



## Stratfield Mortimer Parish Council

### Draft Minutes of the Parish Council Meeting

held on 12<sup>th</sup> November 2015 @ 7.30 pm

at Mortimer Methodist Hall, West End Road, Mortimer

Present: Cllrs: M. Dennett (Chairman), P. Blagden, J. Bull, A. Butcher, N. Carter, P. Challis, J. Earl, D. Ives, N. Kiley, C. Lewis, M. Lock, A. Philips, A. Richardson and P. Wingfield.

There were no members of the public and press.

Cllr. Lewis offered to take the minutes for the meeting and this was accepted.

The meeting commenced at 7.32 pm

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| 15/205 | <b>Public Questions:</b> None.  |
| 15/206 | <b>To receive any apologies for absence:</b> Cllr. A. Colaço was absent.  |
| 15/207 | <b>To receive any declarations of interest and dispensations:</b> None.   |
| 15/208 | <b>To resolve to approve Minutes of the Parish Council Meeting of 8<sup>th</sup> October 2015:</b><br>The minutes were approved and duly signed by the Chairman.  |
| 15/209 | <p><b>To receive Acting Clerk's update (for information only).</b></p> <ol style="list-style-type: none"> <li>1 A grant of £3,351 in respect of the NDP has been received.</li> <li>2 The internal auditor has visited. There were only some minor matters to consider. A report will be issued at the next meeting.</li> <li>3 At minute 15/203.2 in the last meeting, an issue between the Fun Run organisers and Mortimer Cricket Club was reported. The issue has now been resolved and an apology issued.</li> <li>4 West Berkshire Council has now advised that the footpath between The Avenue and the field to the west has now formally been diverted.</li> <li>5 Cllr. Lock had suggested a member's bid for a defibrillator This could be installed above the cash point outside Budgens. The Acting Clerk had supported this and contacted South Central Ambulance Service. Various sources of partial funding were being investigated.</li> <li>6 The Acting Clerk had agreed that the NDP pre-submission consultation could start and would run from 9<sup>th</sup> November to 21<sup>st</sup> December.</li> <li>7 West Berkshire Council Housing DPD had been approved by West Berkshire Council and has gone to pre-submission consultation until 21<sup>st</sup> December.</li> <li>8 West Berkshire Council Budget Proposals for 2016/17 were now open for consultation until 14 December. Some proposals affecting Mortimer included changes to school transport to the Willink, closing Burghfield library and merging it with Mortimer library and withdrawal of the 75 bus service, reductions in rural grass cutting and highway maintenance. The Council will prepare responses and bring these to the December meeting.</li> </ol> |
| 15/211 | <b>To receive a report on speeding in the village:</b> The Chairman altered the order of discussion from that contained in the Agenda. This item will now merge with the next one. Further to minute 15/190 in the last meeting, Cllrs. Blagden and Wingfield gave a report. Contrary to the public perception there is no evidence that the level of speeding in the parish is anywhere near that required for public expenditure. It appears that at certain times of day there is just too much traffic for people to be able  |

