



Stratfield Mortimer Parish Council

Draft Minutes of the Annual Parish Council Meeting

held on 21st May 2015 @ 7.30 pm

at Mortimer Methodist Hall, West End Road, Mortimer

Present: Cllrs: M. Dennett (Chairman), P. Blagden, J. Bull, N. Carter, P. Challis, J Earl, C. Lewis, M. Lock, N. Kiley, A. Phillips, A. Richardson and P. Wingfield.

Three members of the public and press.

Cllr. Lewis offered to be Acting Clerk for the meeting and this was accepted.

15/81 **To elect Chairman for 2015/2016.** Cllr. Dennett was proposed by Cllrs. Lock and Earl and elected unopposed. He then signed the Declaration of Office.

15/82 **To elect Vice-Chairman for 2015/2016.** Cllr. Earl was proposed by Cllrs. Richardson and Kiley. Cllr. Butcher was proposed by Cllrs. Dennett and Bull. On a paper ballot Cllr. Earl was elected by 9 votes to 3. Cllr. Earl then signed the Declaration of Office.

15/83 **To receive any apologies for absence:** Cllr: A. Butcher.
Cllr. A. Colaco was absent.
Cllr. Dennett read out a letter from Mrs. Audsley stating that for personal reasons she was unable to accept the office of councillor. Cllr Lock proposed and Cllr. Bull seconded that Cllr. Dennett write to Mrs. Audsley thanking her for her work and this was unopposed. It was noted that at the recent election, on first count the fifteenth and losing sixteenth place was a tie. It was also noted that at the time of writing the letter, Mrs. Audsley technically was not a councillor. Under the circumstances Cllr. Dennett would contact West Berks.

15/84 **To receive any declarations of interest and dispensations:** Cllr. Earl declared an interest in the advertising and fly posting policy (Item 15/96).

15/85 **To resolve to approve Minutes of the Parish Council Meeting of 9th April 2015.** The following corrections were agreed:

- 15/64 Replace 'CCB' by Community Council for Berkshire (CCB).
- 15/64 'council' to Council.
- 15/69 Add '(available on the NDP web page)' after 'resolutions in the four reports'.
- 15/74 'compliant' to 'complaint'.
- 15.74 'policy' to 'Policy'.
- 15/74 'group' to Group'.
- 15/76 Delete space in second line.
- 15/76 'site' to 'Site'.
- 15/76 'lead' to 'led'.
- 15/78. 'policy' to 'Policy'

The Minutes were then approved.

15/86 **To appoint Committee Members for 2015/2016 and Committee Chairmen:** The Chairman and Vice-Chairman are members of all Committees. The following appointments were agreed with Chairmen indicated by an *:

- a) **Planning:** Cllrs. Kiley*, Butcher and Philips.
- b) **Roads and Footpaths:** Cllrs. Butcher*, Bull, Carter, Challis, Lewis and Philips.

- c) **Fairground, Trees and Amenities:** Cllrs. Blagden*, Bull, Challis, Kiley, Lock, Richardson and Wingfield.
- d) **Cemetery:** Cllrs. Wingfield*, Bull, Challis and Lewis.
- e) **Communications:** Cllrs. Richardson*, Blagden, Carter and Lewis.
- f) **Finance and General Purposes:** Cllrs. Dennett*, Earl, Blagden, Butcher, Kiley, Richardson and Wingfield.

- 15/88 **To Appoint Parish Council Representatives:**
annual appointments:
- a) **Willink Leisure Centre Joint Advisory Committee:** Cllr. Butcher.
 - b) **Relief in Need:** Cllr. Philips
 - c) **Burghfield & Mortimer Neighbourhood Action Group (BMNAG):** TBA
Continuing fixed term of office:
 - d) **Clarke's Educational Foundation:** Mr. R. Peters until May 2015
 - e) **Stratfield Mortimer Fairground Trust 1:** Cllr Earl. On this and the next item the Trustees are to confirm when their terms of office expire.
 - f) **Stratfield Mortimer Fairground Trust 2:** Cllr. Kiley.
 - g) **Wokefield Common Advisory Committee:** Cllr. Bull.

- 15/89 **Parish Councillor volunteers to sit on the following outside committees:**
- a) **St. John's Hall Management Committee:** Cllr. Bull.
 - b) **Burghfield & Mortimer Volunteer Bureau:** Cllr. Wingfield.
 - c) **AWE Local Liaison Committee:** Cllr. Lock with Cllr. Earl having a reserve role.

- 15/90 **To resolve to approve renewal of SMPC annual insurance from 1st June with AON UK Ltd.:** AON had quoted £543.79 which was the same amount as last year. AON also quoted £517.95 (5% discount) for a fixed three year agreement, but paid annually. It was proposed by Cllr. Dennett and seconded by Cllr. Earl that the second option should be accepted. This was passed unanimously.

