



Stratfield Mortimer Parish Council

Minutes of the Full Council Meeting held online on Thursday 11th February 2021 @ 7.30 pm

These Minutes are subject to approval.

Present:

Councillors:

Cllr. M. Dennett (Chairman), Cllr. S. Beard, Cllr. G. Bridgman, Cllr. N. Carter, Cllr. K. Field, Cllr. S. Hill, Cllr. D. Ives, Cllr. D. Kilshaw, Cllr. C. Lewis, Cllr. M. Lock, Cllr. D. Morsley, Cllr. J. Wells.

Clerk:

Mrs. L. Hannawin.

Public/Press:

There were no members of the public or press in attendance.

Part I

20/084 Public Questions (for agenda items only)

None.

20/085 To receive any apologies for absence

None.

20/086 To receive any declarations of interest

- 1. To receive from Members at this point or at any point during the meeting, in respect of any Items included on the agenda, disclosure of any interests in line with the Parish Council's Code of Conduct and gifts and hospitality in line with Government legislation.**

Cllr. Dennett declared an interest in 20/093 3. Accounts for Payment, due to him being listed as a recipient.

20/087 Minutes of Last Meeting

To resolve to APPROVE the Minutes of the Council Meeting of the 14th January 2020.

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

20/088 Clerk's Report

To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 14th of November and other updates.

Actions from Last Meeting:

Tree Survey Work

- A letter was sent to C&D Grounds Maintenance and a payment made as agreed by Full Council on the 14th of January.
- The review is being undertaken on the 5th of March by Sapling Arboriculture Ltd.

BT Phone Box - Defibrillator

The Covid-19 Members Bid for £1,000 towards the new defibrillator was successful. The funding must be utilised within 6 months.

Other Updates:

Precept

The precept request was submitted on the 29th of January 2021.

Section 137 Expenditure: Limit for 2021-2022

The confirmed limit for 2021-22 is £8.41 per elector.

Community Mammogram Van

The required electrics have been installed. The van will be arriving on the 15th of February.

In addition, it was noted:

- The Covid-19 Members Bid, despite being a reserve bid, was successful as one of the others was rejected due to the time constraints.
- Appropriate thanks will be given to Stanley Electrical Services for their assistance with the electrics for the Community Mammogram Van

The report was received.

20/089 Items to be taken into private session

To determine which items, if any, of the Agenda should be taken with the public excluded.

None.

20/090 Planning

To receive planning decisions and information from West Berkshire Council.

20/02785/HOUSE: 1 Butlers Lands Farm Cottages, Mortimer, Reading RG7 2AG

Single storey rear and side extension.

GRANTED – 20th January 2021.

SMPC Comments

No objections.

20/02804/HOUSE: 37 Windmill Road, Mortimer Common, Reading, RG7 3RL

Rear extensions.

GRANTED – 26th January 2021.

SMPC Comments

In principle the Committee have no objections to the proposed extension but would have liked to have seen the proposed extension in relation to the adjacent extension development on the boundary with 39 Windmill Road for comparison but assumed this would be considered by West Berkshire.

20/02957/HOUSE: 14 Victoria Road, Mortimer Common, Reading, RG7 3SE

Porch, front and side extension including chimney breast.

GRANTED – 28th January 2021.

SMPC Comments

No objections.

20/02878/HOUSE: 34 King Street, Mortimer Common, Reading, RG7 3RS

Single storey rear extension and part-conversion of existing garage.

GRANTED – 29th January 2021.

SMPC Comments

No objections.

21/00087/HOUSE: 5 Damson Drive, Mortimer, Reading RG7 3WZ

Outdoor sauna, wood cabin shed type to be placed in the garden on a new patio.

CANNOT BE DETERMINED – 29th January 2021.

SMPC Comments

No objections.

20/02952/COND2: Land South of Tower Gardens, The Street, Mortimer Common, Reading

Application for approval of details reserved by condition 3 (materials) of approved 19/01715/RESMAJ - Reserved matters for details of the appearance, landscaping, and scale of the approved residential development for Phase 1 comprising 28 houses and apartments including affordable housing, public open space and associated landscaping.

