

Stratfield Mortimer Parish Council



Minutes of the Full Council Meeting

held on 14th February 2019 @ 7.30 pm

at Mortimer Methodist Church, West End Road, Mortimer

Present:

Councillors: Cllr. M. Dennett (Acting Chairman/Chairman), Cllr. N. Carter (arrived at 8.05pm), Cllr. P. Challis, Cllr. S. Hill, Cllr. D. Ives, Cllr. K. Johnson, Cllr. L. Jones, Cllr. N. Kiley, Cllr. D. Kilshaw, Cllr. C. Lewis, Cllr. M. Lock, Cllr. A. Richardson, Cllr. P. Wingfield.

Clerk: Mrs. L. Hannawin

Public/Press: There were three members of the public and Dist. Cllr. G. Bridgman present. There were no members of the press.

Part 1	
18/480	<p>Public Questions:</p> <p>Four Houses Corner</p> <p>Ms. A. Adaway raised concerns about Four Houses Corner and the management of the proposed refurbishment of the site. She wanted to ensure that SMPC were aware:</p> <ul style="list-style-type: none"> • The lease on the site shortly expires and has not been renewed prior to the refurbishment being undertaken. • There is no written record of the total amount of money that has been spent to date on this site. • The remaining inhabitants on the site are being evicted against their wishes. <p>Cllr. M. Dennett stated that this is a West Berkshire Council (WBC) matter and the Parish Council does not have any control over WBC actions. However, the Parish Council is aware of the situation and will be involved in the planning application for the refurbishment of the site.</p> <p>Dist. Cllr. G. Bridgman reported that WBC Head of Development and Planning, confirmed that WBC are in the process of negotiating a new lease with the landowner and have agreed in principle that the site will continue to be leased as a Gypsy/Traveller site. The detailed terms of the lease are under discussion and should be concluded shortly.</p> <p>Dist. Cllr. M. Lock reported that negotiations have been ongoing over a period of time but, to date, were unsuccessful. It is necessary to clear the site for it to be decontaminated.</p> <p>Garth Hall</p> <p>Mr. J. Wells enquired as to what the options are for Garth Hall and when the public will know.</p> <p>Cllr. M. Dennett confirmed that the public will be involved once the options have been established.</p> <p>Footpath between St John's and St Mary's schools</p>

	<p>Mr. M. Kennedy expressed concern that the overgrown hedgerows are restricting the width of the footpaths along The Street, causing pinch points and affecting the ability of pedestrians to walk safely and pass each other.</p> <p>Dist. Cllr. G. Bridgman has been liaising with Mr Kennedy about this issue and has reported it to WBC.</p> <p>It was suggested that Mr Kennedy could raise this in the Public Section of the Roads, Footpaths and Commons committee meeting next week for future action to be taken.</p>	
18/481	<p>To elect Chairman and Vice-Chairman (if required) – Declaration(s) of Offices to be signed.</p> <p>Chairman:</p> <p>Cllr. M. Dennett was nominated by Cllr. A. Richardson and seconded by Cllr. M. Lock.</p> <p>Cllr. J. Bull was nominated by Cllr. D. Ives and seconded by Cllr. N. Kiley.</p> <p>Further to a secret ballot, requested by Cllrs. M. Dennett and Lewis, Cllr. M. Dennett was duly appointed as Chairman with 7 votes to 4 and 1 spoilt paper. The Declaration of Office was signed.</p> <p>Vice- Chairman:</p> <p>Cllr. J. Bull was nominated by Cllr. D. Ives and seconded by Cllr. N. Kiley. As there were no other nominations, Cllr. J. Bull was duly elected unopposed as Vice-Chairman. Due to Cllr. J. Bull's absence, the Declaration of Office will be signed prior to the next Full Council meeting.</p>	JB Clerk
18/482	<p>To receive any apologies for absence:</p> <p>Cllr. J. Bull</p>	
18/483	<p>To receive any declarations of interest and dispensations:</p> <p>None.</p>	
18/484	<p>To resolve to APPROVE the Minutes of the Parish Council Meeting of 11th January 2019:</p> <p>It was noted that Agenda item 14/484 should have read "10th January 2019".</p> <p>The following changes to the minutes were noted:</p> <ul style="list-style-type: none"> Cllr. N. Carter was recorded as being present instead of Cllr. P Challis. <p>With the abstention of two councillors who were not present at the meeting, it was RESOLVED that the minutes of the meeting of the Parish Council held on the 10th January 2019 be approved as a true and correct record and signed by the Chairman.</p>	
18/485	<p>To receive an update on actions taken from the previous Parish Council meetings.</p> <p>Each current action was reviewed and updated accordingly.</p>	
18/486	<p>To receive and APPROVE the Income and Expenditure Report and Balance sheet for December 2018:</p> <p>The accounts were presented for December 2018 and two minor errors in the spreadsheet were highlighted.</p> <p>Proposed by Cllr. M. Dennett, seconded by Cllr. A. Richardson, the Income and Expenditure Report and Balance Sheet for December 2018, were APPROVED unanimously.</p>	
18/487	<p>To RESOLVE to agree that the signatories for the Unity Trust Bank Account shall be the Chairman and Vice-Chairman of the Council and the Chairman of each of the Council's committees, (namely Cllrs. X and Y and Cllrs. N. Kiley, D. Kilshaw, C. Lewis and P. Wingfield) and</p>	

