



Stratfield Mortimer Parish Council

Minutes of the Full Council Meeting

held on 14th July 2016 @ 7.30 pm

at Mortimer Methodist Church, West End Road, Mortimer

Present:

Councillors: Cllr. M. Dennett (Chairman), Cllr. J. Earl (Vice Chairman), Cllr. J. Bull, Cllr. A. Butcher, Cllr. P. Challis, Cllr. D. Ives, Cllr. L Jones, Cllr. C. Lewis, Cllr. M. Lock, Cllr. N. Kiley, Cllr. A Richardson and Cllr P. Wingfield.

Clerk: Haydn Selwyn-Jones – Parish Clerk

Public/Press: There were 2 member of the public and no members of the press present.

16/415	Public Questions None	
16/416	To receive any apologies for absence Apologies were received from Cllr. P. Blagden, Cllr. N. Carter.	
16/417	To receive any declarations of interest and dispensations None	
16/418	To consider the applications for co-option to fill the Casual Vacancy on the Parish Council and vote to appoint a co-opted Parish Councillor A closed ballot was requested by Cllr. M. Dennett and Cllr. J. Earl. Mr. K. Johnson, Mr. M. Johnson and Mr. D. Kilshaw then spoke for 3 minutes and answered questions regarding their applications to be considered for the casual vacancy on the Parish Council. Ballot slips were then issued and the first round result was 9 votes for Mr. M. Johnson, 3 votes for Mr. D. Kilshaw and 0 votes Mr. K. Johnson. In view of the clear majority, Mr. M. Johnson was then declared co-opted member of Stratfield Mortimer Parish Council to fill the casual vacancy on the Council.	
16/419	To resolve to approve the Minutes of the Parish Council Meeting of 9th June 2016 Cllr. C. Lewis raised concerns over item 16/403, believing that it had been stated that TORs for F&GP could not be agreed until the Financial Regulations had been reviewed and approved. No other Councillor recollected this and there were no notes regarding this in the Clerk's notes of the meeting and it was RESOLVED to approve the minutes 11 votes for and 1 vote abstaining.	
16/420	To receive minutes of the Finance and General Purposes Committee meeting of 6th June 2016 It was RESOLVED to receive and approve the minutes	
16/421	To receive minutes of the Planning Committee meeting of 9th June and 23rd June 2016 It was RESOLVED to receive and approve the minutes	