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|        | to cross the road without feeling that they are dodging the vehicles. A zebra crossing is the preferred option to alleviate the problem. In The Street a widening of the footpath on the non-road side by around 300mm would not be particularly expensive and would improve safety.  |
| 15/210 | <b>To receive a report on the meeting with the Principal Engineer, Traffic and Road safety of West Berkshire Council:</b> There had been a meeting on 12 <sup>th</sup> October 2015 with Mr. Glyn Davis of West Berkshire Council, the two District Councillors and three members of the Roads and Footpaths Committee. Regarding the crossing by St. John's the preferred option is for a School Crossing Patrol person (possibly on a job share). It was proposed by Cllr. Lock and seconded by Cllr. Blagden that Cllr. Carter should write an article in the next newsletter; this was unanimously approved. West Berkshire Council will be considering, in the New Year, modifications to the criteria for selecting schools for school safety sites, to include a factor for schools which qualify for a School Crossing Patrol but don't have one. The second option is for a zebra crossing but this would be very expensive. It was proposed by Cllr. Blagden and seconded by Cllr. Earl that discussion on this should be deferred until January; there were 11 in favour and 3 abstentions and so the motion was carried   |
| 15/212 | <b>To Receive District Councillors Reports:</b> Both Cllrs. Lock and Bridgman had submitted written reports. The Development Plan document (DPD) has now been formally approved and is now open for statutory consultation. The DPD contained new policies on 'Housing in the Countryside' and 'Parking Standards'. The WBC budget proposals are out for public consultation. The Mortimer and Burghfield libraries are likely to be merged into the Mortimer building and the 75 bus service removed. Cllr. Bridgman pointed out that despite what was being stated in the minutes, his report was not on the web site; the Acting Clerk undertook to rectify this.  |
| 15/213 | <b>To receive minutes from NDP steering Group dated 30<sup>th</sup> October 2015:</b> These minutes have yet to be approved by the Steering Group but were noted by the Parish Council.   |
| 15/214 | <b>To receive a progress report on NDP and resolve to:</b><br><b>Endorse the decision to carry forward the Parish Council's consultation on the draft NDP and</b><br><b>Consider and if appropriate adopt the policies listed under the heading of 'Implementation of the NDP'.</b><br>Contrary to advice previously received from West Berkshire Council, there had to be a six week pre-consultation on the NDP by the Parish Council prior to submission to West Berkshire Council. In order to speed up the process the Acting Clerk had authorised the commencement on 9 <sup>th</sup> November and this decision was endorsed unanimously. Over 1400 emails were sent to consultees. The first recommendation was modified to <i>'The Planning Committee apply the planning and design policies and criteria laid out in the NDP as a material consideration, as one of the factors to be considered, to all relevant planning applications that come before the Parish Council'</i> . This was proposed by Cllr. Kiley and seconded by Cllr. Carter; there were 7 for, 2 abstentions and 5 against and so the motion was carried. The second proposal was modified to <i>'The Parish Council should establish a Committee to review all the projects put forward in the NDP, prioritise and initiate actions to progress them.'</i> Cllr. Wingfield proposed, Cllr. Earl seconded and the motion was carried unanimously. The third proposal <i>'At the Annual Parish meeting there should be a report on how the NDP policies and projects have been adopted, how they have benefited Mortimer and how they have influenced</i> |