	<p>that the key contact for the account be changed from Cllr. M. Dennett to Parish Clerk Mrs L. Hannawin:</p> <p>Further to the resignation of T. Reade and the appointment of Cllrs. M. Dennett and J. Bull as Chairman (X) and Vice-Chairman (Y) respectively, a new resolution needs to be passed to confirm the bank signatories. The key contact still needs amending, as the previous forms had not yet been submitted.</p> <p>Proposed by Cllr. M. Dennett, seconded by Cllr. A. Richardson, the signatories and key contact for the Unity Trust Bank Account, were AGREED unanimously.</p>	Clerk
18/488	<p>To RESOLVE to fill the casual vacancy through co-option:</p> <p>Cllr. M. Dennett presented a paper and the co-option process, with regards to the May elections and the implications of co-opting at this stage in the term of office were discussed.</p> <p>Proposed by Cllr. M. Dennett, seconded by Cllr. S. Hill, by 5 votes in favour, 6 against and 1 abstention, it was AGREED not to fill the casual vacancy through co-option. The decision will be publicised along with a full explanation and interested parties encouraged to stand for election in May.</p>	
18/489	<p>To RESOLVE that Mrs. T. Reade remains as the Parish Council representative on the Fairground Trust until the end of her present term (October 2021):</p> <p>It was confirmed that a third party can be a Parish Council representative on the Fairground Trust and that Mrs. T. Reade is prepared to continue in this role.</p> <p>Proposed by Cllr. M. Dennett, seconded by Cllr. N. Kiley, it was AGREED for Mrs. T. Reade to remain as the Parish Council representative on the Fairground Trust until the end of her present term, unanimously.</p>	
18/490	<p>To Resolve to provide tea and coffee for users of Mortimer Library:</p> <p>The Clerk presented a paper on the various ways teas and coffees could be sold in Mortimer Library and the associated costs. Due to low sales and the short shelf life of the sachets required for drinks machines, the recommendation from other WBC libraries currently selling tea and coffee, is to provide hot water in a flask along with tea bags and instant coffee.</p> <p>The Clerk confirmed that costs to the Council would be covered by the charge for the drinks sold.</p> <p>Providing basic tea and coffee for a 6 months trial period would enable demand to be assessed.</p> <p>Proposed by Cllr. M. Dennett, seconded by Cllr. A. Richardson, it was AGREED to provide basic tea and coffee at a cost of £1 per drink for a trial period of 6 months, with one abstention.</p>	
18/491	<p>To receive District Councillors' Reports:</p> <p>Cllr. G. Bridgman's report was received and noted.</p> <p>Cllr. M. Locke's last report was issued to Councillors on the 21st January 2019.</p>	
18/492	<p>To note the meetings that have taken place of the following committees and to receive the draft minutes:</p> <p>Planning 31st January 2019</p> <p>Communications 5th February 2019</p> <p>Community Projects 7th February 2019</p> <p>The minutes for Planning and Communications were received and noted. Cllr. P. Wingfield reported on the Community Projects meeting:</p> <ul style="list-style-type: none"> Projects had been reviewed and updates were as agenda item 18/485 	

