



**Stratfield Mortimer Parish Council**  
**All Members of the Council are Summoned to attend the**  
**Parish Council Meeting**  
**on Thursday 13th June 2019 at 7:30pm**  
**at the Methodist Church Hall, West End Road, Mortimer**

No.	<u>Item Detail</u>	
19/32.	Public Questions.	MD
19/33.	To receive any apologies for absence	MD
19/34.	<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. <i>Members are reminded that if they declare an interest they must leave immediately after having made representations, given evidence or answered questions and before the debate starts unless he/she has obtained a dispensation.</i>	MD
19/35.	To resolve to approve the Minutes of the Parish Council Meeting of 16 <sup>th</sup> May 2019.	MD
19/36.	To receive an update on actions taken from the previous Parish Council meetings.	Clerk
19/37.	To receive an update on the revised year end accounts.	RFO
19/38.	To receive and consider the Internal Audit Report for the year ended 31 March 2019 reviewed by F&GP Committee 4th June 2019.	MD
19/39.	To receive and approve 2018 - 2019 Annual Governance and Accountability Return Section 1 – Annual Governance Statement reviewed by F&GP Committee 4 <sup>th</sup> June 2019.	MD
19/40.	To receive and approve 2018 - 2019 Annual Governance and Accountability Return Section 2 – Accounting Statements and supporting documents reviewed by F&GP Committee 4th June 2019.	MD
19/41.	To APPROVE the use and training of volunteers in the management of SID.	DI
19/42.	To consider installing a dipping platform on the Fairground and AGREE actions to be taken.	JB
19/43.	To consider installing a platform and step on the Fairground stile, to assist with the 400mm drop and AGREE actions to be taken.	JB
19/44.	To APPROVE the replacement of 4 Fairground litter bins.	JB
19/45.	To receive and note the Bank Reconciliation report for the period 1st January - 31st March 2019 and note the future management of this task as considered by F&GP Committee 4th June 2019.	JB/ RFO
19/46.	To APPROVE the process of newsletter delivery as considered by F&GP Committee 4th June 2019.	DK
19/47.	To APPROVE the future management of the village defibrillators as considered by F&GP Committee 4th June 2019.	MD
19/48.	To receive District Councillors' Reports.	MD
19/49.	To note the meetings that have taken place of the following committees and to receive the draft minutes: <b>Planning Committee 23<sup>rd</sup> May 2019</b>	MD

