



Stratfield Mortimer Parish Council

Unadopted Minutes of Meeting held on 10 July 2003 at 7.30 p.m.

Present: Councillors: G Puddephatt (Chairman), L Picking, Mrs A Philips, P Challis, C Lewis, A Thorpe, K Davies, T Barber, T Jones, A Smith, B Taylor, P Blagden, Mrs R Weiss, Mrs J Kirk (Clerk) and 1 Member of the Public

Apologies: Councillors: J Morden, K Lock (District)

Declaration of Interest: Councillor A Philips declared an interest in item 03/134(v) and Councillor Puddephatt declared an interest in item 03/134 (xiv).

03/118 **Minutes and Matters Arising:**

Minutes:

The Minutes of the Meeting of 12th June 2003 were approved as a true record and signed by the Chairman.

Matters Arising:

There were no matters arising.

03/119 **Report from Parish Council Representative on the Governing Body of St Mary's School:** The Clerk informed the Council that Mr Ashton was unable to attend but has submitted information regarding the governing body at St Mary's School should anyone wish to read it. He is happy to attend the October meeting (after the next Governor's meeting) to give a report.

03/120 **Vacancy for Parish Council Representative on the Governing Body of St John's Infant School:** Following a letter of application for the above vacancy Mr J Hannawin attended an interview with the Council. Cllr A Thorpe proposed that Mr Hannawin be appointed as the Parish Council Representative on St John's Infant School Governing Body, this was seconded by Cllr K Davies and carried unanimously. **The Clerk** to advise Mr Hannawin and the Chair of Governors.

03/121 **Report from District Councillors:** The Clerk read Cllr Lock's report in his absence, which commented that the new Council contact centre had opened on the 20th June and the new facilities are much improved. The new travel tokens were issued at Mortimer Library on 2nd & 9th July but can also be obtained from Newbury or the library. They can also be used to purchase a Senior Citizen's Rail Card. A new Waste Treatment plant is being erected at AWE, which will reduce by 80% the quantity of water, which needs to be treated and discharged. West Berkshire Council has obtained £23.4 million Government funding to help with a long term solution to waste management and is looking to set up a new waste management and recycling facility in the District to help increase the level of recycling from the current 12% to their target of 50%. Following a grant from the Countryside Agency the Community and Learning Information Vehicle "CLIVE" is to continue touring rural areas and will still visit Mortimer.

03/122 **Planning:** In the absence of Cllr Morden The Clerk read out the following planning report. The Committee has met twice since the last Council Meeting on the 23 June and the 4 July.

03/01153/HOUSE 54 The Avenue. Alterations and extension to provide additional living accommodation. No objection.

03/01169/HOUSE 45 Stephens Firs. Single storey side extension and porch. No objection.

03/01265/HOUSE 2 The Avenue. 2 storey extension. No objection.

03/01265 Aborn Parade, West End Road. Change of use from store to flat. Object.

1. "Change of use" implies that there is an existing building not a derelict site requiring a complete rebuild from foundations upward.
2. The approval for the adjacent shop premises to flats (00/00200/FUL) was granted on the basis that this area was to be used for parking arrangements.
3. The proposed through walk may well pose a security risk.

New foundation work will impair the viability of the adjacent mature trees subject to a T.P.O.

The Following Planning Decisions have been received from West Berkshire Council:

03/00532/FUL Aborn Parade, West End Road. Proposed flat and maisonette (i.e. three floors). Refused but see above, developers have now submitted another application for a single floor flat.

03/00978/HOUSE 9 Mortimer Lane. Retrospective installation of sun pipes. Approved
 Cllr Morden advised there was a site visit on Wednesday 2 July to Trunkwell Mansion House Hotel, which he attended together with Mr G Mayes. The Parish objects to this 43-bed extension on the grounds of sewage disposal causing possible problems at the lower end of The Street. Thames Water seem, at last, to have acknowledged to West Berkshire Council that there is a “problem” but whether this will affect the outcome of the planning application remains to be seen. The application will be determined at the Eastern Area Planning Committee meeting on Wednesday 16th July 2003. Cllr Morden and Mr G Mayes will attend and speak.

- i. **Update on New Development Road Names:** Cllr Morden advised that the Parish Council of the following:
1. Development of the old Public House at Windmill Corner is to be called “Carpenters Court”.
 2. Development of the Mortimer Garage site to be called “Crichton Court”.
 3. Mortimer Hill Farm Development – The Royal Mail have objected to “Blackberry” and “Cherry” as already in use in RG7 delivery area but no objection to Strawberry, Tayberry and Asparagus!! Only three names are needed anyway.

