



# Stratfield Mortimer Parish Council

## Minutes of the extra ordinary

### Fairground and Cemetery Committee Meeting

held on Tuesday, 26<sup>th</sup> November 2019 @ 7:30 pm  
at The Parish Council Office, 27 Victoria Road, Mortimer. RG7 3SH

**Present:**

Councillors: Cllr. J. Bull (Chairman), Cllr. M. Dennett, Cllr. K. Field, Cllr. D. Morsley.

Clerk: Lynn Hannawin – Parish Clerk

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

19/021	<b>Public Questions:</b> None.	
19/022	<b>To receive any apologies for absence:</b> Apologies received from Cllrs. S. Beard, S. Hill, K. Johnson and M. Lock.	
19/023	<b>To receive any declarations of Interest and Dispensations:</b> Cllr. J. Bull declared an interest in item 19/28(8) and 19/28(9).	
19/024	<b>To receive and approve the minutes for the Fairground and Cemetery Committee meeting held on Tuesday, 13<sup>th</sup> August 2019:</b> The minutes were received and <b>APPROVED</b> to be signed as a true record of the meeting.	
19/025	<b>Update from Previous Committee Meetings:</b> An update outlining actions taken following the meetings held on the 23 <sup>rd</sup> July and 13 <sup>th</sup> August 2019 and other updates was discussed. Under item 19/07, Mr. N. Kiley had confirmed his willingness to be co-opted to the Committee which would be taken to Full Council in January.	Clerk
19/026	<b>Items to be taken in private session</b> It was determined that no items of the Agenda should be taken with the public excluded.	
19/027	<b>Working Group Report(s)</b> To receive an update from site inspections: a) <b>Fairground</b> <ul style="list-style-type: none"> <li>• Pillbox - to be taken to Full Council in January for maintenance and costs to be agreed.</li> <li>• Pond dipping platform - still under consideration.</li> <li>• Queen's Canopy trees - consider planting more substantial varieties. Cllr. Wells has obtained 200 potted trees from Englefield Estate to be used as hedging where required.</li> <li>• Footpath by Hammonds Heath - overgrown and requires cutting back. Clerk and Chairman to investigate the purchase of a hedge trimmer.</li> <li>• Bat and bird boxes - required for Hammonds Heath.</li> <li>• Painting tennis courts and Fairground seats - to be undertaken in the Spring.</li> <li>• Additional Teenage Shelter - several potential sites to be identified for review with Fairground Trustees.</li> <li>• Christmas tree - now installed on Fairground and lights will be added before church service on 1<sup>st</sup> December.</li> </ul> b) <b>Cemetery</b>	

	<ul style="list-style-type: none"> <li>• Footpath through churchyard – under the terms of the lease for access through the churchyard, SMPC are responsible for paying the PCC upon demand the whole of the cost of maintaining repairing or renewing the part of roadway shown coloured yellow on the lease plan in a good and sufficient state of repairs and condition. Whilst the cemetery extension is in progress, SMPC will monitor the path and liaise with the Church regarding any repairs/maintenance required.</li> <li>• Cemetery fence - part of original cemetery fence is rotting, and cemetery extension will need a deer fence.</li> </ul>	
19/028	<p><b>Items for consideration and resolution</b></p> <p><b>1) Committee Terms of Reference</b></p> <p>a) To review and <b>AGREE</b> Committee Terms of Reference for Fairground and Cemetery for presentation to Full Council.</p> <p>The following additions were discussed:</p> <ul style="list-style-type: none"> <li>• 2. Cemetery and Cemetery Extension: In accordance with the PCC, maintain and manage the footpath as described in the lease.</li> <li>• 3. Special Projects: Manage and maintain the Pillbox. (This would need adding once Full Council had agreed to maintain the pillbox).</li> </ul> <p>Confirmation should be sought from the PCC confirming their agreement that SMPC takes direct responsibility for maintaining the path as described as opposed to the PCC maintaining the footpath and charging the cost to SMPC as per the lease.</p> <p>Cllr. Morsley proposed the above amendments and action.</p> <p>Seconded by Cllr. Dennett</p> <p><b>RESOLVED</b> unanimously.</p> <p><b>2) Cemetery Hedge Improvement</b></p> <p>a) To <b>AGREE</b> the specification and <b>RESOLVE</b> to obtain quotes for a further cutback in February.</p> <p>It was <b>AGREED</b> a further cutback in February was no longer required.</p> <p><b>3) Grass Cutting</b></p> <p>a) To <b>AGREE</b> an amended grass cutting regime.</p> <p>It was <b>AGREED</b> to bring back an amended grass cutting regime to Committee with an accurate diagram and pictures.</p> <p><b>4) Gorse Maintenance</b></p> <p>a) To review the gorse maintenance schedule and <b>AGREE</b> actions required.</p> <p>Cllr. Bull proposed that SMPC should obtain a quote from C&amp;D to cut back the gorse in the grazing area in the first third along Windmill Road.</p> <p>Seconded by Cllr. Field.</p> <p><b>RESOLVED</b> unanimously.</p> <p><b>5) VE Day 75</b></p> <p>a) To review ideas and consider implications of the VE Day 75 Commemorations on The Fairground.</p> <p>The following ideas were considered:</p> <ul style="list-style-type: none"> <li>• Fun Fair: it is proposed that this will be on the front area of The Fairground which the committee were not against in principle but concerned that space may be an issue.</li> </ul>	<p>Clerk</p> <p>JB</p> <p>Clerk</p>