|        |   |           |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
|--------|---|-----------|--|--------|---|---|---------|---|--|---------|---|---|---------|---|---------------------------------------|---------|---|--|----------|---|---|---------|---|---|---------|---|--|-----------|----|----------------------------------|--------|----|---|--------|----|--|---------|----|---|--------|----|--|---------|
|        | <i>planning applications'</i> was proposed by Cllr Dennett, seconded by Cllr Wingfield and carried unanimously.   |           |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| # 1    | It was clear that after 90 minutes discussion that all items on the Agenda would not be complete within the requisite 2 hours. In accordance with the previously agreed policy the Chairman then moved that payments should be dealt with next. Items 15/215 to 15/224 save for 15/217 will therefore be deferred to the next meeting.  |           |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 15/225 | <p><b>Finance – To resolve to agree accounts for payment in November 2015:</b> In accordance with the Council's Financial Regulations the following items for payment were considered together. It was proposed by Cllr. Dennett , seconded by Cllr. Earl and unanimously agreed that the following payments should be made:</p> <table border="0"> <tr> <td>1</td> <td>Sita UK Ltd. (waste disposal on Fairground September) DD inc. VAT.</td> <td>£85.26</td> </tr> <tr> <td>2</td> <td>Rialtis Business Solutions (Accounts entry September) inc. VAT.</td> <td>£252.00</td> </tr> <tr> <td>3</td> <td>C&amp;D Facilities (Grass cutting Fairground and Cemetery) inc. VAT.</td> <td>£823.26</td> </tr> <tr> <td>4</td> <td>JR Secretarial services (NDP administrative support).</td> <td>£179.00</td> </tr> <tr> <td>5</td> <td>Mazars LLP (External audit) inc. VAT.</td> <td>£480.00</td> </tr> <tr> <td>6</td> <td>Thames Valley Police (PCSO July to September).</td> <td>£1967.61</td> </tr> <tr> <td>7</td> <td>West Berkshire Council (Office rent July to September).</td> <td>£750.00</td> </tr> <tr> <td>8</td> <td>C&amp;D Facilities (Grass cutting Alfred Palmer – 3 cuts) inc. VAT.</td> <td>£720.00</td> </tr> <tr> <td>9</td> <td>Bell Cornwell (NDP design brief) inc. VAT.</td> <td>£1,380.36</td> </tr> <tr> <td>10</td> <td>Dad's Shop (Custodian sundries).</td> <td>£12.30</td> </tr> <tr> <td>11</td> <td>Mortimer Royal British Legion (Remembrance Wreath).</td> <td>£30.00</td> </tr> <tr> <td>12</td> <td>Woods Farm Christmas Trees (Christmas Tree).</td> <td>£480.00</td> </tr> <tr> <td>13</td> <td>Stratfield Mortimer Community Centre (Hall hire for Carol Service).</td> <td>£25.00</td> </tr> <tr> <td>14</td> <td>Vision ICT (Remote backup of Parish Council computer Nov15 to Oct 16) inc VAT.</td> <td>£144.00</td> </tr> </table> | 1         | Sita UK Ltd. (waste disposal on Fairground September) DD inc. VAT. | £85.26 | 2 | Rialtis Business Solutions (Accounts entry September) inc. VAT. | £252.00 | 3 | C&D Facilities (Grass cutting Fairground and Cemetery) inc. VAT. | £823.26 | 4 | JR Secretarial services (NDP administrative support). | £179.00 | 5 | Mazars LLP (External audit) inc. VAT. | £480.00 | 6 | Thames Valley Police (PCSO July to September). | £1967.61 | 7 | West Berkshire Council (Office rent July to September). | £750.00 | 8 | C&D Facilities (Grass cutting Alfred Palmer – 3 cuts) inc. VAT. | £720.00 | 9 | Bell Cornwell (NDP design brief) inc. VAT. | £1,380.36 | 10 | Dad's Shop (Custodian sundries). | £12.30 | 11 | Mortimer Royal British Legion (Remembrance Wreath). | £30.00 | 12 | Woods Farm Christmas Trees (Christmas Tree). | £480.00 | 13 | Stratfield Mortimer Community Centre (Hall hire for Carol Service). | £25.00 | 14 | Vision ICT (Remote backup of Parish Council computer Nov15 to Oct 16) inc VAT. | £144.00 |
| 1      | Sita UK Ltd. (waste disposal on Fairground September) DD inc. VAT.  | £85.26    |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 2      | Rialtis Business Solutions (Accounts entry September) inc. VAT.   | £252.00   |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
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| 4      | JR Secretarial services (NDP administrative support).   | £179.00   |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
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| 6      | Thames Valley Police (PCSO July to September).  | £1967.61  |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 7      | West Berkshire Council (Office rent July to September).   | £750.00   |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 8      | C&D Facilities (Grass cutting Alfred Palmer – 3 cuts) inc. VAT.   | £720.00   |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 9      | Bell Cornwell (NDP design brief) inc. VAT.  | £1,380.36 |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 10     | Dad's Shop (Custodian sundries).  | £12.30    |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 11     | Mortimer Royal British Legion (Remembrance Wreath).   | £30.00    |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 12     | Woods Farm Christmas Trees (Christmas Tree).  | £480.00   |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 13     | Stratfield Mortimer Community Centre (Hall hire for Carol Service).   | £25.00    |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
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| # 2    | The meeting closed and went into confidential session at 9.04.  |           |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| #3     | The meeting re-opened at 10.02.   |           |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 15/217 | After some discussion it was proposed by Cllr. Dennett and seconded by Cllr. Kiley that the redevelopment of Windmill House in Victoria Road should be called 'Fisher Court'. This was passed with 11 in favour and 3 abstentions.  |           |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 15/226 | <b>To receive correspondence:</b> There was an application to use the tennis courts during the Fun Day for a display and agility trial competition for mobility scooters. On reflection it was felt that it could be detrimental to the very expensive surface and this should be refused.  |           |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 15/227 | <b>To receive minor matters:</b> None   |           |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |
| 15/228 | <b>To receive any future Agenda items:</b> The possibility of turning down the intensity level of the new LED lighting should be considered in the future.  |           |  |        |   |   |         |   |  |         |   |   |         |   |                                       |         |   |  |          |   |   |         |   |   |         |   |  |           |    |                                  |        |    |   |        |    |  |         |    |   |        |    |  |         |

The next meeting is on 10<sup>th</sup> December 2015

The meeting closed at 10.12 pm