



Stratfield Mortimer Parish Council

Minutes of the Full Council Meeting

held on 9th March 2017 @ 7.30 pm

at Mortimer Methodist Church, West End Road, Mortimer

Present:

Councillors: Cllr. J. Earl (Acting Chairman), Cllr. J. Bull, Cllr. N. Carter, Cllr. P. Challis, Cllr. D. Ives, Cllr. M. Johnson, Cllr. N. Kiley, Cllr. C. Lewis, Cllr. M. Lock, Cllr. A Richardson and Cllr. P. Wingfield.

Clerk: Haydn Selwyn-Jones – Parish Clerk

Public/Press: There were 2 members of the public and no members of the press present.

16/592	Public Questions Mr. D. Barlow – Burghfield and Mortimer Handybus. Commented on the service provided and pointed out the current funding status, which meant that if the Parish Council decided not to fund the service, all the other funding would be put under threat and the service would not be available to Mortimer residents.													
16/593	To receive any apologies for absence Apologies were received from Cllr. M. Dennett, Cllr. A. Butcher, Cllr. P. Blagden and Cllr. L. Jones													
16/594	To receive any declarations of interest and dispensations Cllr. A. Richardson declared a personal interest, as Treasurer of Mortimer Tennis Club, in Agenda Item 17/608. Cllr. P. Wingfield declared a personal interest as The Parish Representative for Burghfield & Mortimer Volunteer Bureau in Agenda Item 17/605													
16/595	To resolve to approve the Minutes of the Parish Council Meeting of 9th February 2017 Cllr. J. Earl proposed, seconded by Cllr. A. Richardson to approve and sign the minutes, as a true record of the meeting, which was AGREED unanimously subject to the followings amendments being made: 16/584 (2) – Changed to read “Completed January 2017 A/Cs”													
16/596	To receive Clerk’s Financial Report January 2017 Financial A/Cs The January 2017 Financial Report was received and noted.													
16/597	To receive Committee Meeting minutes of: 1 Planning Committee – 9 th January 2017 2 NDP Implementation Committee – 6 th February 2017 3 Finance & General Purposes Committee – 28 th February 2017 All minutes were received and noted.													
16/598	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>16/03509/HOUSE</td> <td>2 The Avenue Mortimer Common RG7 3QY SMPC had no objections.</td> <td>Approved</td> <td>10/02/17</td> </tr> <tr> <td>16/03578/HOUSE</td> <td>16 Stephens Close</td> <td>Approved</td> <td>15/02/17</td> </tr> </tbody> </table>	<u>Application</u>	<u>Address</u>	<u>Decision</u>	<u>Date</u>	16/03509/HOUSE	2 The Avenue Mortimer Common RG7 3QY SMPC had no objections.	Approved	10/02/17	16/03578/HOUSE	16 Stephens Close	Approved	15/02/17	
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	<p>Mortimer Common RG7 3TX SMPC had no objections.</p> <p>16/03015/FUL Mortimer Police Station Rejected 23/02/17 Victoria Road Mortimer Common RG7 3XQ SMPC had no objections.</p> <p>16/03246/HOUSE 23 Bilberry Gardens Approved 01/03/17 Mortimer RG7 3WU SMPC had no objections.</p> <p>Received and noted</p>	
16/599	<p>To receive an update on Mortimer Library</p> <p>Cllr. M. Lock advised that she had attended the recent Volunteer's meeting held in Mortimer Library.</p> <p>Cllr. P. Wingfield advised that WBC are no longer able to acquire books from the British Library.</p>	
16/600	<p>To receive an update on the NDP</p> <p>The Clerk advised that the two resolutions approved at the last Full Council had been sent to WBC</p> <p>It was also advised that WBC Officers had recommended that the SMPC NDP should proceed to referendum, which will be decided by WBC at their Council meeting on 10th May 2017.</p> <p>Cllr. P. Wingfield proposed, seconded by Cllr. M. Johnson that the SMPC NDP Steering Group should reconvene to consider the publicity for the Referendum.</p>	
16/601	<p>To receive the Communications Policy that had been reviewed and agreed by the Finance & General Purposes Committee.</p> <p>Cllr. J. Earl presented the Communications Policy and after brief discussion, during which Cllr. C. Lewis expressed his concerns over 3.3.1 of the Policy and the apparent confusion in 4.2.5 of the Policy, which were addressed and were left as stood.</p> <p>The Communications Policy was received and noted.</p> <p>District Councillor G. Bridgman arrived at 8:10pm</p>	
16/602	<p>To receive District Councillors' Reports and ask questions</p> <p>Both Cllr. M Lock and Cllr. G Bridgman had submitted written reports, which were received and noted.</p> <p>Cllr. G. Bridgman advised that WBC's proposals had been forwarded to the Boundary Commission</p> <p>Questions were asked with regard the Monkey Puzzle Field Appeal being withdrawn and whether they can re-appeal now that they are out of time with their appeal and have withdrawn it. District Cllr. G. Bridgman would investigate and report back.</p> <p>Cllr. M. Lock then took questions as follows:</p> <p>Cllr. P. Wingfield enquired as to whether there were any conclusions with regard to the Health & Welfare project yet. Cllr. M. Lock advised that details are nearly completed but everything is dependent on budget promises.</p> <p>Cllr. J. Earl asked about the Health & Hygiene figures quoted in her AWE Local Liaison Committee report, which Cllr. M. Lock clarified.</p>	
16/603	<p>To receive Clerk's Update (for information only)</p>	