03/123 **Roads, Footpaths and Commons:** Cllr Davies reported that following a letter to the occupier of 15 Longmoor Lane regarding an easement an acknowledgement had been received advising that they are consulting their solicitor. He also advised that members of the Roads, Footpaths and Commons Committee had carried out a survey of the Parish Council’s land at Windmill Common and identified six sites for the “No Motorcycling” Signs and three barriers that will allow pedestrians through but not motorcycles. A letter was sent to West Berkshire Council on the 18th June to ask if one of these barriers may be erected on land owned by them but a reply is still awaited. The Clerk has obtained a price for the posts and clips for the signs from Ringway Highway Services Ltd at a cost of £30.00 per post. Cllr Thorpe proposed that six posts be purchased from Ringway and Cllr Lewis seconded this and carried unanimously. Two quotes were also obtained for installing the “No Motorcycling” signs at the various locations on Windmill Common both for an installation cost of £35.00. Cllr Davies proposed that the quotation from Butlers Land be accepted, Cllr Philips seconded this and was carried unanimously. **The Clerk** to action.

- i. **Update on Vehicle Access Across Brewery Common and Appointment of Parish Council’s Solicitor:** Cllr Davies advised that three formal applications under the Government legislation have just been received by the deadline. These applications must go ahead following statutory procedure. Cllr Davies said that the Parish Council must appoint a solicitor and he recommended Mr T Howell of Clarks Solicitors in Reading who specialises in this area of law. A surveyor may need to be appointed as well. Cllr Puddephatt proposed that Mr T Howell be appointed as the Parish Council’s legal representative. This was seconded by Cllr Lewis and carried unanimously. Clerk to action. Cllr Davies is to ask the solicitor to check that the applicant will pay the legal costs of the Council for this.
- ii. **Traffic Calming Update:** Further to last month’s meeting a letter has been received from West Berkshire with suggested traffic calming measures for the road on the approach to Catherine’s Hill from Mortimer West End and a breakdown of the estimated costs. Cllr Lewis proposed that West Berkshire Council be authorised to commence the proposed work, this was seconded by Cllr Davies and carried unanimously. **The Clerk** to action.
- iii. **West Berkshire Council – Revised Parking Restrictions:** As the relevant paperwork had not been received from West Berkshire Council it was passed to the Roads & Footpaths Committee to comment on behalf of the Parish Council so that the revised consultation can be progressed in a timely manner.

03/124 **Fairground, Trees and Amenities:**

- i. **Unauthorised Access Across The Fairground:** Cllr Davies reported that unauthorised access had been gained to the Fairground (the barrier lock having been removed) by contractors working on the rear garden of a house in King Street. A letter was sent to the occupants advising them that these activities constituted a trespass and a criminal offence. A letter of apology has been received. It was resolved that letters should be sent to all owners of properties in King Street with pedestrian access onto the Fairground warning them of this. **The Clerk** to action.
- ii. **Children’s Play Area Annual Inspection Report:** Cllr Puddephatt advised that the long awaited Rospa report had been received and that its contents were disappointing as they appear to have failed to report on some obvious things that need rectifying. Cllr

Puddephatt has spoken to Rospa who have promised to “re-do” the inspection with a member(s) of the Parish Council being present The Chairman is to chase them again re the appointment. After a lengthy discussion Cllr Philips proposed that Wicksteeds be engaged to carry out some of the repairs (subject to a satisfactory quotation) at the play area up to a cost of £3,000. Cllr Barber seconded this and was carried unanimously. **The Clerk** to action.