16/422	<p>To receive planning decisions and information from West Berkshire Council</p> <table border="1"> <thead> <tr> <th><u>Application</u></th> <th><u>Address</u></th> <th><u>Decision</u></th> <th><u>Date</u></th> </tr> </thead> <tbody> <tr> <td>16/00893/HOUSE</td> <td>18, St Mary's Road Mortimer Common. RG7 3UE</td> <td>Approved</td> <td>07/06/16</td> </tr> <tr> <td>16/00708/HOUSE</td> <td>64, Windmill Road Mortimer Common. RG7 3RL</td> <td>Approved</td> <td>17/06/16</td> </tr> <tr> <td>16/01025/HOUSE</td> <td>Larkstoke, Mortimer Lane Mortimer. RG7 3PP</td> <td>Approved</td> <td>20/06/16</td> </tr> <tr> <td>16/00962/HOUSE</td> <td>Wern Cottage, Mortimer Lane Mortimer. RG7 3PP</td> <td>Approved</td> <td>21/06/16</td> </tr> <tr> <td>16/00973/HOUSE</td> <td>71 Victoria Road Mortimer Common. RG7 3SL</td> <td>Approved</td> <td>22/06/16</td> </tr> <tr> <td>16/01107/CERTP</td> <td>Two Oaks, Summerlug Mortimer Common. RG7 2JS</td> <td>Refused</td> <td>21/06/16</td> </tr> <tr> <td>16/00881/FULD</td> <td>St Margarets, Ravenswood Rd Mortimer West End. RG7 3UD</td> <td>Approved</td> <td>17/06/16</td> </tr> <tr> <td>16/00691/FULD</td> <td>22 St Johns Road, Mortimer Common. RG7 3TR</td> <td>Approved</td> <td>06/07/16</td> </tr> <tr> <td>16/01283/HOUSE</td> <td>7 Bilberry Gardens, Mortimer. RG7 3WU</td> <td>Approved</td> <td>05/07/16</td> </tr> </tbody> </table> <p>Received and noted</p>	<u>Application</u>	<u>Address</u>	<u>Decision</u>	<u>Date</u>	16/00893/HOUSE	18, St Mary's Road Mortimer Common. RG7 3UE	Approved	07/06/16	16/00708/HOUSE	64, Windmill Road Mortimer Common. RG7 3RL	Approved	17/06/16	16/01025/HOUSE	Larkstoke, Mortimer Lane Mortimer. RG7 3PP	Approved	20/06/16	16/00962/HOUSE	Wern Cottage, Mortimer Lane Mortimer. RG7 3PP	Approved	21/06/16	16/00973/HOUSE	71 Victoria Road Mortimer Common. RG7 3SL	Approved	22/06/16	16/01107/CERTP	Two Oaks, Summerlug Mortimer Common. RG7 2JS	Refused	21/06/16	16/00881/FULD	St Margarets, Ravenswood Rd Mortimer West End. RG7 3UD	Approved	17/06/16	16/00691/FULD	22 St Johns Road, Mortimer Common. RG7 3TR	Approved	06/07/16	16/01283/HOUSE	7 Bilberry Gardens, Mortimer. RG7 3WU	Approved	05/07/16	
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16/423	<p>To receive minutes of the NDP Implementation Committee meeting of 5th July 2016</p> <p>It was RESOLVED to receive and approve the minutes</p>																																									
16/424	<p>To receive District Councillors' Report</p> <p>Both Cllr. M Lock and Cllr. G Bridgman had submitted written reports which were received.</p> <p>Cllr. M. Lock was then questioned about the School Crossing proposal made by West Berkshire Council.</p> <p>Concern was expressed about the apparent confusion on the style of crossing, lighting and costs being proposed and Cllr M. Lock and Cllr T. Butcher were requested to investigate further and report back at the next Council meeting.</p> <p>The Clerk was requested to reply to the letter from WBC on behalf of the Council expressing the Council's support, in principle, for the safety efforts being made.</p>	<p>ML/TB</p> <p>Clerk</p>																																								
16/425	<p>To receive Locum Clerk's Update (for information only)</p> <p>1 Returned to Office working to:</p> <ol style="list-style-type: none"> i. Manage and replied to incoming emails & post ii. Prepare all necessary papers for meetings iii. Liaised with Chairman and other Councillors on any issues iv. Completed draft accounts for Year End v. Organised the Internal Auditor to complete her section of the Annual Return vi. Delivered Annual Audit Papers vii. Submitted SMPC Planning responses to WBC viii. Organised approved grass cutting for the Fairground and 																																									