	<ul style="list-style-type: none"> The piece of land on MOR006, reserved for the school and doctor's surgery, was discussed with a view to establishing ownership and progressing the use of this land in the short term. The effect of the conditions associated with the granting of outline planning for the site, on the use of this land, which have only been received as of the 14th February, are currently unknown. Suggestions for the future management of community projects will be discussed at Finance and General Purposes on the 5th March 2019. 																			
18/493	<p>To receive planning decisions and information from West Berkshire Council.</p> <p>The planning decisions on the agenda were received and noted.</p> <p>The following points were noted:</p> <ul style="list-style-type: none"> Written notice of the decision and the associated conditions, granting the Outline Planning for MOR006, has been received. The appeal against the decision for the planning application for 42 West End Road has been refused by the Planning Inspectorate. SMPC objected to the development of two houses behind the Horse and Groom, but the application, with conditions, has been granted by West Berkshire Council (WBC). WBC did not consider overdevelopment of the site or parking to be an issue. 																			
18/494	<p>To receive and note a summary of payments made with authorisation of Chairman or Vice-Chairman:</p> <table> <tr> <td>1. HMRC – Month 10 (January) 2018/2019 PAYE/NIC.</td> <td>£864.20</td> </tr> <tr> <td>2. Salaries & Wages – Mth. 10 (January) 2018/2019 Note: this figure includes a Direct Debit for the pension element</td> <td>£3,298.94</td> </tr> <tr> <td>3. Osborne Signs – handwritten update on SMPC Honour Boards for St. John's Hall – inc. VAT</td> <td>£150.00</td> </tr> </table> <p>The payments were received and noted.</p>	1. HMRC – Month 10 (January) 2018/2019 PAYE/NIC.	£864.20	2. Salaries & Wages – Mth. 10 (January) 2018/2019 Note: this figure includes a Direct Debit for the pension element	£3,298.94	3. Osborne Signs – handwritten update on SMPC Honour Boards for St. John's Hall – inc. VAT	£150.00													
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18/495	<p>Finance - To resolve to agree accounts for payment:</p> <table> <tr> <td>1. West Berkshire Council – Highways Recharge carried out by Volker for bollards at West End Road - inc. VAT</td> <td>£1,041.80</td> </tr> <tr> <td>2. BALC – Council's DPO membership fee 1.4.18 to 31.3.19 – inc. VAT</td> <td>£72.00</td> </tr> <tr> <td>3. Stuart Michael Associates – services to 30.12.2018 for Mortimer Station Car Park & issue of report – inc. VAT</td> <td>£1,152.00</td> </tr> <tr> <td>4. B. O'Reilly – Book of 12x 1st class stamps</td> <td>£8.04</td> </tr> <tr> <td>5. C&D Facilities – preparation ground for cemetery bridge and erect deer fence – inc. VAT</td> <td>£1,056.00</td> </tr> <tr> <td>6. L. Hannawin – Box of A4 paper, stapler, padlock for Fairground shed</td> <td>£93.42</td> </tr> <tr> <td>7. J. Bull – Expenses: 4 waders for pond work; Christmas tree lights</td> <td>£184.92</td> </tr> <tr> <td>8. SLCC – Managing Local Council Elections webinar – inc. VAT</td> <td>£72.00</td> </tr> <tr> <td>9. Dads Shop – 200ml lubricating and anti mould sealant – inc. VAT</td> <td>£15.10</td> </tr> </table>	1. West Berkshire Council – Highways Recharge carried out by Volker for bollards at West End Road - inc. VAT	£1,041.80	2. BALC – Council's DPO membership fee 1.4.18 to 31.3.19 – inc. VAT	£72.00	3. Stuart Michael Associates – services to 30.12.2018 for Mortimer Station Car Park & issue of report – inc. VAT	£1,152.00	4. B. O'Reilly – Book of 12x 1 st class stamps	£8.04	5. C&D Facilities – preparation ground for cemetery bridge and erect deer fence – inc. VAT	£1,056.00	6. L. Hannawin – Box of A4 paper, stapler, padlock for Fairground shed	£93.42	7. J. Bull – Expenses: 4 waders for pond work; Christmas tree lights	£184.92	8. SLCC – Managing Local Council Elections webinar – inc. VAT	£72.00	9. Dads Shop – 200ml lubricating and anti mould sealant – inc. VAT	£15.10	
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	<p>10. SUEZ Recycling – Fairground waste collection January 2019 – inc. VAT (DD) £124.39</p> <p>11. KOMPAN – supply of replacement Crazy Nellie Springer – inc. VAT £449.28</p> <p>12. AES – supply and installation of Gyro Spiral replacement seat – inc. VAT £360.00</p> <p>13. Pro Vision – professional fees on Mortimer Station Car Park period 29/09/18 to 31/01/19 – inc. VAT £1,805.33</p> <p>Proposed by Cllr. M. Dennett, seconded by Cllr. A. Richardson, the accounts were received and AGREED for payment unanimously.</p>	
18/496	<p>To receive the Clerk’s report:</p> <p>The Clerk gave an update on the following matters:</p> <p>1 Precept</p> <ul style="list-style-type: none"> • The completed “Request for Precept” form was submitted on 17th January 2019. <p>2 Managing Local Council Elections</p> <ul style="list-style-type: none"> • The Clerk participated in a webinar on Wednesday 6th February • This looked at Purdah, Notice of Elections, Acceptance of Office, Registration of Interests, first meeting of the council following an election, information for new councillors. <p>3 Royal Garden Party</p> <ul style="list-style-type: none"> • On behalf of NALC, information was received in the BALC newsletter about nominations for attendees for a Royal Garden Party to be held on the 29th May 2019. • Invitations are in recognition of past service as Chairmen of Parish Council and Town Mayors in England. • Due to the very short deadline for submissions, with the approval of Acting Chairman M. Dennett, it was agreed to nominate Julian Earl. <p>4 “Crazy Nellie” Rocker</p> <ul style="list-style-type: none"> • The above item was ordered from Kompan at a cost of £374.40 + VAT as a replacement for a similar broken item in the infants’ playground. • The rocker was due to be installed and was waiting for transportation to the playground in Cllr. J. Bull’s van. • Unfortunately, Cllr. J. Bull’s van was stolen along with “Crazy Nellie”. • The theft has been reported to the police and an insurance claim is being pursued. <p>5 SMPC Newsletter</p> <ul style="list-style-type: none"> • The spring edition of the newsletter is due to be delivered by Burghfield Scouts around the 17th of February. <p>6 West End Road Car Park</p> <ul style="list-style-type: none"> • The hedge is being cut back to improve sight lines. <p>7 Station Car Park</p> <ul style="list-style-type: none"> • Further to the decision taken at Full Council on the 8th January, the Clerk and Cllr. N. Kiley have been liaising with GWR and ProVision to progress the work required. • The Station Car Park Consultation will be taking place on Tuesday 26th February from 1pm – 8pm in Mortimer Library. 	

