



## Stratfield Mortimer Parish Council

### **Minutes of the Full Council Meeting held on 12<sup>th</sup> March 2020 @ 7.30 pm at Mortimer Methodist Church, West End Road, Mortimer.**

#### **Present:**

##### **Councillors:**

Cllr. M. Dennett (Chairman), Cllr. K. Field, Cllr. S. Hill, Cllr. D. Ives, Cllr. D. Kilshaw, Cllr. C. Lewis, Cllr. D. Morsley, Cllr. J. Wells.

##### **Clerk:**

Mrs. L. Hannawin

##### **Public/Press:**

There were 2 members of the public and no member of the press in attendance

Prior to the meeting the Council observed a period of silence in memory of Freda Batten, who served the Parish as School Crossing Patrol for 34 years who had recently passed away.

#### **Part I**

##### **19/165 Public Questions**

Mr. P. Challis personally thanked the Councillors who had been responsible for clearing and renovating the pill box

##### **19/166 To receive any apologies for absence**

Apologies were received from Cllrs. S. Beard, G. Bridgman, J. Bull, N. Carter, K. Johnson, L. Jones and M. Lock.

##### **19/167 To receive any declarations of interest**

None

## **19/168 Minutes of Last Meeting**

**To resolve to APPROVE the Minutes of the Parish Council Meeting of the 13th February 2020**

**RESOLVED** that these minutes be approved for signature by the Chairman as a true and correct record of the meeting.

## **19/169 Clerk's Report**

**To receive the Clerk's report:**

**Actions from Full Council 14th November 2019 and other updates**

### **19/159**

#### **1) TerraCycling Recycling**

- 3 bins have been now provided. The new collection point will be promoted.

#### **3) Community Infrastructure Levy**

- The repayment of £10,483.13 was made to West Berkshire Council.

#### **4) Youth Services**

- Berkshire Youth have confirmed that the charge for shared youth services will be £30.00 per hour per member of staff.
- A meeting is being held to progress the "Dragon's Den" style question and answer youth forum and "Attitude Survey"

#### **5) Newsletter**

- It is proposed that the next newsletter will be delivered just prior to the VE Day 75 commemorations and will include the results of the recent consultation, details of the Annual Parish Meeting and the VE Day 75 Commemorations.

### **19/147 Minor Matters**

#### **• Four Houses Corner Update.**

WBC confirmed that there are currently 11 vacant plots with another family due to leave in the coming weeks. This will leave 4 families on site who will need relocating in order to allow the refurbishment project to commence. Once vacant possession has been achieved the construction project will take approximately 20 months (subject to detailed site investigation results and planning permission).

### **Other Updates**

#### **1) Lawrence Pickering**

- Following the sad passing of Lawrence Pickering, an email was sent to all councillors suggesting that Mr Pickering should be recognised by the Council for his service to the village. Suggestions were that a building or road could be named after him or a youth award given in his name.
- In order that this can be taken forward, other suggestions should be emailed to the Clerk.

#### **2) Duke of Edinburgh Volunteers**

- 3 Duke of Edinburgh award students are currently undertaking litter picking within the village, including the Fairground, as part of the volunteering aspect of their award. In order to show a level of commitment, they will be doing this on average for an hour a week for a period of 6 months. A risk assessment has been undertaken and other landowners/WBC have been informed.

### 3) Station Car Park

- Planning has been submitted.
- Following the planning process and depending on whether the application is “called in”, a decision could be expected towards the end of June.

In addition, it was noted that Englefield Estate have confirmed that they have sought advice on the MOR006/Drury Lane and Manns Farm permissive paths and the documentation is being drafted and will be forwarded shortly.

**The report was received.**

### 19/170 Private Session

**Items to be taken into private session**

None

### 19/171 To receive planning decisions and information from West Berkshire Council:

#### 19/03196/FULD Lane House, Mortimer Lane, Mortimer, Reading RG7 3PP

REFUSED 28/02/20 Proposed detached 4 bedroom dwelling to the land south of Lane House, Mortimer.