Reserved Matters is submitted pursuant to the Outline Planning Permission 17/03004/OUTMAJ as varied by the S73 Application 19/00981/OUTMAJ.

APPROVED – 8th February 2021.

WBC Comments

The details submitted in relation to Condition 3 are hereby approved by the Local Planning Authority. To fully comply with this condition, the development must be carried out in accordance with the full terms of the condition as set out in the decision notice, and in accordance with the following approved details: Proposed External Plot Materials. Plots 001 - 028 (188 - MOR06, Mortimer. Phase 1) Revision A dated 11/01/2021, and the associated Materials Site Plan Phase 1 Revision A dated 11/01/2021.

20/02784/HOUSE: Orchard House, The Street, Mortimer Common, Reading RG7 3RD

Rebuild of side store with rear proposed Office.

GRANTED – 9th February 2021.

SMPC Comments

No objections but the proximity of the proposed development to the boundary and a neighbour's tree was noted.

20/02800/HOUSE: 43 Stephens Close, Mortimer Common, Reading RG7 3TY

Two storey side extension, first floor rear extension.

GRANTED – 11th February 2021.

SMPC Comments

No objections to the extension but the Committee noted:

- there was no red line on the block plan,
- car parking spaces have not been indicated on the plan and the study may also count as an additional fourth bedroom which, under current SMPC NDP Policy GD2, would require 3 parking spaces on site,
- the removal of part of the hedge may be necessary for building access, and
- there was currently no site notice at the proposed location.

Planning Inspectorate Decisions

APPEAL APP/TPO/W0340/7794: 19/02602/TPW: Glenapp Grange, West End Road, Mortimer Common, Reading RG7 3FJ

Consent to carry out works to protected trees: removal of three wellingtonia sequoia.

APPEAL DISMISSED – 10th February 2021.

Planning Inspector Comments

Insufficient justification for the tree felling has been demonstrated.

In addition, it was noted:

- **Land South of Tower Gardens:** It has been agreed with West Berkshire Council (WBC) that SMPC is a statutory consultee regarding any Conditions for this development and should, therefore, be given the opportunity to comment. However, WBC are failing to give notice of the Conditions. This will be raised with WBC. Cllr. Bridgman requested that he is copied in as this is relevant to the planning review currently being undertaken by WBC. **ACTION: CLERK**
- **Tree work and tree preservation orders (TPOs):** SMPC are not statutory consultees for any issues regarding TPOs and therefore do not received relevant correspondence. Cllr. Bridgman will forward information accordingly. **ACTION: CLLR. BRIDGMAN**

The planning decisions were received.

20/091 Committee and Working Party/Group Reports

1. Planning Committee.

Cllr. Morsley gave a verbal report. It was noted:

- **Reserved Space:** further to a meeting with the school, WBC and the diocese, limited progress has been made with regards to early years provision. Further investigation is underway regarding several areas, including establishing the legal status and implications regarding planning policy and a new NDP, should the land not be used for a school.

2. Strategy Working Party.

Cllr. Morsley gave a verbal report. It was noted:

- **Widening of The Street Footway:** this is being progressed by WBC.

- Mortimer to Burghfield Footpath and Cycleway: it is proposed to appoint Ridge and partners LLP to undertake a scoping assessment.
- Stephen Firs Tumulus: WBC will be planting bracken and have installed a pedestrian entrance. The area is almost ready for a bench and an interpretative panel. A consultative leaflet is being devised for the near neighbours.
- Fitness Equipment: This is being followed up and considered for both the Fairground and the Alfred Palmer Memorial Field.
- Allotments: Farmers are being approached with regards to suitable land in addition to the area that has been already offered.
- CIL Consultation free format suggestions: these are being reviewed to identify feasible options.

3. Library Working Group.

Cllr. Lewis gave a verbal report. It was noted:

- The Hungerford Hub paperwork has been reviewed.
- A fee proposal has been sought from the solicitor used by the Hungerford Hub.
- Potential trustees, identified from the 2020 CIL Consultation, are being contacted regarding expanding the Working Party with a view to setting up a trust.

