

Stratfield Mortimer Parish Council

Minutes of the Full Council Meeting

held on 11th January 2018 @ 7.30 pm

at Mortimer Methodist Church, West End Road, Mortimer



Present:

Councillors: Cllr. P. Wingfield (Chairman), Cllr. M. Dennett, Cllr. J. Bull, Cllr. N. Carter, Cllr. P. Challis, Cllr. D. Ives, Cllr. K. Johnson, Cllr. L. Jones, Cllr. N. Kiley, Cllr. D. Kilshaw, Cllr. C. Lewis, Cllr. M. Lock, Cllr. T. Reade, Cllr. A. Richardson.

Clerk: Haydn Selwyn-Jones – Parish Clerk, Lynn Hannawin – Deputy Clerk

Public/Press: There was 1 member of the public, District Cllr. G. Bridgman and no members of the press present.

Part I		
18/223	<p>Public Questions:</p> <p>Mr. J. Wells stated that he could not see anything wrong with the new zebra crossing and thinks it is well lit.</p> <ul style="list-style-type: none"> Cllr. K Johnson explained that the issue is that pedestrians are not using the crossing correctly and are neither stopping, as they get to the crossing, nor waiting for cars to stop to let them cross. The school is being approached with regards to speaking to the children about the correct use of the crossing. 	
18/224	<p>To receive any apologies for absence:</p> <p>None</p>	
18/225	<p>To receive any declarations of interest and dispensations:</p> <p>All Councillors declared an interest in 18/228 to receive and discuss draft budget and precept proposals for 2018 - 2019. The Clerk granted a dispensation to all Councillors for the purpose of enabling the business to be discussed.</p>	
18/226	<p>To resolve to approve the Minutes of the Parish Council Meeting of 14th December 2017:</p> <p>Further to the amendments read, the minutes were APPROVED for signature as a true record of the meeting.</p>	
18/227	<p>To receive District Councillors' Reports:</p> <p>Both District Councillors' reports had been distributed and were deemed received and noted.</p> <p>Cllr. M. Lock added to her report by advising that:</p> <ul style="list-style-type: none"> As it is unlikely that the Theale Primary School project is going ahead, the money identified for this will be going elsewhere. The Heads of Health and Wellbeing and of Children's Services have been now been appointed. 	
18/228	<p>To receive and discuss draft budget and precept proposals for 2018-2019 as discussed by F&GP Committee on 4th January 2018:</p>	