**SMPC Comments:** SMPC strongly object to this application on the following grounds:

- the proposed development is outside the Mortimer settlement boundary and policy RS2 covering Residential Site Allocation under the Stratfield Mortimer NDP states that “proposals for housing outside the Mortimer Settlement Boundary will only be granted in exceptional circumstances” and policy GD1 states that housing outside the settlement boundary has to satisfy the requirements of WBC’s Housing Site Allocation DBD policy C1 and the development does not meet the exemption criteria under C1.
- the design statement refers to a recent new build adjacent to the property at Lane House which was a conversion of a disused agricultural building granted by WBC.
- should this development be approved, it would set a precedent for future development in rural spaces in the Parish.

### APPEALS

#### 19/00723/FUL (3242051) Victoria Arms, 54 Victoria Road, Mortimer Common, Reading RG7 3SE

DISMISSED 18/02/2020 Construction of new two bedroom dwelling to the rear of 54 Victoria Road (Victoria Arms Public House)

#### **Inspector’s comments:**

The Victoria Arms decision is a case where site-specific evidence led an inspector to conclude that the loss of parking for a public house to facilitate a residential development would be likely to, at times, displace vehicles onto the surrounding road network. This posed a significant concern as the surrounding area features parking restrictions, bus stops and a substantial number of dropped kerbs, such that the ability of the surrounding road network to absorb the additional demand would be significantly diminished. In turn the Inspector found that this may encourage unsafe parking practices (parking on corners, junctions and within visibility splays), and so have an adverse effect on highway safety

The planning decisions were received.

## **19/172 Committee and Working Party /Group Reports**

### **1 Finance and General Purposes**

#### **To receive and note SMPC service charges for 2020/21**

The SMPC service charges as agreed at Finance and General Purposes were received. It was noted that the proposed unrounded figure for this year will be the starting figure for next year's calculations.

### **2 Planning**

#### **To receive an update on MOR006 allocated land**

Cllr. Morsley reported that investigations for the allocated land, which is owned by TA Fisher, are continuing. West Berkshire Council (WBC) have confirmed that there is currently no funding for a new school or nursery school. Building funding is being discussed with the Diocese at a forthcoming meeting. TA Fishers are hoping to commence general building in April but are still addressing Reserve Matters, one of which is the requirement to have a one way system for construction traffic. TA Fishers have not yet agreed to St John's School using the land temporarily for other purposes, but this may not be possible anyway, due to the requirement to have a one way system for construction traffic.

#### **To receive an update on the Station Car Park**

Cllr. Morsley reported that planning has been submitted to WBC. In addition, a meeting has been held with SMPC, M&G Developments, who have offered the land north of the current station as a possible site for a new car park, and GWR. Discussions are continuing between M&G Developments and GWR to explore options for an alternative to the SMPC car park. A meeting was also held with SMPC, Jewells and GWR as the Calor Gas yard is also being offered as potential other car park site. Again, discussions are continuing between Jewells and GWR.

Cllr. Dennett thanked everyone who has been involved with the station car park planning application and in particular, Mr. N. Kiley.

### **3 VE Day 75 Working Group**

#### **To receive an update on the preparations for the VE Day 75 Commemorations.**

Cllr. Field gave a verbal report and it was noted:

- The school activities have been finalised and will be sent to all local schools. Activities include a visit to the pill box.
- Members of the Working Party have met with Burghfield Parish Council who have declined the opportunity to be involved with the Saturday commemorations.
- The acts have been booked for the MML music event.
- MVP are overseeing Market Row and the refreshment tent.
- Two floats are still available for the procession. One float will be a "silent" float acknowledging all those that died from Burghfield and Mortimer.
- RAF Odiham are not available. The other fly by will be confirmed, or not, later this month.
- The Church service and beacon lighting has been scheduled for the Friday in line with the official timings.
- Willink have confirmed the assembly dates.

- The clearance and renovation of the pill box is underway

## **19/173 Items for consideration and resolution**

### **1) Community Infrastructure Levy (CIL) Public Consultation**

**To receive a report on the consultation and RESOLVE to proceed with the recommendations as agreed by Finance and General Purposes.**

The report was received. The proposed projects are:

- Footpath/Cycleway between Mortimer and Burghfield. This will be overseen by the Strategy Working party (SWP)/Finances and General Purposes, until a consultant had been appointed. As an initial step, the Clerk will arrange a joint meeting with Burghfield Parish Council.

