

Stratfield Mortimer Parish Council



Minutes of the Full Council Meeting

held on 10th August 2017 @ 7.30 pm

at Mortimer Methodist Church, West End Road, Mortimer

Present:

Councillors: Cllr. N. Carter, Cllr. P. Challis, Cllr. D. Ives, Cllr. D. Kilshaw, Cllr. C. Lewis, Cllr. T. Reade, Cllr. A. Richardson, Cllr. P. Wingfield.

Clerk: Haydn Selwyn-Jones – Parish Clerk

Public/Press: There were no members of the public or the press present.

#	In the absence of Cllr. Earl and Cllr. Mike Dennett it was proposed by Cllr, D. Ives, seconded by Cllr. A. Richardson and AGREED unanimously that Cllr. P. Wingfield should act as Chairman for the meeting.									
17/96	Public Questions: None									
17/97	To receive any apologies for absence: Cllr. J. Earl, Cllr. M. Dennett, Cllr. J. Bull, Cllr. L. Jones, Cllr. N. Kiley, Cllr. M. Lock. District Councillor G. Bridgman had also apologised for his absence.									
17/98	To receive any declarations of interest and dispensations: None.									
#	Cllr. P. Wingfield welcomed Cllr. D. Kilshaw and Cllr. T. Reade to their first Full Council Meeting following their co-option.									
17/99	To resolve to approve the Minutes of the Parish Council Meeting of 13th July 2017: Cllr. C. Lewis had raised the duplication of the phrase “..on how TVP” in item 17/74, which had been corrected. The numbering and pagination of Item 17/92 was questioned and, subject to the numbering and pagination being corrected, the minutes were APPROVED for signature as a true record of the meeting.									
17/100	To receive minutes of the Planning Committee meeting of 13th July 2017 and 24th July 2017: Received and noted									
17/101	To receive planning decisions and information from West Berkshire Council <table border="0"> <thead> <tr> <th><u>Application</u></th> <th><u>Address</u></th> <th><u>Decision</u></th> <th><u>Date</u></th> </tr> </thead> <tbody> <tr> <td>17/01387/FUL</td> <td>Unit 15, Butlers Land Farm, Mortimer RG7 2AG</td> <td>Withdrawn</td> <td>17/07/17</td> </tr> </tbody> </table> <u>SMPC Comments:</u> In principle, the Committee would approve Beautiful Escape using the space as a beauty salon but does not want to set a precedent under sui generis if this could then convert to either a residential or formal retail outlet which would be against the policies set out under the NDP. The Committee would object if this was the case.	<u>Application</u>	<u>Address</u>	<u>Decision</u>	<u>Date</u>	17/01387/FUL	Unit 15, Butlers Land Farm, Mortimer RG7 2AG	Withdrawn	17/07/17	
<u>Application</u>	<u>Address</u>	<u>Decision</u>	<u>Date</u>							
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	<p>17/01338/HOUSE Braemar Lodge, Loves Wood, Approved 26/07/17 Mortimer, RG7 2JX SMPC had no objections</p> <p>17/01504/HOUSE 12 Bilberry Gardens, Mortimer Approved 19/07/17 RG7 3WU SMPC had no objections</p> <p>17/01567/FULD 4 Victoria Road, Mortimer, Refused 25/07/17 RG7 3SE <u>SMPC Comments:</u> There are no objections to the property build itself, but the Committee object to the application because the sight line for access contains several pieces of street furniture over 600mm high. A further objection is made because it is not clear if the existing fence on the left hand side is going to be reduced to 600mm too. Photo 1 – shown on the following page - shows the street furniture and the fence.</p> <p>17/01541/HOUSE 44 Stephens Firs, Mortimer, Approved 01/08/17 RG7 3UY <u>SMPC Comments:</u> From the plans received, it is unclear as to where and of what form the access is and as such, the Committee would object to the proposal. However, this is not an objection to the application per se, just with regards to the access.</p> <p>Received and noted There were no decisions made following date of Agenda:</p>	
17/102	<p>To receive minutes of the NDP Community Projects Committee meeting of 24th July 2017</p> <p>Received and APPROVED and signed as true record of the meeting.</p> <p>The minutes had requested a paper “Projects Committee Thoughts on way forward” with two resolutions from the Council to steer the way forward for the committee. This had been omitted in error from the Agenda and it was AGREED to discuss this, without making any decision, under Standing Order 10 (iv) and refer the motion back to the committee for final decision based on the discussions of the Council.</p> <p>The first resolution that “The NDP Community Projects Committee be authorised to engage with the Community to establish groups of volunteers for each proposed project to help take the project forward.” was discussed and the Council had no problems with this proposal.</p> <p>The second resolution that “The NDP Community Projects Committee be authorised, in conjunction with The Clerk, to purchase external help, up to a preliminary budget of £5,000, to facilitate community engagement and, if necessary, technical assistance.” was then discussed and concern was expressed as to the approving of a budget for this committee in this manner. It was explained that this was only approving the potential to spend up to £5,000 of the budget for Community Projects and that any actual expenditure had to be approved by the Council.</p> <p>To avoid any further concerns it was felt that the Committee should be asked to give further thought to the type and amount of expenditure required and report back to the September Council meeting.</p>	
17/103	<p>To receive District Councillors’ Reports:</p> <p>Neither District Councillor was present to answer any questions.</p>	