	<ol style="list-style-type: none"> 1 Took 6 days holiday 2 Completed January 2017 A/Cs 3 Contacted WBC Library Service Manager – Mike Brook to chase answer to the criteria needed to be agreed regarding SMPC contribution towards meeting the part-costs for Mortimer Library. 4 Arranged visit to Garth Hall for 2 x Builders, 1 x Structural Surveyor and 4 x Councillors to enable report on state of and potential costs to renovate the Hall. 5 Posted items on Website and Facebook 6 Managed applications for the role of Part Time Administrative Assistant for the Parish Council. Along with Chairman and Vice-Chairman of the Parish Council, as instructed by F&GP, shortlisted candidates for interview, arranged interviews and interviewed candidates and presented recommendation to F&GP. 7 Located Office Lease papers for renewal discussions 8 Had meeting, at the request of the Secretary of Mortimer Tennis Club, to discuss their proposals/plans for the future aimed at encouraging and developing tennis in the community 9 Contacted Blakedown and engaged support of Sport England with regard to the repairs to the surface of the Tennis Courts. 10 Met with Handybus to get further information for F&GP and Full Council 11 Had input in drafting of the Communications Policy for presentation to F&GP. 12 Dealt with day-to-day public enquiries 13 Managed all the papers for Parish Council and Committee Meetings <p>The report was received and noted.</p>	
16/604	<p>Garth Hall</p> <p>The Clerk reported on the visit to Garth Hall to assess that extent of the poor condition of the building.</p> <p>Cllr. J. Earl proposed, seconded by Cllr. M. Lock that Alan Barnes of Creative Design and Structure Ltd prepares a formal structural scheme including supportive calculations for the work necessary to bring the building back into safe use. This was AGREED by 9 votes for, 1 vote against and 1 abstention.</p>	
16/605	<p>To receive an update on the request for support for the Burghfield & Mortimer Handybus</p> <p>To then consider the motion that:- “The Parish Council agrees to support the Burghfield & Mortimer Handybus with S137 Grant funding to cover, based on their proportionate usage, Stratfield Mortimer’s share of their shortfall in funding needed to provide their bus service facility for the residents of Stratfield Mortimer for the year 2017 – 2018.”</p> <p>The Clerk introduced the proposal and the requirements needed to use S137 Grant funding.</p> <p>Discussion then took place with:</p> <p>Cllr. M. Lock expressing her favour for the service being offered to the elderly population.</p>	

