| <i>Interment of Adults</i> | £ 80.00 |
| <i>Interment of Children</i> | £ 30.00 |
| <i>Interment of Stillborn and under 6 months</i> | £ 25.00 |
| <i>Interment of Ashes</i> | £ 60.00 |
| <i>Permission to erect a Headstone</i> | £ 75.00 |
| <i>Cremation Tablet</i> | £ 50.00 |
| <i>Searches and Certificates</i> | £ 5.00 |
| <i>Scattering of Ashes</i> | No Charge |
- These terms are for residents and people who have moved from Mortimer/Wokefield within the last 5 years. All other people will be charged at three times the above amounts.*
- Mr L Picking proposed that the above fees be accepted and this was seconded by Mrs A Philips and unanimously agreed.
- 02/113 **New Audit Arrangements/Reports from Audit Training Day:** Mr Mazillius reported that he and Mrs Kirk had attended a Society of Local Council Clerks presentation on the new Audit arrangements. There were two presentations one by George Wisz of the Audit Commission and one by Phil Collins of Hacker Young (the new Auditors), which covered the new annual return, receipts and payment accounts and the roles of internal and external auditors. Mr Picking proposed that two additional Practitioners Guides (Manual for New Audit Procedures) be purchased at a cost of £9.95 each (one for the Internal Auditor and one for The Chairman) and one copy of Standing Orders and Chairmanship book at a cost of £6.00. Mr J Gosling seconded this.
- 02/114 **Letter from 1st Mortimer BP Scout Group asking for Donation:** Mr Puddephatt read out a letter from Mr Sam With, Cub Master, 1st Mortimer BP Scout Group, which outlined the Group's proposal to up-date the Scout Hall's kitchen and toilet facilities (especially as the Guides and Brownies are now using the hall as well) at an estimated cost of £2,000.00. The Council discussed this and Mr A Thorpe proposed that a donation be made of £250 and this was seconded by Prof K Davies and unanimously agreed. **The Clerk** to action.
- 02/115 **Comments from Information Day for New Councillors:** Mr Mazillius reported that he and Mrs Weiss attended the Information Day and gave a resume of the topics covered which were: Councillors' responsibilities, decision making, probity and ethics (including a discussion on Code of Conduct) and the role of the Clerk. A representative of Cornhill Insurance (Parish Council Insurers) outlined some of the main insurance needs, public and employers' liability, fidelity guarantee. He also emphasised the importance of annual insurance review, health and safety issues, risk assessment problems and record keeping.
- 02/116 **Update on Launch of Village Plan:** Mr Puddephatt reported that the Steering Group had met several times and after a few hiccups launched the Village Plan on June 8th in St John's Hall which had been very successful with about 200 people attending to express their views about how they want the village to develop in the next 10 years. Residents brought in completed questionnaires suggesting what they thought was important for the future, their main concerns included housing development, the loss of services and flooding. The Saturday morning drop in session was organised by the Steering Group as part of an attempt to draw up a village plan. The final plan will look at the existing facilities in the village and will also set out what amenities are required to ensure that Mortimer remains a thriving community in the future. Once the plan has been completed the village

can apply to the Countryside Agency for a wide variety of grants including funding for more public transport, support for post offices and other vitally needed shops along with funding for community groups. Mr Puddephatt passed round a newspaper article from the Newbury Weekly News which showed villagers and the Steering Group looking at one of many displays on view. He said the next step would involve sorting through the questionnaires to decide what the major issues were but said that it is still not too late to send in questionnaires. Mr Puddephatt said he had been pleased with the large number of people that had come forward to join the Steering Group.

02/117 **Councillor Training Workshop September 2002 St John's Hall:** Mrs Kirk advised Councillors that the Councillor Training Workshop had been re-scheduled for Saturday 14th September from 10am to 4 p.m. and asked them to make a note of this in their diaries. **Councillors** to confirm to The Clerk whether they are able to attend.

02/118 **Update on Sovereign Housing/West Berkshire Information Centre:** Mr Puddephatt said that a letter had been received from West Berkshire thanking the Parish Council for the past use of their room and that the Information Centre was now to be held in The Library on Friday mornings. It also said they would not take the Parish Council up on their kind offer to use St John's Hall. He said he was disappointed that Sovereign Housing had not responded as to whether they wished to use the Hall and it was decided that as nothing had been heard from them that they didn't wish to proceed. The booking at St John's Hall is now to be cancelled. Mr Lock said he would contact Sovereign.

02/119 **Flood Alleviation Scheme – Comments on the Pre Feasibility Study:** Mrs Philips reported that a comprehensive report on the Pre-feasibility Study Report dated January 2002 had been carried out by Mr G Mayes. Mrs Philips said that Mr Mayes' report showed up some errors in the original study and that a copy had already been sent to the Environmental Agency and West Berkshire. It was agreed that a copy should also be sent to all the affected parishioners at the bottom of The Street. It was also agreed to write to Mr Mayes thanking him for the report and to offer to pay for his out of pocket expenses. **The Clerk** to action.

02/120 **St John's School Inspection Report – February 2002:** Mr Puddephatt advised that Mrs Mayes (school governor representative) had sent in the report from the St John's School recent Ofsted inspection. **Mr Thorpe** agreed to summarise the report and report back at the next meeting.