**ACTION: Clerk**

- Pavement widening on The Street. Once updated, the project will be passed to Roads, Footpaths and Commons.
- Library ownership. This will be overseen by Finances and General Purposes.

Cllr. Morsley proposed to proceed with the recommended projects as described above. Seconded by Cllr. Kilshaw. **RESOLVED** unanimously.

### **2) Consultation: Royal Berkshire Fire and Rescue Service (RBFRS) Integrated Risk Management Plan.**

**To RESOLVE that the Clerk, in conjunction with the Chairman, be delegated to submit a response on the consultation.**

Cllr. Dennett proposed the motion as described above. Seconded by Cllr. Kilshaw. **RESOLVED** unanimously.

**ACTION: MD/Clerk**

### **3) Additional Budget for Fairground and Cemetery.**

**To RESOLVE a budget overspend of up to £10,000.00 for the required tree works, as recommended by Finance and General Purposes.**

Further to the Finance and General Purposes meeting, advice has been sought regarding the proposed removal of one of the trees. WBC recommend retaining the tree.

Cllr. Dennett proposed the motion as described above. Seconded by Cllr. Kilshaw **RESOLVED** unanimously.

### **4) Community Parish Meeting**

**To AGREE that Community Infrastructure Levy (CIL) be the topic for Open Discussion / Community Forum at the Annual Parish meeting.**

Further to a discussion, it was felt that information about the new SID/ANPR should also be included. Cllr. Kilshaw proposed amending the resolution as follows: "To AGREE that Community Infrastructure Levy (CIL) and the new speed camera be the topic for Open Discussion / Community Forum at the Annual Parish meeting" Seconded by Cllr. Lewis **RESOLVED** Unanimously .Cllr. Kilshaw proposed the amended resolution. Seconded by Cllr. Dennett. **RESOLVED** unanimously

**5) West Berkshire Council Local Plan Review to 2036**

**To receive a report on the Parish Council Consultation Workshop and AGREE the responses as recommended by Planning**

The report was received and Cllr. Morsley confirmed that the recommended responses had been discussed and agreed by the Planning Committee.

Cllr. Dennett proposed the responses as recommended by Planning. Seconded by Cllr. Kilshaw. **RESOLVED** Unanimously

**ACTION: Clerk**

**6) Tadley Citizens Advice Bureau (CAB) Outreach Service**

**To receive a report and RESOLVE to proceed with funding two 3 hour Tadley CAB outreach sessions per month.**

The report was received and the proposal for the internet provision for the outreach service was discussed. As BT provide internet to the parish office, it was agreed the Clerk should investigate using BT Fon as a means of providing internet for the Tadley CAB advisors. Other options are to buy a pay-as-you go hotspot or approaching the Methodist Church regarding the installation of Wifi to the building.

Cllr. Morsley proposed the motion as described above. Seconded by Cllr. Field. **RESOLVED** unanimously.

**ACTION: Clerk**

**7) Coronavirus**

**To receive an update on the Coronavirus situation and AGREE any necessary actions.**

A report was received. The current situation was discussed, and the uncertainty of the situation acknowledged. The Clerk has sought further advice from HALC. The following was noted/agreed:

- Basic recommended steps should be taken at meetings to help with preventing the spread of the virus.
- Officers and Councillors should only attend meetings if fit and healthy.
- Records will be kept of attendees of meetings.
- In the absence of the Village Custodian, councillors may be able to assist with maintenance as required.
- The possibility of needing to cancel VE Day 75 was discussed at length. An extra ordinary Full Council meeting will be scheduled for Tuesday 4th May to review the need to cancel the commemorations planned for Friday 8th and Saturday 9th May, if required.

**19/174 Items for Information Only**

**1. To note the meetings that have taken place of the following committees and to receive the approved/draft minutes:**

- a. Fairground and Cemetery 18<sup>th</sup> February 2020
- b. Planning 27<sup>th</sup> February 2020
- c. Finance and General Purposes 3<sup>rd</sup> March 2020

The planning minutes have subsequently been approved. The meetings were noted.