	<p>The budget as discussed by F&GP showed a shortfall of £5,000. There was also an issue involving Section 106 expenditure.</p> <p>Both these issues were discussed, and it was proposed that the Section 106 expenditure should, more correctly, be included under the Community projects heading. This was AGREED.</p> <p>The shortfall on the budget was discussed and it was proposed that this should be met by an increase in precept of 3.6%. There was general agreement to this proposal but before it could be put to the meeting there was a vote to determine if more time was required for Councillors to consider the budget numbers and then to have an Extraordinary meeting to vote on the precept. Proposed by Cllr. N. Kiley and seconded by Cllr. M. Dennett, it was AGREED unanimously that the precept should be voted on in this meeting.</p> <p>The vote on the precept for 2018/19 was then taken and proposed by Cllr. T. Reade and seconded by Cllr. D. Kilshaw, it was AGREED unanimously to raise the precept by 3.6%.</p>									
18/229	<p>Composition of SMPC Transition Plan – Working Groups</p> <ol style="list-style-type: none"> 1. To review documentation 2. To review committee structures <p>Cllr. P. Wingfield summarised the plan to update the Financial Regulations and Standing Orders.</p> <p>It was AGREED that this would be undertaken by Councillors: P. Wingfield; M. Dennett; T. Reade and C. Lewis and the Clerk. Councillors A. Richardson; K. Johnson; L. Jones: N. Carter and D. Kilshaw will review changes made.</p>	<p>PW/TR/CL MD/Clerk AR/KJ/LJ/ NC/DK</p>								
18/230	<p>To receive an update report on Parish Youth Leadership:</p> <p>Cllr. P. Wingfield presented the paper and following a meeting with Berkshire Youth, it is proposed that Berkshire Youth will gather the views of the young people in the village through the use of a questionnaire, visits to school and youth worker visits.</p> <p>The resolution “Stratfield Mortimer Parish Council resolves to take forward a consultation exercise which will be conducted by Berkshire Youth”, proposed by Cllr. P. Wingfield, seconded by Cllr. M. Dennett was AGREED unanimously.</p>	<p>PW</p>								
18/231	<p>To receive planning decisions and information from West Berkshire Council:</p> <table border="1"> <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>17/03002/FUL</td> <td>6 Laneswood, Mortimer, RG7 3UW</td> <td>Refused</td> <td>19/12/17</td> </tr> </tbody> </table> <p><u>SMPC Comments</u></p> <p>The Committee objects to the application. The car port does not comply with aspects of the Neighbourhood Development Plan (NDP), in particular policies GD2: “Parking design and layout should be provided in line with Manual for Streets. In particular car parking should be located close to the main access to the dwellings, and should be overlooked by habitable rooms” and GD5 and it could set a precedent for other similar builds in the area. In addition, the Committee are concerned about the proximity of the car port to LPG storage</p>	<u>Application</u>	<u>Address</u>	<u>Decision</u>	<u>Date</u>	17/03002/FUL	6 Laneswood, Mortimer, RG7 3UW	Refused	19/12/17	
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	<p>tanks and the associated risks and seek advice from West Berkshire with regards to current regulations on LPG storage. The Committee would also like clarification on the “Block and Location Plans” as to why the area in red has been highlighted when the car port area is a small section of this area.</p>	
17/03015/FULD	<p>Land at Loves Wood, Mortimer</p> <p>Approved 22/12/17</p> <p><u>SMPC Comments</u></p> <p>The Committee strongly objects to the application. Since the original application was approved there have been numerous amendments made via planning applications changing the overall appearance of the two properties from the original intentions. Consequently, this final application is not in keeping with the Loves Wood development and does not comply with the NDP policy GD5, in particular “House types should be in sympathy with the local vernacular, where appropriate, as illustrated by the images below.” (The images referred to can be found in the NDP document). There is no clear trail of all the amendments that have been made and there is concern that not all changes have been formerly recorded. In addition, from the information supplied, it is not possible to establish the exact roof height and concern is expressed that this has changed. With regards to Plot 1, there appears to be a change in drawings that isn't part of this application.</p>	
17/02869/HOUSE	<p>15 Strawberry Fields, Mortimer, RG7 3WS</p> <p>Approved 14/12/17</p> <p>SMPC had no objections</p>	
17/03047/CERTP	<p>12 Briar Lea Road, Mortimer, RG73SA</p> <p>Approved 22/12/17</p> <p>Certificate of lawfulness so no papers received</p>	
17/03120/HOUSE	<p>42 Stephens Close, Mortimer, RG7 3TY</p> <p>Approved 29/12/17</p> <p>SMPC had no objections</p>	
	<p>Received and Noted.</p> <p>No further decisions had been received.</p>	
18/232	<p>To receive Parish Office Update (for information only):</p> <ol style="list-style-type: none"> 1 Managed the repairs to the entrance to the Fairground Car Park 2 Worked on getting quotes for Fairground Play Equipment 	