17/104	<p>To receive Clerk's Financial Report on June 2017 Financial A/C</p> <p>The June 2017 Financial A/C were received and noted after discussion, when questions were asked about the current expenditure in relation to the annual budget figure.</p> <p>The Clerk advised that there are a number of expenditure items that will be coming forward shortly and it should not be forgotten that the expenditure budget figure included the spending of a £50,000 Public Works Loan Board loan which could be taken out if project spend required it.</p> <p>Councillors felt that the view of potential project spend was particularly weak at this time. The Clerk advised that, at the request of Cllr. J. Earl a venue was been sought for a "visioning" morning session on either the 7th or 14th October so that Councillors could discuss their vision for the Parish and pull together a 1 and a 3 year business plan, as required by our Financial Regulations, which would include positive plans for Community Projects.</p> <p>Concern was also raised with regard to the General Reserves figure, which resulted from the automatic transfer of the unspent budget in the year 2016-2017 to General Reserves at the Year End.</p> <p>The Clerk then reminded the Council that the management of this was already hand with:</p> <ol style="list-style-type: none"> 1. Positive work in hand to ensure that budgets for most items, apart from the Community Projects budget, would be properly utilised. 2. £50,000 of the Community Projects budget was covered by a Public Works Loan Board Loan, which would only be taken out if required. 3. Unspent budgets would, in future, be reviewed at the end of the year March Full Council meeting with any unspent budget being allocated, along with any proposed reductions in General Reserves, being allocated to Earmarked Reserves, rather than allowing the automatic transfer of unspent budget to General Reserves. 4. The potential of virement adjustments to Community Project budgets to avoid taking out the PWLB loan. <p>It was noted that the use of Earmarked Reserves allows the use of funds to be carried forward into the following year and is not questioned by the External Auditor and enables the General Reserves to be maintained at an acceptable level.</p>	
17/105	<p>To receive and respond to Clerk's report on future of NDP Steering Group</p> <p>The Clerks Report was received and discussed and the resolution that: "The NDP Steering Group is reconstituted as NIG (Neighbourhood Implementation Group) to manage the non-project matters relating to the Stratfield Mortimer NDP and to manage and maintain the NDP as it responds to the needs of the Parish."</p> <p>was proposed by Cllr. A. Richardson, seconded by Cllr. N. Carter and AGREED unanimously.</p>	
17/106	<p>To receive Clerk's Update (for information only):</p> <ol style="list-style-type: none"> 1 Complete co-opted Councillor briefings and statutory document signatures and completion. 2 Posted Casual Vacancy notice. 3 Confirmed with WBC Remembrance Sunday road closures 4 Invited Bryan Lyttle of WBC to speak to Full Council in September 	