	<ul style="list-style-type: none"> <li>• Fox hole: further information is required regarding the size; health and safety; consideration regarding services and condition of the grazing area after the event.</li> </ul> <p><b>6) Mortimer Cricket Club (MCC) Nets</b></p> <p>a) To <b>AGREE</b> the specification and formulate a plan as per the Full Council meeting held on 10th October, 2019</p> <p>The proposal for the MCC cricket nets and various issues it raised were discussed.</p> <p>Cllr. Dennett proposed that further information and specifications should be sought from the cricket club in order to progress the project.</p> <p>Seconded by Cllr. Bull</p> <p><b>RESOLVED</b> unanimously.</p> <p><b>7) Pond Work</b></p> <p>a) To consider the advice of Natural England and <b>AGREE</b> how to proceed accordingly.</p> <p>Cllr. Bull proposed to that the advice of Natural England to cut willow down and concentrate on clearing the trees and continue raking should be taken.</p> <p>Seconded by Cllr. Morsley</p> <p><b>RESOLVED</b> unanimously</p> <p>Cllr. J. Bull left the room and Cllr. Dennett took the chair in order to lead discussion on the next two Agenda items (19/28 8 and 9).</p> <p><b>8) Conservation Footpath</b></p> <p>a) To <b>RESOLVE</b> to accept the technical specification as provided by West Berkshire Council.</p> <p>Cllr. Morsley proposed that the technical specification as provided by West Berkshire Council should be accepted.</p> <p>Seconded by Cllr. Field</p> <p><b>RESOLVED</b> unanimously.</p> <p>b) To consider the quotes received and <b>AGREE</b> the supplier accordingly.</p> <p>Cllr. Morsley proposed to accept the quotation from Agricultural Estate Services.</p> <p>Seconded by Cllr. Field</p> <p><b>RESOLVED</b> unanimously.</p> <p><b>9) Fairground Ditch and Bank</b></p> <p>a) To consider the quotes received and <b>AGREE</b> the supplier accordingly</p> <p>The Committee considered the quotes received to date, noting that they needed to be comparable. Comparable quotes will be obtained and considered by Finance &amp; General Purposes Committee for a decision to be taken.</p> <p>Cllr. Bull re-joined the meeting.</p> <p><b>10) Fairground Security Measures</b></p> <p>a) To consider the required additional security measures and <b>AGREE</b> the next action(s) to be taken.</p>	<p>JB</p> <p>Clerk</p> <p>Clerk</p>
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	<p>Cllr. Bull has looked at alternative security bollards to use instead of proposed concrete blocks and would obtain further details and estimates to bring back to the next Committee meeting.</p> <p><b>11) Fitness Equipment</b></p> <p>a) To review the proposal for fitness equipment for The Fairground and <b>AGREE</b> the next action(s).</p> <p>Cllr. S. Hill will collect further information relating to costs, potential revenue costs, and more detailed descriptions on the proposal fitness equipment for The Fairground in the next two weeks.</p> <p>Cllr. Morsley proposed for the fitness equipment project to be included in the January public consultation.</p> <p>Seconded by Cllr. Bull.</p> <p><b>RESOLVED</b> unanimously.</p>	<p>JB</p> <p>SH</p>
<b>19/029</b>	<p><b>Items for Information Only</b></p> <p><b>1) Minor Matters</b></p> <ul style="list-style-type: none"> <li>• Painting works on the Fairground postponed to Spring 2020</li> <li>• ROSPA recommendations have all been completed or awaiting completion against purchase orders issued.</li> </ul>	
<b>19/030</b>	<p><b>Finance</b></p> <p><b>1) Fairground and Cemetery Budget</b></p> <p>a) To review the Fairground and Cemetery Committee's budget spend for the year 2109-2020.</p> <p>This was reviewed.</p> <p>b) To consider the Fairground and Cemetery Committee's budget for 2020-2021.</p> <p>Cllr. Morsley to investigate if Fairground Security Measures can be covered by CIL.</p>	DM
<b>19/031</b>	<p><b>Items for Communication:</b></p> <ul style="list-style-type: none"> <li>• Footpath repair</li> </ul>	JB
<b>19/032</b>	<p><b>Future Agenda items:</b></p> <ul style="list-style-type: none"> <li>• Review of fees.</li> <li>• Pillbox.</li> <li>• Amended grass cutting regime.</li> <li>• Fairground security – security bollards.</li> </ul>	JB/ Clerk
<b>19/033</b>	<p><b>Exclusion of Press and Public</b></p> <p>Not required.</p>	

The meeting closed at 9.25pm

The next meeting is scheduled for 19<sup>th</sup> March 2020.