20/092 Items for Consideration and Resolution

1. Independent Review Panel.

To receive the report of the Independent Remuneration Panel and note the allowances scheme for May 2021.

Cllr. Dennett summarised the report and allowance scheme. It was noted that parish councils can decide, if they wish, to pay their councillors throughout the year up to 5% of WBC's allowances. This will be further reviewed by the Finances and General Purposes Committee and any recommendations brought back to Full Council. **ACTION: CLERK**
The report and allowances scheme were received and noted.

2. Councillor Consumables.

As agreed by the Finances and General Purposes Committee at its meeting on the 21st July 2020, to RESOLVE that councillors can make:

- Reasonable requests for paper from the office.**
- Reasonable claims for the reimbursement for ink cartridges via the expense system.**

Proposed by Cllr. Dennett.

Seconded by Cllr. Morsley

RESOLVED with one abstention.

3. New Councillor Publicity Campaign.

To AGREE the Council:

- runs a campaign to recruit new councillors.**
- seeks councillors to form a working party to oversee the campaign.**

Further to a discussion, it was agreed that the campaign would be overseen by the Communications Working Group – Cllrs. Bridgman, Carter, Field, Kilshaw and Morsley along with Cllr. Dennett. Publications will be made available via all forms of media, and the recruitment campaign will be the subject of the Annual Parish Meeting. It was noted that the content of any material used must be such that it does not interfere with election process in any way and the deadline for election nominations is the 8th of April.

4. Annual Parish Meeting.

To consider the 2021 Annual Parish Meeting and RESOLVE its format and date.

Cllr. Dennett proposed that the new councillor campaign will be the subject of the Annual Parish Meeting and will be held online on Monday the 22nd of March.

Seconded by Cllr. Lock.

RESOLVED unanimously.

5. Mortimer to Burghfield Footpath.

To RESOLVE that Ridge and Partners LLP undertake a scoping assessment for the Mortimer to Burghfield footpath project at a cost of £3,500.00.

Cllr. Carter proposed the resolution be changed to “RESOLVE that Ridge and Partners LLP undertake a scoping assessment for the Mortimer to Burghfield footpath **and cycleway** project at a cost of £3,500.00”.

Seconded by Cllr. Dennett.

RESOLVED unanimously.

Cllr. Morsley proposed the revised resolution.

Seconded by Cllr. Bridgman.

RESOLVED unanimously.

20/093 Finance

1. Accounts to the 31st December 2020.

To receive and APPROVE the Income and Expenditure Report to 31st December 2020 and the Balance Sheet as of that date.

Proposed by Cllr. Dennett.

Seconded by Cllr. Ives.

APPROVED unanimously.

2. Payments made with authorisation of Chairman/Vice-Chairman.

To receive and note summary of payments:

Item	Payee Details	Amount
1.	Salaries – Month 10 with bonus/back pay (January 2021)	£ 7137.33
2.	HMRC – Month 10 (January 2021)	£ 2,914.89

The payments were received and noted.

3. Accounts for Payment

To receive and APPROVE items of expenditure:

Item	Payee Details	Amount
1.	1 st Burghfield Scouts – replacement cheque for payment lost in February 2020 relating to Jan 2020 newsletter distribution	£ 174.50
2.	CIA Fire & Security – annual renewal for LTA access control system and support – inc. VAT	£ 740.40
3.	Dad’s Shop – Refuse bags and cable ties – inc. VAT	£ 6.19
4.	D. Sturt – IT monitoring and support for January	£90.00