## Stratfield Mortimer Parish Council

	Roads, Footpaths and Commons 28 <sup>th</sup> May 2019 Finance and General Purposes 4 <sup>th</sup> June 2019																																					
19/50.	<p><b>To receive planning decisions and information from West Berkshire Council</b></p> <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>19/00871/HOUSE</td> <td>10 Asparagus Close, Mortimer Common, Reading RG7 3WY</td> <td>Approved</td> <td>28/05/19</td> </tr> <tr> <td colspan="4" style="text-align: center;">No objections.</td> </tr> <tr> <td>19/00696/CERTP (Certificate of Lawfulness)</td> <td>23 Stephens Firs, Mortimer, Reading RG7</td> <td>Approved</td> <td>28/05/19</td> </tr> <tr> <td colspan="4" style="text-align: center;">No comments required from SMPC</td> </tr> <tr> <td>19/00989/HOUSE</td> <td>36 Stephen Firs, Mortimer, Reading RG7 3UY</td> <td>Approved</td> <td>04/06/19</td> </tr> <tr> <td colspan="4"> <u>SMPC Comments:</u>                      The Parish Council have no objections to the proposed single storey rear extension and chimney but would appreciate details on the proposed materials to be used as this was not indicated in the application. The Committee also raised the issue of the outstanding enforcement enquiry (18/00340/15UNAU dated 13th November 2018) on the construction of a large shed/garage that has gone up in the rear of the garden and is very high and close to the property boundary. This is shown on the submitted plan but not on the site location and block plan.                 </td> </tr> <tr> <td>19/00986/ADV</td> <td>Land at Tower House, The Street, Mortimer Common, Reading</td> <td>Refused</td> <td>05/06/19</td> </tr> <tr> <td colspan="4" style="text-align: center;">No objections.</td> </tr> </tbody> </table> <p><b>To receive any further decisions made following date of this Agenda</b></p>	<u>Application</u>	<u>Address</u>	<u>Decision</u>	<u>Date</u>	19/00871/HOUSE	10 Asparagus Close, Mortimer Common, Reading RG7 3WY	Approved	28/05/19	No objections.				19/00696/CERTP (Certificate of Lawfulness)	23 Stephens Firs, Mortimer, Reading RG7	Approved	28/05/19	No comments required from SMPC				19/00989/HOUSE	36 Stephen Firs, Mortimer, Reading RG7 3UY	Approved	04/06/19	<u>SMPC Comments:</u> The Parish Council have no objections to the proposed single storey rear extension and chimney but would appreciate details on the proposed materials to be used as this was not indicated in the application. The Committee also raised the issue of the outstanding enforcement enquiry (18/00340/15UNAU dated 13th November 2018) on the construction of a large shed/garage that has gone up in the rear of the garden and is very high and close to the property boundary. This is shown on the submitted plan but not on the site location and block plan.				19/00986/ADV	Land at Tower House, The Street, Mortimer Common, Reading	Refused	05/06/19	No objections.				MD
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19/51.	<p><b>To receive and note a summary of payments made with authorisation of Chairman or Vice-Chairman</b></p> <table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 5%;">1</td> <td style="width: 85%;">HMRC – Month 2 (May) 2019/2020 PAYE/NIC.</td> <td style="width: 10%; text-align: right;">£854.53</td> </tr> <tr> <td>2</td> <td>Salaries &amp; Wages – Mth. 2 – 2019 (May) Note: this figure includes a Direct Debit for the pension element</td> <td style="text-align: right;">£3,652.92</td> </tr> <tr> <td>3</td> <td>The Burghfield &amp; Mortimer Volunteer Bureau – reissue of cheque raised in April but dated incorrectly</td> <td style="text-align: right;">£500.00</td> </tr> </tbody> </table>	1	HMRC – Month 2 (May) 2019/2020 PAYE/NIC.	£854.53	2	Salaries & Wages – Mth. 2 – 2019 (May) Note: this figure includes a Direct Debit for the pension element	£3,652.92	3	The Burghfield & Mortimer Volunteer Bureau – reissue of cheque raised in April but dated incorrectly	£500.00	MD																											
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19/52.	<p><b>Finance – To resolve to agree accounts for payment:</b></p> <table style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 5%;">1</td> <td style="width: 85%;">C&amp;D Grounds Maintenance – grass cutting of Grazing area - inc. VAT</td> <td style="width: 10%; text-align: right;">£324.00</td> </tr> <tr> <td>2</td> <td>Earth Anchors – supply and installation of 8x village noticeboards and 1x cemetery noticeboard – inc. VAT</td> <td style="text-align: right;">£6,692.76</td> </tr> </tbody> </table>	1	C&D Grounds Maintenance – grass cutting of Grazing area - inc. VAT	£324.00	2	Earth Anchors – supply and installation of 8x village noticeboards and 1x cemetery noticeboard – inc. VAT	£6,692.76	Clerk																														
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	<p>3 Englefield Estate – quarterly rent for cemetery £62.50</p> <p>4 AES – installation of cell webb and infill with topsoil in Fairground playarea – inc. VAT £357.60</p> <p>5 AES – installation of sleeper steps on Fairground playarea – inc. VAT £837.60</p> <p>6 Rialtas – Annual Alpha (Accounts) Software Maintenance Licence – inc. VAT £145.20</p> <p>7 C&amp;D Grounds Maintenance – May grass cuts on Fairground &amp; Cemetery – inc. VAT £774.00</p> <p>8 Dads Shop – Electrical cable reel and Refuse bags – inc. VAT £44.98</p> <p>9 J. Bull – expenses for supply of new notice in Fairground car park £13.50</p> <p>10 B. O’Reilly – 5x A4 File dividers £5.83</p> <p>11 L. Hannawin – postage charge incurred on underpaid package £1.50</p> <p>12 L. Hannawin – Multipurpose A4 Copy Paper £21.49</p> <p>13 L. Hannawin – additional Abus Plus keys cut £27.00</p> <p>14 L. Hannawin – HP Printer Toners (x2) £127.44</p> <p>15 L. Hannawin – 3x replacement electrode pads for village defibrillators £123.36</p> <p>16 SUEZ Recycling - Fairground refuse collection May 2019 - inc. VAT [DD] £133.55</p> <p>17 ProVision – professional services on application on Mortimer station car park March-May 2019 – inc. VAT £545.76</p> <p>18 ProVision – co-ordination on Mortimer station car park – inc. VAT £165.00</p>	
<b>19/53.</b>	<b>To receive the Clerk’s report.</b>	Clerk
<b>19/54.</b>	<p><b>To receive Correspondence (for information only)</b></p> <p>1 1Email - West Berkshire Green Exchange: Discussion document for West Berkshire Council (WBC)BC on initiating local policies to address climate change.</p> <p>2 Email – WBC: Request for local residents and businesses to respond to the consultation on the Local Industrial Strategy.</p> <p>3 Email – NALC: Information on the NALC Star Council Awards 2018.</p> <p>4 Email – WBC: Request for grant/donation of £3735 towards the cost of library services.</p> <p>5 Email – WBC Joint Emergency Planning Unit: Information supplied on creating a Parish Emergency Plan and conformation sought as to whether SMPC has one and/or would consider developing one.</p> <p>6 Email – WBC: A minimum random sample of 3,300 residents are being invited to participate in a National Highways &amp; Transport Survey. Result will be published on October 2019.</p>	Clerk

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	<p>7 Email – WBC: Notification that WBC has adopted its Council Strategy for 2019-23.</p> <p>8 Email – WBC: Copy to a reply to a member of the public who had reported via the WBC website, vehicles persistently speeding when entering and leaving Mortimer along West End Road. The member of the public has been asked to confirm time and direction of travel so this can be taken into consideration when SID is next deployed.</p>	
<b>19/55.</b>	<b>To identify items for communicating.</b>	DK
<b>19/56.</b>	<b>To receive Minor Matters (for information only)</b>	MD
<b>19/57.</b>	<b>To receive any future Agenda Items</b>	MD

L. Hannawin, Clerk  
07/06/2019

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