	<p>The report was received, and the following points were noted:</p> <ul style="list-style-type: none"> • Cllr. A. Richardson highlighted the risk in the transportation of Council assets which should be on the Risk Register. • The Tennis Court initiative is still waiting on the installation of the electronic entry gate. 	AR
18/497	<p>To receive Correspondence (for information only)</p> <ol style="list-style-type: none"> 1. Email from West Berkshire Council (WBC): Alan Dunkerton is retiring as of the 8th February 2019. 2. Email from a Parishioner of Aldermaston: Raising concerns about issues surrounding the refurbishment of Four Houses Corner. 3. Email from Insp Chris Ward, Thames Valley Police: Insp Ward will be leaving the Neighbourhood Policing Team and Thames Valley Police at the end of February on completion of his service. 4. Email from WBC: West Berkshire Council District Parish Conference will be on Thursday 14th March 2019. 5. Email from WBC: WBC consultation, from January 14th to 11th February, regarding the review of polling districts, polling places and polling stations. <p>The correspondence was received and noted. Additional Correspondence received:</p> <ul style="list-style-type: none"> • South Berks Concert Band: invitation to SMPC to send a representative to their concert on Saturday 23rd March. • WBC: Council Strategy Consultation. • Burghfield and Mortimer Neighbourhood Action Group: Minutes of the meeting held on January 16th 2018. 	
18/498	<p>Items for Communicating and newsletter:</p> <ul style="list-style-type: none"> • Decision not to co-opt to fill the casual vacancy and promoting the forthcoming council elections. • The theft of the "Crazy Nellie" rocker • Outline planning decision for MOR006 	Clerk
18/499	<p>To receive Minor Matters (for information only):</p> <p>Cllr. J. Bull:</p> <ul style="list-style-type: none"> • Submitted a written report on the Federation of St Mary's and St John's school confirming that the details of the proposal are still being finalised. If it is decided that Federation is the best option, a consultation for stake holders will follow. • Submitted a written report on the cemetery confirming that both routine maintenance work and work necessary for the new extension, have been undertaken. <p>Cllr. D. Kilshaw:</p> <ul style="list-style-type: none"> • Reported that the grass area on the corner opposite St Catherine's is being churned up by bike riders. The Clerk will confirm ownership and write to WBC accordingly. <p>Cllr. P. Challis:</p> <ul style="list-style-type: none"> • Expressed concern that the pillbox opposite St Mary's School is overgrown and neglected. Cllr. P. Wingfield confirmed that pillboxes are not listed buildings and any maintenance is down to the 	Clerk Clerk