	<p>5 Organised Small Business Rate relief with WBC</p> <p>6 Submitted VAT Return</p> <p>7 Heritage Trail printed and distributed to Councillors and made available through Baobab and the Library.</p> <p>8 Took 1 weeks holiday</p> <p>Received and noted.</p>																			
17/107	<p>Committee Appointments:</p> <p>It was AGREED that:</p> <p>Cllr. D. Kilshaw be appointed to the following committees: Footpaths, Trees and Amenities, Communications, NDP Community Projects.</p> <p>Cllr. T. Reade be appointed to the following committees: NDP Community Projects, Planning, NIG.</p> <p>That the existing members of the NDP Steering Group be approached with regard to joining the NIG.</p>																			
17/108	<p>To receive and approve the Clerk's report on Councillor Emails:</p> <p>The Clerk's Report was received and AGREED unanimously subject to the appropriate changes being made to the Communications Policy.</p>																			
17/109	<p>To receive the Clerk's Report on the Fairground Car Park re-surfacing:</p> <p>The Clerk's Report, which advised that 4 invitations to quote were currently being worked on for quotation and review at the September Full Council meeting, was received and noted</p>																			
17/110	<p>To receive and note a summary of payments made with authorisation of Chairman or Vice-Chairman:</p> <table> <tr> <td>1 Salaries & Wages – Mth. 4 2017</td> <td style="text-align: right;">£2,636.18</td> </tr> </table> <p>Received and noted</p>	1 Salaries & Wages – Mth. 4 2017	£2,636.18																	
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17/111	<p>Finance - To resolve to agree accounts for payment:</p> <table> <tr> <td>1 Suez – Fairground Waste – July 2017 inc. VAT</td> <td style="text-align: right;">£107.35</td> </tr> <tr> <td>2 Viking – Printer cartridges for office printer inc. VAT</td> <td style="text-align: right;">£341.95</td> </tr> <tr> <td>3 Mortimer (St John's Hall) Hall Hire for Annual Parish Meeting</td> <td style="text-align: right;">£44.00</td> </tr> <tr> <td>4 South Eastern Employers – Annual Subscription 17-18 inc. VAT</td> <td style="text-align: right;">£238.80</td> </tr> <tr> <td>5 Newbury News – Public Notice for Fairground Car Park re-surfacing inc. VAT</td> <td style="text-align: right;">£116.88</td> </tr> <tr> <td>6 Dads Shop – Custodians Sundries July 2017 inc. VAT</td> <td style="text-align: right;">£65.54</td> </tr> <tr> <td>7 HMRC – PAYE/NIC mth. 4 2017</td> <td style="text-align: right;">£731.00</td> </tr> <tr> <td>8 C & D Facilities – GM & grass cutting – July 2017 inc VAT</td> <td style="text-align: right;">£823.26</td> </tr> <tr> <td>9 Berkshire County Training CiC – Planning Framework Course inc VAT</td> <td style="text-align: right;">£48.00</td> </tr> </table> <p>The motion to agree the finances was AGREED unanimously</p>	1 Suez – Fairground Waste – July 2017 inc. VAT	£107.35	2 Viking – Printer cartridges for office printer inc. VAT	£341.95	3 Mortimer (St John's Hall) Hall Hire for Annual Parish Meeting	£44.00	4 South Eastern Employers – Annual Subscription 17-18 inc. VAT	£238.80	5 Newbury News – Public Notice for Fairground Car Park re-surfacing inc. VAT	£116.88	6 Dads Shop – Custodians Sundries July 2017 inc. VAT	£65.54	7 HMRC – PAYE/NIC mth. 4 2017	£731.00	8 C & D Facilities – GM & grass cutting – July 2017 inc VAT	£823.26	9 Berkshire County Training CiC – Planning Framework Course inc VAT	£48.00	
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17/112	<p>To receive Correspondence (for information only):</p> <p>i. WBC Grant Notice of Small Business Relief</p> <p>ii. Sundry invoices and planning applications and decision notices</p> <p>Received and noted.</p>																			
17/113	<p>To receive Minor Matters (for information only):</p>																			

	<p>Cllr. D. Ives proposed that Freda Batten be invited to open the new pedestrian crossing.</p> <p>Cllr. A. Richardson advised that the Community Cricket Match had been played on 16th July 2017 and Mortimer Village Players had won against Mortimer Cricket Club.</p> <p>Cllr. P. Challis raised his concerns about the state of the hedges overgrowing footpaths around Mortimer and especially in Kings Street.</p> <p>Cllr. D. Kilshaw raised his concerns about the low level of communication taking place and stressed that we need to be doing more.</p>	
17/114	<p>To receive any future Agenda items:</p> <p>Cllr. A. Richardson raised his previous request for a future Agenda Item for the constitution of the Finance & General Purposes Committee to be discussed.</p>	

The next meeting is on 14th September 2017.

The meeting closed at 8:55 pm.