	<p>Grazing Area for the Fun Day</p> <p>ix. Organised repair of knocked down railings in Fairground Car Park</p> <p>x. Investigated dead trees and overhanging dead branches in Woodside Close claimed to be SMPC responsibility and communicated with WBC that not SMPC responsibility <i>Cllr. C. Lewis requested further detail and the Clerk advised that the trees involved were not within the curtilage of Windmill Common that the Council were responsible for.</i></p> <p>xi. Investigated dead trees on Fairground and organised quotes for removal <i>Cllr. P. Challis raised the concerns of a resident regarding overhanging dead branches and the Clerk advised that these were covered by the work being proposed.</i></p> <p>xii. Began organising quotes for new fencing along Hammonds Heath boundary of Fairground and between the Fairground Conservation Area and Grazing Area</p> <p>xiii. Arranged for roadside grass verges around Fairground to be cut</p> <p>xiv. Worked on resolving NDP Mapping complaint <i>Cllr. A. Richardson requested information on this and the Clerk advised that it was to do with a resident's concern regarding the distorted scaling of his driveway on the OS maps used in the Council's NDP proposals, which was being dealt with.</i></p> <p>The report was received.</p>	
16/426	<p>To receive an update report on the Mortimer Library Working Group</p> <p>Cllr. C. Lewis advised that 58 active responses had been received in response to the Council's "Help us save the Library – Have Your Say" leaflet, which were being collated for Red Quadrant, consultation visit to Mortimer Library on 19/7/16.</p> <p>Cllr. L. Jones had produced the flyer and SMPC's and MVP's Facebook pages had produced a good response.</p> <p>Cllr. M. Lock was liaising with WBC with regard to the Red Quadrant Consultation and advised that a petition was being got up saying that this should be a WBC Full Council decision and not just a WBC Executive decision.</p> <p>Cllr. M. Lock was requested to find out the Mortimer Library asset value.</p> <p>The Clerk was requested to investigation the option of declaring Mortimer Library a Community Asset.</p>	ML Clerk
16/427	<p>PCSO Contract</p> <p>The Clerk advised no decision had yet been advised by TVP on the new contract, but indications were that the part-funded PCSO workflow was likely to be modified.</p>	
16/428	<p>Garth Hall</p> <p>Cllr M. Dennett advised that a meeting still needed to be set up and that this was being actioned.</p>	
16/429	<p>To receive an update on the Mortimer Fun Day</p> <p>Cllr. J. Earl reported that there were approximately 3,000+ on the site on the Saturday at any one time, visiting a multiple range of stalls which were well received.</p>	