5.	D. Sturt – IT monitoring for December (miscalculated on December invoice no.25)	£30.00
6.	S. C. Ellis - Data Protection and Freedom of Information Consultancy Service 1 st February to 31 st December 2021	£25.00
7.	M. Dennett – Chairman’s Expenses: Christmas flowers for Clerk and Assistant	£ 60.00
8.	Information Commissioner’s Office – Data protection renewal fee 2021	£ 40.00
9.	Stanley Electrical – supply & fit additional socket with isolator and fuse at Fairground car park – inc. VAT	£ 326.40
10.	Glasdon – 100x 140lt bin liners for Fairground – inc. VAT	£ 46.56
11.	Lloyds MultiPay Card – envelopes, laminating pouches, A4 printer paper [Direct Debit]	£ 52.37
12.	Lloyds MultiPay Card – Monkey Survey annual renewal [Direct Debit]	£ 320.00
13.	Lloyds MultiPay Card – monthly fee January [Direct Debit]	£3.00
14.	EE – mobile phone plan charges – inc. VAT [Direct Debit]	£28.80
15.	Currys PC World – Care Plan for Clerk’s computer [Direct Debit]	£9.49
16.	SUEZ Recycling – waste collection from Fairground – January - inc. VAT [Direct Debit]	£ 134.99

Proposed by Cllr. Morsley

Seconded Cllr. Wells.

RESOLVED for payment with one abstention.

20/094 Items for information only

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

- a. Roads, Footpaths and Commons 26/01/2021
- b. Planning 28/01/2021

The meetings were noted.

2. District Councillor Reports

In addition, it was noted:

- The recent SMPC CIL bid for £35,000 for The Street footway widening project was not awarded as it was agreed by WBC that the grant could be given from the Environmental CIL fund. This is awaiting approval by WBC’s Council’s Executive at their meeting on 11th February.

3. Correspondence:

Item	Details
1.	Basingstoke and Deane Borough Council: notification that the boundary of the Old Basing Conservation Area has been extended.
2.	Volunteer for the Thames Valley Air Ambulance: Requesting if a clothing collection bank could be placed in the fairground car park.
3.	Resident of St Catherine’s Hill: Concerns regarding increased and inconsiderate parking near the entrance to the woods.

The following additional correspondence had been received:

- WBC: Confirmation that the District Conference will be held online on Thursday March 11th.
- Member of the Public: Request for a donation of £33.00 towards the printing of leaflets for the Openreach Community Fibre Partnership. As this would fall under s137, therefore needing to be agreed by resolution, this will be added to the agenda for March's Full Council meeting.

The issue of inconsiderate parking on St Catherine's Hill was further discussed, along with the damages caused to the layby. It was agreed Englefield and Mortimer West End Parish Council should be notified of the parking and layby issues. **ACTION: CLERK**

4. Neighbourhood Action Group report

Cllr. Carter gave a verbal report, and the following was noted:

- An announcement will be forthcoming regarding police powers to deal with unauthorised entry onto land.
- A Working Group are looking into additional parking/drop off near the scout hut.
- There has been a recent spate of bike thefts. Any theft should be reported.
- The crime rate is currently low.
- An investigation into a sizeable camp in Burghfield woods, found it to be the work of a group of teenagers.
- The next meeting is on April the 15th.

5. Minor Matters

- a. Cllr. Carter reported that the member of public overseeing the superfast broadband campaign is currently looking to apply for government funding before the deadline of the 28th of February, although there is likely to be further funding later on in the year.
- b. Cllr. Wells queried the circumstances regarding the suggestions of street names and numbers for MOR006 that had been submitted to WBC. Cllr. Dennett confirmed the process that had been followed to meet the WBC deadline whilst adhering to WBC's strict street naming policy. The two suggestions submitted were based around wildlife and birds and the history of the old fairground.

To identify items for communicating

- Councillor publicity campaign.
- Annual Parish Meeting.

20/095 Future Agenda Items

To identify future agenda items

1. Request for a donation of £33.00 towards the printing of leaflets for the Openreach Community Fibre Partnership.
2. Future NDP proposal.

20/096 Exclusion of Press and Public

To pass a resolution under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, to exclude members of the press and public from the meeting at Part II, items identified at 20/089 on the Agenda, due to the confidential nature of the business to be transacted.

Not required.

Close

The meeting closed at 21:19.

Next meeting – 11th March 2021.

DRAFT SUBJECT TO APPROVAL