- 15/91 **To receive Clerk's update (for information only).**
- S106 money amounting to £5845.91 had been received in respect of the development in the Bevers.
 - Cllr. Dennett and Mr. Ives had held a meeting with Insp. Chris Ward {Commander of the Pangbourne / Burghfield Neighbourhood Policing Team. It appears that Insp. Ward is putting a reduced interpretation on SMPC's entitlement under the agreement. Cllrs. Dennett and Lewis are to look at the agreement.
 - Currently much of the administrative work is being undertaken by Cllr. Dennett. Year-end accounts have to be produced and RBS Rialtas can carry out this task. It was proposed by Cllr. Earl and seconded by Cllr Philips that Cllr. Dennett can authorise up to £1000 on this task. It was also proposed by Cllr. Earl and seconded by Cllr. Richardson that he could authorise up to £1000 on administrative support if a suitable person could be found. Both resolutions were carried unanimously.

- 15/92 **To receive Planning Committee Minutes of 09.04.2015 and 28.04.2015.** These had been previously circulated and were accepted.

- 15/93 **To receive planning decisions and information from West Berkshire Council.**

14/03116/HOUSE 34 Croft Road Approved

15/00548/HOUSE Birch Cottage Birch Lane Approved.

15/00241/HOUSE Chapelside Drury Lane Approved.
 15/00688/HOUSE Clifton The Street Approved.
 14/00149/HOUSE 49 Stephens Close Refused.

- 15/94 **To receive and endorse NDP Steering Group Minutes of 17.04.2015 and 01.05.2015.** These had been previously circulated and were accepted.
- 15/95 **To receive and endorse NDP progress report.** This had previously been circulated and was accepted.
- 15/96 **To receive and adopt changes to SMPC's Advertising and Fly Posting Policy.** Copies were distributed. Some alterations were made. Cllr. Dennett proposed and Cllr. Richardson seconded a motion that the document should be accepted.
- 15/97 **Annual Parish Meeting:** This will now be held in St. John's Hall on 16th June 2015.
- 15/98 **To receive written reports from District Councillors.** Written reports were received from Cllrs. Lock and Bridgeman.
 There was concern about Ofsted's overall judgement of 'inadequate' in respect of children's services.
 Cllr. Bridgeman has been appointed to the Eastern Area Planning Committee and will therefore refrain from specific comment about any planning application that comes before the Parish Council.
- 15/99 **Finance – To resolve to agree accounts for payment in May:** In accordance with the Council's Financial Regulations the following items for payment were considered together. It was proposed by Cllr. Dennett, seconded by Cllr. Earl and unanimously agreed that the following payments should be made.
- i. Southern electric DD (standing charge for meter 1 on Fairground). £15.45.
 - ii. Southern electric DD (standing charge for meter 2 on Fairground). £15.45.
 - iii. Southern electric DD (standing charge for meter 3 on Fairground). £13.90.
 - iv. Sita UK Ltd. DD (Waste disposal on Fairground) £46.02.
 - v. Oakdale services (Feb. newsletter.) £416.00.
 - vi. Fineprint Basingstoke Ltd. (Printing NDP questionnaire) £2446.60 incl. VAT.
 - vii. Fineprint Basingstoke Ltd. (Printing NDP posters) £66.00 inc. VAT.
 - viii. Clerk's reimbursable expenses £69.75. (£45.76 on Agenda).
 - ix. AoN Ltd. (Parish Council Annual Insurance Premium) £517.95 (£656.11 on Agenda).
 - x. Co-Operative Bank Visa Direct Debit £2.00 (Card Fee).
 - Xi Playsafety Ltd. (Annual ROSPA of Play Area) £168.00 inc. VAT.
 - xii. Institute of Cemetery and Crematorium Management (Membership 2015/6) £90.00.
 - xiii. Metrosigns 2000 (Security Noticeboard Cabinet) £1148.40 inc. VAT.
 - xiv. Bethan Osborne (HR Employment Advice) £240.00.
 - xv. Dads Shop (April/March) £29.34.
 - xvi. West Berkshire Council (Lease of Parish Office April to June 2015) £750.00.
 - xvii. Stuart Giles (four ballot boxes for NDP) £295.00.
 - xviii. D. Morsley (NDP Corex signs from Signwise) £72.00 inc VAT.
 - xix. Fineprint Basingstoke Ltd. (Printing NDP postcards) £57.60 inc VAT (£48.00 on agenda).

- xx. JR Secretarial Services (NDP admin support April) £108.00.
- xxi. South East Employers (Associate membership April 2015 to March 2016) £236.40 including VAT.
- xxii. C & D Facilities (Grass cutting and Maintenance Fairground and Cemetery April) £823.26 inc VAT.
- xxiii. D. Morsley (NDP Helium balloons) £12.98.

15/100 **To receive Correspondence:**

- a) A member of the public suggested planting a tree to celebrate the Queen's 30th Birthday next year. It was agreed that this was a good idea though the proposed location warranted further consideration. Cllr. Wingfield agreed to investigate.
- b) There was a request for a grant to help with the Church bell refurbishment. The Council does not give grants of this nature any more. The Council will advise of two local charities who may be able to assist.

15/101 **To receive any minor matters:** None.

15/102 **To receive any future Agenda items:**

- a) A procedure for dealing with correspondence.
- b) Tidying up the fencing on the Fairground. This is to be passed to the Fairground, Trees and Amenities Committee.
- c) The length of Parish Council meetings.
- d) An update from the Alfred Palmer Trustees.
- e) Engaging with community using more modern methods of communication.

The next meeting is on 11th June 2015

The meeting closed at 9.55.