



## Stratfield Mortimer Parish Council

### Draft Minutes of the Parish Council Meeting

held on 11<sup>th</sup> June 2015 @ 7.30 pm

at Mortimer Methodist Hall, West End Road, Mortimer.

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

Six members of the public and press.

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

The meeting commenced at 7.50 pm

- 15/103 **To receive any apologies for absence:** Cllrs. Colaco and Lock.
- 15/104 **To receive any declarations of interest and dispensations:** Cllrs. Philips and Wingfield declared an interest in 15/110. Regarding 15/108 Cllr. Lewis stated that he supported Mortimer Football Club.
- 15/105 **To resolve to approve Minutes of the Parish Council Meeting of 21<sup>st</sup> May 2015:** The following corrections were agreed:  
 'be Acting Clerk' to 'take the minutes'. Note that Cllr. Dennett is the Acting Clerk. 15/83 'personal' to 'health'.  
 15/88 d) '2015' to '2016'.  
 15/91 'Clerk's' to 'Acting Clerk's'.  
 Insert ')' on second line of second bullet point.  
 15/96 add at the end 'and this was passed unanimously'.  
 15/100 a) '30<sup>th</sup>' to '90<sup>th</sup>'.
- 15/106 **To appoint Cllr. Colaco to standing committees:** It was proposed by Cllr. Dennett and seconded by Cllr. Kiley that Cllr. Colaco be appointed to the Communications, Roads and Footpaths and Planning Committees; this was carried unanimously.
- 15/107 **To receive Acting Clerk's update (for information only):**
1. Regarding Mrs. Audsley's resignation, West Berkshire Council had advised that a casual vacancy had occurred. The notice of vacancy had been published. West Berkshire Council have subsequently advised that 10 people had called for a by-election which now has to be held within 60 days of the notice.
  2. Owing to large amounts of rubbish, the bin on the Fairground will now be emptied weekly rather fortnightly.
  3. Rialtas has now produced the year end accounts.
  4. The quarry work by Hansen to the south side of Welshman's Road will now proceed. There are 14 pages of conditions. The stone will go over Welshman's Road and be processed on the north side. It was thought that the original restrictions would also apply when taking the stone off site.
  5. Regarding 15/090 of the last minutes AON UK Ltd. have confirmed that all insurance cover is in place.
  6. The Charity Commission has advised that it is taking over the management of what is known as Garth Hall and had sent a Draft Scheme. Concern was raised as to whether the beneficiaries of the Draft Scheme were now wider than originally intended. Cllrs. Dennett, Philips and Lewis were to investigate further.
  7. Regarding the Annual Parish Meeting on 16<sup>th</sup> June 2015, the Police are no longer attending.
- 15/108 **To consider an update from the Trustees of the Alfred Palmer Memorial Field:** During public

questions at the start of the meeting the Trustees had given a submission. It was proposed by Cllr. Wingfield and seconded by Cllr. Kiley that the Council should pay this year for four grass cuts to the field, excluding the football surface. This would be at an approximate cost of £880. This was carried unanimously

