



Stratfield Mortimer Parish Council

Unadopted Minutes of the
Parish Council Meeting
Held on 9 April 2015 @7:30pm
At Mortimer Methodist Church Hall, West End Road, Mortimer

Present:

Councillors: M Dennett (Chairman), T Audsley, P Blagden, J Bull, A Butcher, A. Colaço, P Challis, J Earl, D Ives, N Kiley, M Lock, A Richardson and P Wingfield

Clerk: In the Clerks absence the Council unanimously agreed that the Minutes would be taken by Cllr Audsley

Public & Press: None.

15/61 To Receive any Apologies for Absence: A Philips, The Clerk

15/62 To receive any Declarations of Interest and Dispensations and to consider any applications for the Grant of a Dispensation from Members and whether the Full Council grants its self a Dispensation in accordance with the Localism Act 2011:

Declaration of Interest: None

Dispensations: None

15/63 To resolve to approve Minutes of the Parish Council Meeting of 12.03.2015:

15/49 In the third sentence starting Cllr Lock.... NDP was amended to NDP Steering Group. In the fourth sentence starting "Cllr N Kiley..." 'NDP committee' was changed to 'members of the NDP steering group'.

15/50 The third sentence was replaced with 'Cllr N Kiley stated that because of deadlines ratification may delay delivery'. The fourth sentence was replaced by 'A review of the NDP terms of reference by the Chairman showed it is within the NDP's remit to produce a questionnaire'.

15/57 In the penultimate sentence the 'on' was amended to 'in a'.

After these amendments were agreed the Parish Council Meeting Minutes of the 12 March 2015 were approved as a true record and signed by the Chairman.

15/64 To receive Clerk's update (for information only): In the Clerks absence Cllr M Dennett reported to the meeting:

- The housing needs survey (15/51) is a standard questionnaire produced by the Community Council of Berkshire. A covering letter from the Chairman, to be distributed with the questionnaire, has been sent to CCB who are printing the questionnaire.
- New Parish council noticeboard to be located outside the Post Office has been ordered.
- The tree work on The Fairground, Windmill Common and The Cemetery (15/10) was completed by 31 March 2015.
- The Parish Council will continue to function as is until 11 May 2015, after that point until the

Annual Parish Council Meeting (21 May 2015) the Council will consist of the Clerk and the outgoing Parish Council Chairman and Vice-Chairman (if re-elected).

15/65 To adopt a revised version of the SMPC risk management policy and risk assessment. The Clerk and the Chairman had reviewed this which is required for the internal audit and it was presented to the meeting for approval. The Chairman confirmed that paragraph 1A-b 'SMPC has public liability insurance cover of £10,000,000' was correct but hirers of the Fairground Paragraph 2C-d are only required to produce proof of £5,000,000 public liability insurance cover. An amendment was made to paragraph 2A-a which now reads 'Security of Parish Council land and storage contained therein (The Fairground) are secured to prevent vehicular access.'

Cllr P Wingfield then proposed that policy be accepted with amendments, however with an undertaking for this to be reviewed by newly elected Parish Council within 3 months with particular attention to separating risk mitigation and risk identification. This was seconded by Cllr N. Kiley and carried unanimously.

15/66 To receive Planning Committee Minutes of 12 March 2015. The minutes of this meeting was received, endorsed and adopted.

15/67 To receive planning decisions and information from West Berkshire Council (WBC)

14/003412FUL	Mortimer Surgery. Granted
15/00060/CERTTP	20 The Avenue. Refused

15/68 To receive Minutes from the Mortimer Neighbourhood Development Plan (NDP) Steering group of 6 March 2015 and 20 March 2015. The minutes of these meetings were received, endorsed and adopted.

15/69 To receive and endorse reports from the Mortimer NDP Steering Group:

- a) Catch up report
- b) Fundamental Principles
- c) Residential Site options
- d) Timetable

Cllr P Wingfield explained in some detail the above four reports. Cllr M Dennett proposed all resolutions in the four reports be accepted and endorsed by the Council, Cllr J Earl seconded and the meeting agreed this unanimously.

15/70 To receive feedback on the NDP questionnaire. After some clarification this was endorsed by the Council. Cllr J Earl proposed a vote of thanks from the Council to the NDP steering committee for all their hard work. Cllr A Richardson seconded. Members of the NDP steering group abstained from this vote and it was carried by nine votes in favour with four abstentions.