	<p>The Saturday evening MML Tribute Band concert was a sell out and Sunday's concert by the South Berks Concert band was very well attended.</p> <p>Cllr P. Wingfield requested an update on the SMPC Stall at the fund day and was advised that there was very little response to the NDP, as most believed that it had been completed and finished.</p> <p>71 forms had been filled in and Roads & Hedges were top of the list followed by the Library.</p>																																			
16/430	<p>To receive an update report on District Conference on Devolution of Duties and agree any further action to progress discussed opportunities for Parish and Town Councils to potentially do more.</p> <p>The Clerk reported that there had still been no response from WBC.</p>																																			
16/431	<p>Finance - To resolve to agree accounts for payment:</p> <p>Cllr. M. Dennett declared a financial interest and would not take part in any discussion or vote.</p> <table> <tr> <td>1 Suez Recycling & Recovery UK Ltd – Waste disposal Fairground June 2016 D.D. inc VAT</td> <td>£97.66</td> </tr> <tr> <td>2 BT Telephone Services 1st April – 31st Aug 2016 D.D. inc VAT</td> <td>£283.42</td> </tr> <tr> <td>3 SSE – Fairground March – June '16 Electricity charges Plot 1 D.D. inc VAT</td> <td>£15.45</td> </tr> <tr> <td>4 SSE – Fairground March – June '16 Electricity charges Plot 2 D.D. inc VAT</td> <td>£15.45</td> </tr> <tr> <td>5 Dad's Shop – Custodian Sundries June 2016</td> <td>£88.59</td> </tr> <tr> <td>6 C&D Facilities – April 2016 Fairground, Cemetery & APMT grass cutting and February 2016 Newt Corridor. Inc VAT</td> <td>£1,223.94</td> </tr> <tr> <td>7 C&D Facilities – Fairground un-collected area 1st cut inc VAT</td> <td>£318.26</td> </tr> <tr> <td>8 C&D Facilities - June 2016 Fairground, Cemetery & APMT grass cutting inc VAT</td> <td>£1,063.26</td> </tr> <tr> <td>9 C&D Facilities – Carry out 2nd cut of Fairground uncollected area inc. VAT</td> <td>£318.26</td> </tr> <tr> <td style="text-align: right;">C&D Facilities - Cheque Total:</td> <td><u>£2,923.72</u></td> </tr> <tr> <td>10 Vision ICT – Website hosting and support Sept 2016 – August 2017 inc VAT</td> <td>£258.00</td> </tr> <tr> <td>11 Burghfield Parish Council – Hall Hire charge for NAGS meeting 5th July 2016</td> <td>£30.00</td> </tr> <tr> <td>12 Oakdale Services – Library Flyer</td> <td>£104.25</td> </tr> <tr> <td>13 South Berks Concert Band – Queens 90th</td> <td>210.00</td> </tr> <tr> <td>14 Dinrino Theatre Services – Power & Audio items for Queens 90th Invoice1480 @ £383.86 inc VAT + Invoice 1483 @ £43.04 inc VAT</td> <td>£426.90</td> </tr> <tr> <td>15 Cllr J. Bull – Payment to Grundon Waste Management for skip hire – Queens 90th inc VAT</td> <td>£294.00</td> </tr> <tr> <td>16 Earley Security Services Southern Ltd – overnight</td> <td>£105.60</td> </tr> </table>	1 Suez Recycling & Recovery UK Ltd – Waste disposal Fairground June 2016 D.D. inc VAT	£97.66	2 BT Telephone Services 1 st April – 31 st Aug 2016 D.D. inc VAT	£283.42	3 SSE – Fairground March – June '16 Electricity charges Plot 1 D.D. inc VAT	£15.45	4 SSE – Fairground March – June '16 Electricity charges Plot 2 D.D. inc VAT	£15.45	5 Dad's Shop – Custodian Sundries June 2016	£88.59	6 C&D Facilities – April 2016 Fairground, Cemetery & APMT grass cutting and February 2016 Newt Corridor. Inc VAT	£1,223.94	7 C&D Facilities – Fairground un-collected area 1 st cut inc VAT	£318.26	8 C&D Facilities - June 2016 Fairground, Cemetery & APMT grass cutting inc VAT	£1,063.26	9 C&D Facilities – Carry out 2 nd cut of Fairground uncollected area inc. VAT	£318.26	C&D Facilities - Cheque Total:	<u>£2,923.72</u>	10 Vision ICT – Website hosting and support Sept 2016 – August 2017 inc VAT	£258.00	11 Burghfield Parish Council – Hall Hire charge for NAGS meeting 5 th July 2016	£30.00	12 Oakdale Services – Library Flyer	£104.25	13 South Berks Concert Band – Queens 90 th	210.00	14 Dinrino Theatre Services – Power & Audio items for Queens 90 th Invoice1480 @ £383.86 inc VAT + Invoice 1483 @ £43.04 inc VAT	£426.90	15 Cllr J. Bull – Payment to Grundon Waste Management for skip hire – Queens 90 th inc VAT	£294.00	16 Earley Security Services Southern Ltd – overnight	£105.60	
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	<p>security for Queens 90th inc VAT</p> <p>17 Shinfield Shambles – Donation for Morris dancers for Queens 90th £100.00</p> <p>18 The Willink School – Donation for State51/Izziiee bands for Queens 90th £100.00</p> <p>19 Nicolette Street and the Revs – Nicolette for Queens 90th £200.00</p> <p>20 Signwise (UK) Ltd – Banner and Correx signs for Queen 90th inc VAT £120.00</p> <p>21 Signwise (UK) Ltd – Banner for Fun Day SMPC stand inc VAT £24.00</p> <p style="text-align: right;">Signwise (UK) Ltd – Total Cheque: £144.00</p> <p>22 H. Selwyn-Jones Clerk's expenses – £25.13 Postal expenses – Special Delivery for Annual Audit Report @ £6.45 + Postal expenses 12 x 1st Class stamps @ £7.68 + Amazon Desktop Copyholder Sundry inc Vat @ £11.00.</p> <p>23 M. Dennett expenses – Heavy Duty sacks for the Custodian @ £11.32 inc VAT + Phone top up £20.00 £31.32</p> <p>24 Panama Home Improvements (Richard Coles) – B&Q Sundries for Queens 90th inc. VAT £67.78</p> <p>25 Claire Connell – Completion of 2015-2016 Internal Audit £240.00</p> <p>26 Thames Valley Police – Part Funded PCSO Contract April – June 2016 £1,987.25</p> <p>The motion to agree the finances was proposed by Cllr. J. Earl, seconded by Cllr. N. Kiley and AGREED 10 votes for and 2 abstentions</p>	
16/432	To receive Correspondence (for information only):	
	<p>i. Email from Gina Blackie regarding the issues surrounding the accident at the junction of Kiln Lane and the Street on 29th June 2016 and her request that the Parish Council take action regarding the speeding issues, the traffic volume issues and the inadequate paving for children to walk safely to school in the area.</p> <p><i>Discussion resulted in it being realised that there needed to be an initial survey of the footpaths concerned so that considered proposals could be put forward to try and resolve the issues involved. The Clerk was requested to write to Mrs Gina Blackie outlining SMPC's concerns and proposals, inviting her to join the survey walk.</i></p>	Clerk
16/433	<p>To consider and decide on action to take regarding WBC Members Bids for 2016/2017</p> <p>Cllr. M. Lock proposed that SMPC should consider applying for play equipment for the Alfred Palmer Playing Field using S106 funding to fund the shared funding portion. The Clerk was requested to check the availability and legality of the use of S106 funding for such a proposal.</p> <p>Subject to S106 funding being available, this to be brought to next Full Council and a workgroup to be set up comprising Cllr. M. Lock, Cllr L.</p>	