- iii. **To Consider Purchasing Armoured Shed for Lawn Mower:** Cllr Smith is to investigate whether the Parish Council lawn mower can be stored in the Cricket Pavilion and report back at the next meeting. The details of the armoured shed to be held over.
- 03/125 **Cemetery:** Cllr Thorpe reported that the mole problem had been dealt with. The seat is to be cleaned and varnished. Suitable letters are to be sent to other owners of graves who do not comply with the Cemetery regulations saying that they will be implemented and suggesting that some of the shrubs could be moved to the memorial garden. **Cllr Thorpe** is to arrange with the Custodian to establish the memorial garden.
- 03/126 **Application for a Transport Grant to help towards mini buses to Mortimer Station:** Mr Mayes advised that the application for the £10,000 grant from the Countryside Agency had been reviewed by Jeremy Sandell. It was unanimously agreed that The Chairman sign the grant application form. **The Clerk** to action.
- 03/127 **Update on Flooding:** Mr Mayes advised that The Clerk had sent a letter to WBC but that no reply had been received. He has written further letters to Thames Water (sewerage system and effluent), the Environment Agency (pollution), the Environment Agency (flood bunds) and West Berkshire (surface drainage Monktons Brook and The Street) and will report back to the Parish Council once replies have been received.
- 03/128 **Update on Parish Plan:** Mr Mayes advised that approx 563 responses (35%) had been received to the questionnaire distributed to all residents of the village. An Open Forum meeting is to be held on Saturday 12th July at the Methodist Hall between 9:30 and 13:00 hrs where residents will be given a presentation by the three groups (Community, Housing, and transport) of the questionnaire results. The Prize draw for the £100 and £50 will be made during the morning
- 03/129 **Update on Risk Assessment Recommendations and New Ethical Framework Regulations:** The Clerk advised that all the actions points noted on the Risk Assessment had been actioned and documented. Copies of these actions are to be circulated to all councillors. Cllr Davies asked whether the New Ethical Framework Regulations could be held over and he will report back at next month’s meeting.
- 03/130 **Written Report on the AWE Local Liaison Committee Matters:** Already circulated to all members. A copy will be held in the Parish Council Office.
- 03/131 **To Consider The Clerk Attending the 20th Annual Conference of the SLCC in Stratford upon Avon on the 18-20 October at a cost of £298.00 plus Travel:** Cllr Philips proposed that the Clerk attend the Annual Conference of the SLCC. Cllr Barber seconded this and it was unanimously agreed.
- 03/132 **Update on Parish Council Financial Position:** The Clerk handed out an up-to-date quarterly report/print-out on the Parish Council’s financial position.
- 03/133 **Arrangements for Deputising for Clerk:** These arrangements were discussed and resolved.
- 03/134 **Finance – To Agree Accounts for Payment:** Cllr Philips declared an interest in item 03/134 (v) and Councillor Puddephatt declared an interest in item 03.134 (xiv).
 - i. Clerk’s Salary.
 - ii. Clerk’s/Custodian’s Tax.
 - iii. Clerk’s Expenses.
 - iv. Custodian’s Salary.
 - v. Ian Philips – Grass Cutting Cemetery/St Mary’s Churchyard plus Spraying Churchyard Paths - £643.55 inc VAT.
 - vi. Bridgewood Landscape Services – Grass Cutting Alfred Palmer Field - £160.00.
 - vii. R M Weavers – Grass Cutting Fairground - £131.88 inc VAT.
 - viii. P Blagden – Reimbursement of Expenses for Course (Hotel, Petrol and Meal) £87.00.
 - ix. Allianz Cornhill Insurance Plc £118.38.

- x. University of Gloucester – Course Fee P Blagden - £100.00.
- xi. Open Spaces Society – Subscription Renewal £25.00.
- xii. G B Mayes – Parish Plan & Flooding Expenses £12.22.
- xiii. The Society of Local Council Clerks – SLCC Conference £298.00.
- xiv. NALC Conference – G Puddephatt £154.51.
- xv. British Telecom – Telephone Bill Parish Office £179.19 inc VAT.
- xvi. G R Price – Parish Plan Questionnaire Analysis £1,323.05 inc VAT.
- xvii. Two Cheques for Parish Plan Questionnaire Prize Draw - £100.00 and £50.00.
- xviii. Glasdon U.K. Limited – Seat Fairground £450.31.
- xix. BALC – Books £8.00.
- xx. West Berkshire Council – Quarterly Photocopying Charge £66.35.
- xxi. P Blagden – Parish Plan Printing (Staples) £17.62 inc VAT
- xxii. G B Mayes – Parish Plan Printing (Print Room) £21.30 inc VAT.
- xxiii. Dads Shop Ltd £134.52.
- xxiv. Mortimer St John’s Hall Management Committee £25.00 – Hire of Hall for Annual Parish Meeting.

In accordance with the Parish Council’s Financial Regulations all the items for payment were considered together. Cllr Lewis proposed that they be paid; Cllr Davies seconded this. Carried unanimously.

03/135 **Correspondence:**

- i. BALC AGM, Friday 18th July at Grazeley Village Hall.
- ii. Upstream – Newsletter of the Pang & Kennet Valley Countryside Project
- iii. CPRE – Countryside Voice Magazine

03/136 **Any Other Business:**

Date for Annual Parish Meeting – Thursday 15th April 2004, St John’s Hall Mortimer 8pm.

Date of Next Meeting: Thursday 14th August 2003 at 7:30 p.m.

There being no other business the Meeting closed at 10:00pm