15/71 To approve expenditure on printing the NDP questionnaire should grant application for this be unsuccessful or insufficient. Cllr M Dennett explained that quotes had been obtained and the cost would be approximately £2,800. It was unanimously agreed by the Council that there were funds in the NDP budget to cover this cost which the meeting agreed the Chairman to action if required.

The Chairman proposed that the meeting be adjourned to hold the Part II confidential meeting. The Council agreed this and this meeting was adjourned at 21:00.

The meeting was reconvened at 22:40 with no change to attendees as stated above.

15/72 To receive update from the Fairground Trees and Amenities Committee Meeting of 2 March 2015.
The minutes were agreed.

15/73 To receive update from PCSO meeting on 15 April 2015. New PCSO Jordan Bruce had been appointed to the part funded PCSO post with effect from 1 March 2015.

15/74 To receive an update on the review of the SMPC Advertising Policy: Cllr J Earl gave an update including a compliant that had been received. Cllr M Dennett had spoken to WBC regarding their position. Cllr J Earl to incorporate this into the Advertising policy and re-issue for review by the Council. It was unanimously agreed to dissolve the Advertising group.

15/75 To agree arrangements for the Annual Parish Meeting on 15 April 2015. Cllr M Dennett reported that agenda has been issued. Cllr M Dennett to organise refreshments and rota.

15/76 To receive District Councillors' Reports: Cllr Lock gave an update on the decision by Network Rail regarding the Ufton Nerve level crossing . A bridge looks likely but there is a meeting at Sulhamstead Village Hall 21 April 2015 between 15:00 and 20:00. The Padworth Bridge and the Waste site are both now open. Additional information in Cllr G Mayes report gave an update that WBC had successfully defended the planning decision on Mann's Hill, Burghfield in March and the next Inspector lead hearing will be for the Firland's development in Burghfield during June 2015.

15/77 Finance – To resolve to agree accounts for payment:

Cllr M. Dennett declared in interest in ii but remained in the room. In accordance with the Council's Financial Regulations the following items for payment were considered together. Councillors asked for clarification on a number of items and once these were answered Cllr Dennett proposed from the Chair that these be paid which was unanimously agreed.

- i. Sita UK Ltd (waste disposal Fairground) D/D £46.02
- ii. M D Dennett (Credit card payment for Survey Monkey) £299.00 inc VAT
- iii. First Burghfield Scout Group (donation for help with NDP exhibition) £50.00
- iv. Andrew Hazelden (Yarnton Pottery, Community Award Plate) £240.00
- v. Berkshire County Training (One place on Good Employer Course) £48.00 inc VAT
- vi. Burghfield Parish Council Hall Hire for BNAG meeting 14/04/15 £30.00
- vii. West Berkshire Council Agreed Contribution to cost of Improving Broadband (year 3) 2014/5 £6542.00
- viii. British Telecom Quarterly Telephone Bill £237.27 inc VAT (DD)
- ix. West Berkshire Council Willink LC Annual Contribution £10035.60 (fy15/16)
- x. BALC Subscription 2015-16 £977.24 inc VAT (fy15/16)
- xi. JR Secretarial Services (NDP) £295.00
- xii. C & D Facilities Tree works Fairground, Windmill Common, Cemetery £7,701.98 inc VAT
- xiii. Thames Valley Police PCSO funding Q4 2014/5 (01/03/15 to 31/03/15) £671.02
- xiv. JE Kirk (Reimbursable expenses) £26.20
- xv. The Benyon Trust Quarterly Rent Cemetery Extension 25/03/2015 to 23/06/2015 £62.50

15/78 To receive Correspondence (for information only):

- Letter from Pam Morden thanking the Council for their thoughts and tributes.
- Letter from BT advising that some red phones boxes can be adopted. Cllr M Dennett to investigate further.
- Letter from Mr R Coles complaining about signs being put up in the village and not complying with current Advertising policy.

15/79 To receive Minor Matters (for information only)

- Cllr T Audsley attended course 'How to be a good employer' Cllr T Audsley to distribute notes.
- Cllr P Challis stated that with reference to the Cemetery whilst the mowing looks good he was concerned that some burials are not conforming to the usage agreement. Cemetery Committee to follow up.
- Cllr P Wingfield reminded meeting that all committee meeting agendas should go out to all councillors. (15/23)
- Cllr T Butcher can not attend next liaison meeting with Willink Leisure Centre. Cllr D Ives to attend in his place.

15/60 To receive future Agenda items:

- To agree maximum duration of Parish Council meetings.

Date of next meeting: Thursday 21 May 2015

The Meeting closed at 23:21.