	Jones and Cllr. M. Johnson to consider this.	
16/434	<p>To update on action being taken regarding issues around the Four Houses Corner site</p> <p>The Clerk advised that TVP are closely monitoring the area.</p> <p>Cllr. M. Lock advised that WBC are proposing to re-furbish the site with a clearance and rebuild programme.</p>	
16/435	<p>To receive Minor Matters (for information only):</p> <p>Cllr. M. Lock advised that vegetation growth in Hollybush Lane was causing issues for the Home to School Transport route.</p> <p>Cllr. P. Challis requested that the siting of the Fair on the Grazing Area be moved further across the Grazing Area to reduce the noise impact on the residents alongside the Fairground.</p> <p>Cllr. P. Challis raised the state of the grass cutting and flowers on graves in the Parish Cemetery.</p> <p>Cllr. N. Kiley asked whether it was possible for the Council to be able to control the amplification levels of the Fair. Clerk to investigate.</p> <p>Cllr. J. Earl suggested the possible use of sound metres to monitor the noise levels.</p> <p>Cllr. D. Ives advised that the Police Office was now closed and alternative bus managed by volunteers had also closed due to lack of volunteers.</p> <p>Cllr. A. Richardson raised the anti-social behaviour carried out behind the tree/shrub line against the fence on the western boundary of the Fairground.</p> <p>Cllr. L. Jones raised the report of the accident with the entry gate into the children's playarea – The Clerk advised that action had already been taken to lock off the gate and repairs were being sought.</p> <p>Cllr. C. Lewis requested a Cemetery Committee meeting.</p> <p>Cllr. J. Earl raised:</p> <ol style="list-style-type: none"> i. Whether there were enough dog litter bins on the Fairground ii. That there was dog mess on the cricket pitch iii. What was the latest regarding defibrillator and was advised that MVP were dealing with it. iv. That MVP were proposing that they would fund a permanent power cable being laid from the Community Hall to the Grazing Area. Cllr. N. Kiley is managing this. v. When WBC proposed to carry out the promised repair to the footpaths crossing the Conservation Area. Cllr. M. Lock agreed to chase this up. 	<p>Clerk</p> <p>ML</p>
16/436	<p>To receive any future Agenda items</p> <ol style="list-style-type: none"> i. The proposed school crossing. ii. Members bids. 	

The next meeting is on 11th August 2016.

The meeting closed at 9:25 pm.