- 15/109 **To consider a one-off exception to the Advertising and Fly Posting Policy to aid recruitment of fire fighters in Mortimer:** There would be an 8 foot by 4 foot banner on the Fairground fence for one month. It was noted that having additional firefighters would be a benefit for the village. It was proposed by Cllr. Earl and seconded by Cllr. Richardson that this be permitted and it was carried unanimously.
- 15/110 **To consider possible changes to Street Lighting in Strawberry Fields:** It was thought that any changes would also apply to Groves Lea. From the NDP survey there was evidence that people wanted less rather than more street lighting in the village. The trend is now for lower powered lights which are turned off between from around midnight until 05.30. Cllrs. Dennett, Wingfield and Lewis are to discuss this with Alan Brasher at West Berkshire Council
- 15/111 **To receive a précis of the Play Space ROSPA Annual Safety Inspection report for 2015:** In summary all concerns save one were deemed to be low risk. There was one item of medium risk (Multi-Use Games Area) associated with loose bolts and a need for some repainting. It was thought that this could be rectified by the Custodian.
- 15/112 **To receive Minutes from the Mortimer Neighbourhood Development Plan (NDP) Steering Group 15<sup>th</sup> May 2015 and 29<sup>th</sup> May 2015:** These had been circulated beforehand and were on the web site.
- 15/113 **To receive an update on the Mortimer Neighbourhood Development Plan:** The questionnaire stage and the response was considered excellent. Results are on the web site.
- 15/114 **To receive Planning Committee Minutes of 28<sup>th</sup> May 2015:** 10 proposals were considered and details are on the web site.
- 15/115 **To receive planning decisions and information from West Berkshire Council:**  
15/00515/HOUSE/ 64 St Johns Road - Approved  
15/00639/HOUSE 67 Victoria Road – Approved  
15/00726/HOUSE 20 The Avenue – Approved
- 15/116 **To consider recommendations from the Fairground Trees and Amenities Committee of 9<sup>th</sup> June 2015:** These minutes had been circulated previously, are on the web site and were accepted.
- 15/117 **To consider the maximum duration of Parish Council meetings:** The Standing Orders are to be reviewed in the future and any amendments will be incorporated therein. In the short term there were the following proposals:
1. The Agendas should be worded so that they are resolution.
  2. There should be a limit of three minutes per person for public questions at the start of the meeting.
  3. The Part 1 of the meeting should not exceed 2 hours and this should be reviewed with 30 minutes before the scheduled end.
  4. All meetings must finish by 10.00 pm.
  5. Committee minutes should be circulated well in advance of the main meetings.
- This was proposed by Cllr. Earl and seconded by Cllr. Dennett. Save for one abstention the motion was carried unanimously.
- 15/118 **To consider engaging with the community using modern methods of communication:** There was a general discussion and the matter was referred to the Communications Committee.

- 15/119 **To consider a procedure for dealing with correspondence:** Again this was referred to the Communications Committee.
- 15/120 **To consider the continuation of arrangements for additional administrative support as an agenda item – see 15/91 of previous minutes:** It was proposed by Cllr: Richardson and seconded by Cllr. Earl that the arrangement should continue and the vote was unanimous. So far the cost was £240.
- 15/121 **To agree an extraordinary Parish Council meeting on 25<sup>th</sup> June 2015:** This meeting will be called in order to agree accounts before 30<sup>th</sup> June 2015.
- 15/122 **To receive District Councillor Reports:** Cllr Bridgman gave a verbal report which will be circulated.

15/123 **Finance – To resolve to agree accounts for payment in June:** 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.

i.	Sita UK Ltd (waste disposal Fairground) D/D £85.26 inc. VAT
ii.	Bell Cornwell (Planning Advice NDP) £540.00 inc. VAT
iii.	JR Secretarial Services (NDP Administrative Support May2015) £667.00
iv.	Clerk's reimbursable expenses £35.85
v.	Thames Water (Fairground Water Services Feb to May) D/D £15.77
vi.	The Benyon Trust (Cemetery Extension Rent June to Sept) £62.50
vii.	Co-Operative Bank Visa Card (Card Fee) D/D £2.00
viii.	C & D Facilities (Grass Cutting) £823.26 inc. VAT
ix.	Rialtis Business Solutions (Year End Update) £240 inc. VAT
x.	Bell Cornwell (NDP Planning advice) - £240 inc. VAT
xi.	N. Carter (NDP phone top up) £5.00.

- 15/124 **To receive minor correspondence:** None.
- 15/125 **To receive minor matters:**
1. Cllr. Butcher volunteered to attend the Burghfield and Mortimer Action Group at 5.00 pm on 16<sup>th</sup> June 2015.
  2. The Acting Clerk is to ask to C & D Facilities to not commence work before 8.00 am.
- 15/126 **To receive any future Agenda items:**  
To formulate a response to the Charity Commission re Garth Hall.

The next meeting is on 25<sup>th</sup> June 2015.

The meeting closed at 9.37.