**2. District Councillor's reports.**

The report from Cllr. Bridgman for February was received

**3. Correspondence.**

1. Email: West Berkshire Council (WBC) - Public Spaces Protection Order (PSPO) Consultation - Newbury Town Centre.
2. Email: Scottish & Southern Electricity Networks - Information and advice regarding power outages and resilience plans.
3. Email: Mortimer Surgery – Social Prescribing.
4. Email: WBC: SID Training - Wednesday 22nd April 2020, 18:30 to 19:30. A further email from WBC had been received and the District Conference will be taking place on Thursday March 12th. Formal invitations will be sent out shortly.

The correspondence was noted.

**4. Neighbourhood Action Group Report**

The NAG minutes from the 8<sup>th</sup> January 2020 and a report from Cllr. Carter were received. It was noted, as reported at the Finance and General Purposes meeting, there is an increase in the Neighbourhood Police Team resources for the Mortimer and Burghfield area for the current period.

**5. Minor Matters.**

The proposed Fairground security measures were raised. The Clerk is currently chasing the final quote for the Fairground and Cemetery meeting on the 19<sup>th</sup> March.

**ACTION: Clerk**

**19/175 Finance****1 Accounts to 10<sup>th</sup> January 2020**

Cllr. Dennett proposed that the Income and Expenditure Report and the Balance Sheet are approved. Seconded by Cllr Kilshaw. **RESOLVED** unanimously.

**2 Payments made with authorisation of Chairman or Vice-Chairman:**

Item	Payee Details	Amount
1.	HMRC – Month 11 (February) 2019/2020 PAYE/NIC.	£893.76
2.	Salaries & Wages – Mth. 11 – 2020 (Feb) Note: this figure includes a Direct Debit for the pension element	£3,499.56
3.	Reading Scottish Pipe Band – deposit for engagement at VE75 Day	£140.00
4.	Lynn Hannawin – Expenses for 5x pack HP printer cartridges – inc. VAT	£335.90
5.	Planning Portal – submission of Mortimer Station car park planning application	£1,039.00

The payments were received.

**3 Accounts for payment:**

Item	Payee Details	Amount
1.	D C Sturt – review and recommendation on IT migration	£480.00

2.	L. Hannawin – 2x Office 365 Business Premium licences	£220.92
3.	SLCC – Website Accessibility Guideline course for Clerk – inc. VAT	£144.00
4.	Englefield Estate – Qtr rental for Cemetery (March-June)	£62.50
5.	Dad’s Shop – refuse bags & ties, plug & extension cable, plus balance of credit note – inc. VAT	£2.28
6.	SUEZ Recycling - Fairground car park waste collection February 2020 – inc. VAT [DD]	£131.63
7.	Enderby Associates – Mortimer Station car park LVIA – inc. VAT	£4,039.16
8.	Westcotec – Portable miniSID and colour ANPR – inc. VAT	£10,914.00
9.	Vision ICT – 5 hosted email accounts May 2020-April 2021 – inc. VAT	£108.00

It was noted:

The claim for the Members Bid for the purchase of the mini SID/ANPR will be made prior to March 31st 2020.

**ACTION: Clerk**

Cllr. Dennett proposed that the items of expenditure are approved. Seconded by Cllr. Kilshaw. **RESOLVED** unanimously.

## 19/176 Communications

### Items for Communicating and Newsletter

- Summary of CIL consultation
- Update on the Station car Park
- Coronavirus information to be added to the website based on the Government guidelines.

Cllr. Dennett confirmed that the next newsletter will be produced and delivered just prior to VE Day 75..

## 19/177 Future Agenda Items

### To identify any future Agenda Items:

- Wifi provision for Full Council meetings.
- VE Day 75 commemorations.

## 19/178 Exclusion of Press and Public

**To pass a resolution to exclude members of the press and public from the meeting at Part II, due to the confidential nature of the information being discussed:**

Not required.

## Close

The meeting closed at 9.07 pm

The next meeting will be on Thursday 9<sup>th</sup> April