	<p>Cllr. C. Lewis expressed his concerns on the numbers using the service and the potential issues of maintaining the volunteer drivers to deliver the service.</p> <p>Cllr. P. Wingfield expressed his concerns over how low the charges are when compared with those received by the Volunteer Bureau and the lack of proportionality of the charges being made with numbers supported when compared with the proposed fees for the Library.</p> <p>Cllr N. Carter considered it was a good business plan.</p> <p>Cllr J. Bull commented that there could well be more people who could be encouraged to use the service, which was supported by District Cllr. G. Bridgman in quoting that there were 1182 residents above 65 years old in Mortimer – a 22.7% of population against the WBC average of 17.8% and that there were 262 single person over 65 households in Mortimer.</p> <p>Concerns were expressed over the business plan, that was considered to be lacking in detail, and the Clerk reminded the Council that the commitment was only for 1 year, due to the S137 regulations.</p> <p>This was taken up by Cllr. M. Lock, who proposed the motion, as it was a valid service that needed to be supported and the business plan could be reviewed after 1 year to see what progress had been made in improving the take-up and funding of the service before any further decision would be made for a further year. This was seconded by Cllr. A. Richardson and AGREED by 8 votes for, 2 votes against and 1 abstention.</p>	
16/606	<p>To receive the Clerk’s report Part-Funded PCSO alternative options</p> <p>The Clerk advised that there had been no further progress.</p>	
16/607	<p>To receive information on and discuss the setting up No Calling Zones.</p> <p>Cllr. N. Carter presented a report giving the purposes of such a scheme, highlighting that it is primarily a town based scheme managed by Trading Standards to meet a communities needs in deterring unwanted cold callers and is not ideal for village communities due to the lack of street furniture for signage.</p> <p>Despite the Mortimer community concerns about the intimidation experienced from the Nottingham Knockers, who have been known to visit the village, it was felt that there was little that could specifically be done, but the report was received and noted for future consideration.</p>	
16/608	<p>To receive information on and discuss revenue generation of assets owned/managed by SMPC especially the Tennis Courts</p> <p>Cllr. A. Richardson reported that the Mortimer Tennis Club were looking to create more members and increase revenue and there had held a successful open day.</p> <p>The Clerk advised that Secretary to the Mortimer Tennis Club had been in for a meeting looking to expand their usage of the Tennis Courts and Cllr. J. Earl proposed that talks should continue.</p>	
16/609	<p>To discuss Members Bids opportunity for tools for footpaths</p> <p>District Cllr. G. Bridgman clarified the terms of the Bids and it was AGREED the Clerk and Cllr. M. Johnson would work to formulate a bid.</p>	
16/610	<p>Finance - To resolve to agree accounts for payment:</p> <p>1 Suez Recycling – Fairground Waste Collection – Feb. £107.35 2017 D.D. inc. VAT</p>	

	<p>2 SLCC – “Local Government Administration – Tenth Edition £76.60</p> <p>3 J.L. Bryce Farms – Cemetery Extension fencing and hedging inc. VAT £2,971.06</p> <p>4 The Benyon Trust – Cemetery Extension quarterly rental 03/17 – 06/17 £62.50</p> <p>5 Viking Direct – Office Supplies – Feb 17 inc. VAT £85.92</p> <p>6 Southern Tower Services Ltd – Fencing for Queen’s 90th Birthday – June 2016 inc. VAT £110.40</p> <p>7 HMRC – Month 11 PAYE/NI payments £603.35</p> <p>8 M. Dennett – Custodian phone top up. £20.00</p> <p>9 H. Selwyn-Jones – Postage stamps £11.52</p> <p>The motion to agree the finances was AGREED unanimously.</p>	
#	It was AGREED to extend the meeting by ½ hour to complete the business of the meeting	
16/611	<p>To receive Correspondence (for information only):</p> <p>i. Papers for Consultation on West Berkshire District Council officer proposal recommendation for the Stratfield Mortimer Neighbourhood Development Plan.</p> <p>Received and noted.</p>	
16/612	<p>To receive Minor Matters (for information only):</p> <p>Cllr. N. Carter commented on the fact that the Titan play equipment on the Fairground was still out of action and the Clerk advised that the repair was in process, but was awaiting the parts to be delivered to the appointed contractors.</p> <p>Cllr. P. Challis commented on the cost of the Extension to the Cemetery lease as it would eventually be more cost effective to perhaps buy the land.</p> <p>Cllr. N. Kiley advised that the policy of Englefield Estates is to lease and not sell.</p>	
16/613	<p>To receive any future Agenda items</p> <p>None</p>	
16/614	<p>Exclusion of Press and Public</p> <p>To pass a resolution to exclude members of the press and public from the meeting at Part II, item 17/615 on the Agenda, due to the confidential nature of the information being discussed.</p>	
Part II		
16/615	<p>To receive the Finance & General Purposes agreed appointment for the Part Time Administrative Assistant role in the Parish Office</p> <p>Cllr. J. Earl summarised the process that had taken place in the appointment of SMPC’s Part Time Administrative Assistant and the appointment of Mrs. L. Hannawin was received and noted.</p>	

The next meeting is on 13th April 2017.

The meeting closed at 9:30 pm.