	<p>3 Worked on getting quotes for Fairground Fencing</p> <p>4 5 Committee meetings Clerked and 1 x Councillor discussion meeting attended</p> <p>5 Posted Casual Vacancy for a Councillor notice</p> <p>6 Posted notice for applications for the role of Assistant to the Parish Clerk</p> <p>7 Responded to WBC Consultation notice on the Budget for 2018-2019</p> <p>8 Usual emails and phone calls to respond to.</p> <p>9 Posted items to website and Facebook.</p> <p>10 Parish Office closed 22nd December 2017 to 2nd January 2018</p> <p>Received and noted.</p>																									
18/233	<p>To receive and note a summary of payments made with authorisation of Chairman or Vice-Chairman:</p> <p>1 Salaries & Wages – Mth. 9 - 2017 £3,134.36</p> <p>Received and noted.</p>																									
18/234	<p>Finance - To resolve to agree accounts for payment:</p> <table> <tr> <td>1 Suez – Fairground waste collection Dec 2017 inc VAT. DD</td> <td>£107.35</td> </tr> <tr> <td>2 BT – Telephone & Broadband inc VAT. DD</td> <td>£361.76</td> </tr> <tr> <td>3 SSE - Southern Electric – Fairground Plot 1 inc VAT DD</td> <td>£14.34</td> </tr> <tr> <td>4 SSE - Southern Electric – Fairground Plot 2 inc VAT DD</td> <td>£14.34</td> </tr> <tr> <td>5 SSE - Southern Electric – Fairground Car Park inc VAT DD</td> <td>£14.34</td> </tr> <tr> <td>6 HMRC – Mth 9 PAYE/NIC</td> <td>£1,196.38</td> </tr> <tr> <td>7 C&D Facilities – Newt Corridor cut inc VAT</td> <td>£160.68</td> </tr> <tr> <td>C&D Facilities – Cemetery Hedge inc VAT</td> <td>£390.00</td> </tr> <tr> <td>C&D Facilities – Alfred Palmer Hedge cut inc VAT</td> <td>£468.00</td> </tr> <tr> <td></td> <td style="border-top: 1px solid black;">£1,018.68</td> </tr> <tr> <td>8 West Berkshire Council – Quarterly office rental</td> <td>£750.00</td> </tr> <tr> <td>9 TK Travel Limited – Coach hire from Mortimer to Beech Hill and back</td> <td>£200.00</td> </tr> </table> <p>Cllr. Lewis enquired if item 9 is a correct and proper expenditure.</p> <ul style="list-style-type: none"> The Clerk explained that at a previous Full Council meeting it was agreed to pay for transport to the Parish Council Christmas dinner and Cllr. J. Earl had offered the Chairman's allowance, of £100.00, for this purpose. However, this left a shortfall of £100. It was AGREED: 1) as the invoice has been issued to the Parish Council, for the Parish Council to pay the cheque in full 2) other arrangements would be made to pay the balance of £100.00. <p>The accounts, proposed by Cllr. D. Kilshaw and seconded by Cllr. M. Dennett, were AGREED with 13 votes for and one abstention.</p>	1 Suez – Fairground waste collection Dec 2017 inc VAT. DD	£107.35	2 BT – Telephone & Broadband inc VAT. DD	£361.76	3 SSE - Southern Electric – Fairground Plot 1 inc VAT DD	£14.34	4 SSE - Southern Electric – Fairground Plot 2 inc VAT DD	£14.34	5 SSE - Southern Electric – Fairground Car Park inc VAT DD	£14.34	6 HMRC – Mth 9 PAYE/NIC	£1,196.38	7 C&D Facilities – Newt Corridor cut inc VAT	£160.68	C&D Facilities – Cemetery Hedge inc VAT	£390.00	C&D Facilities – Alfred Palmer Hedge cut inc VAT	£468.00		£1,018.68	8 West Berkshire Council – Quarterly office rental	£750.00	9 TK Travel Limited – Coach hire from Mortimer to Beech Hill and back	£200.00	Clerk
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18/235	<p>To receive Correspondence (for information only):</p> <ol style="list-style-type: none"> 1 SSE Annual Wayleave payment of £243.41 2 Sundry Invoices, Planning Applications and Decisions. <p>Received and noted.</p>	
18/236	<p>To receive Minor Matters (for information only):</p> <p>Cllr. M. Dennett has been approached by a member of the public about the Parish Council getting involved with helping to stop the bank closure.</p> <ul style="list-style-type: none"> • The general feeling is that it is not a Parish Council issue and as there is no consultation process, it is not feasible for the Parish Council to assist with this. <p>Cllr. P. Challis expressed concern over the state of the area around the memorial pond area following the work carried out by the Gigaclear contractors.</p> <ul style="list-style-type: none"> • The Clerk explained that the work should not have been carried out and having met with Gigaclear, is waiting for a formal letter of response. Gigaclear will ensure that the area is cleared up and left in a good state of repair and moving forward, will have a formal agreement with a wayleave. Once the letter has been received an explanation will be made public. <p>Cllr. M. Lock enquired as to the wayleave across the common.</p> <ul style="list-style-type: none"> • To date, only meterage fees have been received and no lump sum. This is being resolved at present. <p>Cllr. A. Richardson:</p> <ul style="list-style-type: none"> • Informed the Council that the MVP newsletter will be being delivered mid-February. Those Councillors who have committed to do articles for the newsletter need to submit them. • Asked if the Parish Council would consider paying for the engraving of The Alan Thorpe Trophy, which was originally purchased by the Council. Cllr. Richardson will obtain quotes. <p>Cllr. N. Carter reported that the hedge at the top of The Street has been cut. The Clerk has written to thank Mr Lambton. This will be added to the newsletter.</p> <p>Cllr. T. Reade asked for clarification as to the timescale for Co-option.</p> <ul style="list-style-type: none"> • The period for the request for an election is ending. The Clerk will confirm the timescale for the remaining process. <p>Cllr. D. Kilshaw asked for confirmation that the puddle appearing on the recently resurfaced Community Centre car park is within the specification.</p> <ul style="list-style-type: none"> • Cllr. Lewis confirmed that apart from one puddle, everything is within the specification. The one puddle that is not to specification is to one side and it could cause further issues to try and change it. It was agreed that no further action should be taken but, as the car park could be slippery in certain conditions, this should be added to the risk assessment. <p>Cllr. P. Wingfield reported that West Berkshire Council have asked for sites to be identified for the next local plan. It seemed that Parish Councils who engage with this will be given access to relevant information. Cllr. Wingfield felt it appropriate to talk to West Berkshire Council about Stratfield Mortimer's next parish plan.</p> <ul style="list-style-type: none"> • Cllr. G. Bridgman suggested that Bryan Little at West Berkshire Council would be able to assist with relevant information to help understand the requirements. Councillors were in favour of Cllr. P. Wingfield making this initial contact. 	<p>Clerk</p> <p>Council llors</p> <p>AR</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>PW</p>

18/237	To receive any future Agenda Items: None	

The next meeting is on 8th February 2018.
The meeting closed at 8:42 pm.