02/121 **Finance – To Agree Accounts for Payment:**

- i. **Clerk's Salary:** Proposed by Mr L Picking and seconded by Mr J Mazillius.
- ii. **Clerk's Tax and NI:** Proposed by Mr L Picking and seconded by Mr J Gosling.
- iii. **Clerk's Expenses:** Proposed by Mr L Picking and seconded by Mr J Gosling.
- iv. **Custodian's Hours and Expenses:** None submitted this month.
- v. **Ian Philips – Grass Cutting Cemetery & Churchyard £478.50 inc VAT:** Mrs Philips declared an interest. Paid as per contract.
- vi. **Bridgewater Landscape Services – Grass Cutting Alfred Palmer Field £160.00:** Paid as per contract.
- vii. **St John's Hall £260 for 13 Weeks rental to 31.3.02 for Silverlink:** Mr J Mazillius proposed that this be paid and was seconded by Mr J Gosling. It was decided that as the Silverlink no longer meet (and haven't done so for some time) that the hall booking be cancelled. **The Clerk** to action.
- viii. **West Berkshire Council £6,840.64 for Contribution Towards Willink Centre:** Proposed by Mr L Picking and seconded by Mr A Thorpe.
- ix. **Blind Date Blinds Ltd £148.72 inc VAT:** Proposed by Mr J Mazillius and seconded by Mrs A Philips. The Clerk confirmed that the blinds now fitted in the Parish Office looked very nice and were very effective.
- x. **Annual Subscription to Open Spaces Society £27.50:** Proposed by Mrs A Philips and seconded by Mr J Gosling.
- xi. **Annual Subscription to CPRE £25.00:** Proposed by Mrs A Philips and seconded by Prof K Davies.
- xii. **The Post Office £27.00 (for the purchase of stamps):** Proposed by Mrs A Philips and seconded by Mr A Thorpe.
- xiii. **Wicksteed Leisure £160.63 inc VAT for the Purchase of Wet Pour Repair Kit:** Proposed by Mrs A Philips and seconded by Mr A Thorpe.

- xiv. **Village Plan Expenditure (to be covered from grant of £500 from WBC):
Enjay Reprographics Ltd £108.69 inc VAT (Village Plan Printing):** Proposed by Mr L Picking and seconded by Mr J Mazillius.
- xv. **1st Mortimer BP Scout Group £75:00 (Village Plan – Donation for Delivery):** Proposed by Mr A Thorpe and seconded by Mr J Gosling.
- xvi. **J S Mazillius £14.01 (Refreshments for Village Plan Launch):** Mr J Mazillius declared an interest. Proposed by Mr A Thorpe and seconded by Mr J Gosling.
- xvii. **Thames Water £3.76:** Bill for water trough on Fairground. Proposed by Mr J Mazillius and seconded by Mr L Picking.

02/122 **Correspondence:**

- i. Agenda for BALC Annual General Meeting 19th July, 7.30 p.m. Grazeley Village Hall.
- ii. Agenda Eastern Area Forum – 18th June 2002. Mr Picking said he was unable to attend. Mr Puddephatt said he would try to attend.
- iii. Kennet Valley Countryside Project – Letter thanking the Parish Council for Grant, and stating this will help them continue their vital work in improving and enhancing the countryside in and around Mortimer.
- iv. Letter from West Berkshire Friendship Clubs thanking the Parish Council for their grant. The letter also stated that they had a vacancy in their Management Committee and invited a member of the Parish Council to apply. Held over until next meeting.
- v. West Berkshire Council. Letter advising that Councillor Steve Pascall has been elected Chairman and Mr James Mole as Vice-Chairman of West Berkshire Council for 2002/03.
- vi. WBC – Notice of Intention to Adopt West Berkshire District Local Plan 1991-2006.
- vii. Various Newsletters and Circulars were passed to Councillors.

02/123 **AOB**

1. Mr Mazillius asked if West Berkshire Council's contractor could carry out periodic testing of electrical equipment at The Parish Office. **The Clerk** to action.
2. It was suggested that The Parish Office be offered to our MP John Redwood to hold a monthly/quarterly surgery. **The Clerk** to action.
3. Fly tipping by the roundabout at the bottom of The Street. **The Clerk** to action.
4. St Mary's School Summer Fair. It was pointed out that some of the posters were in inappropriate places. **The Clerk** to action
5. Damaged litterbin next to Fairground Car Park. **The Clerk** to action.

Date of Next Meeting: Thursday 11th July at 7:30 p.m.

List of payments made

Date	Cheque No.	Payee	Amount
13 th June 2002	501098	Enjay Reprographics Ltd	108.69
	501099	J E Kirk	
	501100	Inland Revenue	
	501101	J E Kirk	
	501102	Ian Philips	478.50
	501103	Bridgewood Landscape Services	160.00
	501104	St John's Hall Management Committee	260.00
	501105	West Berkshire District Council	6,840.64
	501106	Blind Date Blinds Ltd.	148.72
	501107	Open Spaces Society	27.50
	501108	CPRE	25.00
	501109	The Post Office	27.00
	501110	Wicksteed Leisure Ltd	160.63
	501111	1 st Mortimer BP Scout Group	75.00
	501112	J S Mazillius	14.01
	501113	1 st Mortimer BP Scout Group	250.00
	501114	BALC	6.00
	501115	Thames Water Utilities Ltd	3.76

There being no other business the Meeting closed at 21:45