	<p>landowner or community projects. The Clerk will contact Wheats Farm and raise the subject with them.</p> <p>Cllr. P. Wingfield:</p> <ul style="list-style-type: none"> Volunteers from the Volunteer Bureau, who provide transport to residents for hospital appointments, attended the Community Projects committee meeting. Their funding from West Berkshire Council has been cut, leaving them with a £3000 shortfall. They will be approaching SMPC for a grant. Cllr. M. Dennett raised the need for a grant policy which will be discussed at Finance and General Purposes. <p>Cllr. M. Lock:</p> <ul style="list-style-type: none"> Offered to deliver the newsletter to residents of Windmill Court. 	ML
18/500	<p>To receive any future Agenda Items:</p> <p>None</p>	
18/501	<p>Exclusion of Press and Public: To pass a resolution to exclude members of the press and public from the meeting at Part II, for the items on the Agenda items 502 and 503, due to the confidential nature of the information being discussed.</p> <p>Proposed by Cllr. M. Dennett, seconded by Cllr. D. Kilshaw this motion was AGREED unanimously.</p>	
Part II		
18/502	<p>To RESOLVE to proceed with the Ground Maintenance Contract for the three years from January 2019.</p> <p>Cllr. N. Kiley reported that two quotes had been received out of a possible four. The details of the quote were discussed and the RFO was asked to confirm the exit terms for any contract and ensure the appropriate wording is used when placing the order.</p> <p>Proposed by Cllr. M. Dennett, seconded by Cllr. S. Hill, it was AGREED to place the order with the incumbent supplier providing the RFO is satisfied with the terms and conditions, unanimously.</p>	RFO
18/503	<p>To receive an update on Garth Hall and decide on next action:</p> <p>Cllr. M. Dennett summarised the current situation with Garth Hall and reported on the most recent correspondence received from The Royal British Legion (RBL). Further to a discussion, it was AGREED for the Garth Hall Working Party to draft an initial proposal, including any relevant information, for submission to the RBL, prior to a meeting being organised.</p>	MD/CL/ NC/JB/ NK

The meeting closed at 9.16pm

The next meeting will be on Thursday March 14th.