



## Stratfield Mortimer Parish Council

### Unadopted Minutes of Meeting held on 12<sup>th</sup> February 2004 at 7.30 p.m.

**Present:** Councillors: G Puddephatt (Chairman), Mrs R Weiss, P Blagden, K Davies, T Barber, B Taylor, P Challis, J Morden, A Smith, Mrs A Philips, T Jones, A Thorpe, C Lewis, Mrs J Kirk (Clerk), K Lock (District), G Price (Parish Plan), P Sinclair (Parish Plan) and G Mayes (Parish Plan)

**Apologies:** Councillors: Ms S Harding and L Picking.

**Declaration of Interest:** There were no Declarations of Interest.

04/18 **Minutes and Matters Arising:**

**Minutes:**

The Minutes of the Meeting of 8<sup>th</sup> January 2004 were approved as a true record and signed by the Chairman.

**Matters Arising:** The Chairman reported that a letter of complaint had been received from Mr and Mrs Scrase of Hollybank Cottage regarding the Parish Council's comments on their planning application to West Berkshire Council. It was agreed to write to Mr and Mrs Scrase, giving an apology for the comments on their choice of building inspector and accepting that the choice was entirely proper and within their legal rights.

04/19 **Report from District Councillors:** Cllr Lock reported that West Berkshire Council had a visit from Chief Constable Neyroud who reported that recruitment is improving and numbers in the Thames Valley are now above 4,000 however wastage due mainly to property prices is still a big problem. The Government has only increased Police funding for the next year by 2.9% and the Police central training budget has been cut from £30m to £20m. Most of the money from speeding fines goes back to the Treasury. Anti social behaviour contacts are being tried out and when fixed penalty tickets become law it will save officers a lot of time. The Police are encouraging the Warden Schemes. Cllr Lock reported that the Government has now decided to stop the Local Authority Social Housing Grants through the Housing Corporation, the main source of finance to build through local Housing Associations last year. Councils will now have to rely on their own balances, which are not an adequate source of funds or money from Section 106 agreements.

04/20 **Planning:** Cllr Morden said that the Committee had met twice since the last Council Meeting on the 22<sup>nd</sup> January and 5<sup>th</sup> February 2004.

3 Hammonds Heath

The meeting had been called to consider the Parish Council's response to the proposal of Taylor Woodrow to demolish the existing derelict cottage and replace with a 3 storey manor house style property.

1. We should endeavour to hold Taylor Woodrow to their promise not to overturn the Restrictive Covenant limiting the number of dwellings on this site to one only
2. With this in mind the existing cottage, although derelict should be restored to a habitable condition or
3. Demolish the existing cottage and replace with a single new house with a frontal aspect to the same size as that existing but any enlargement to be to the rear and not up or to the sides. The building, in view of its prominent position within the village to reflect the cottage style of the present dwelling. A letter to be sent to Taylor Woodrow setting out the above.

03/02696/HOUSE

12 Orchard Road, First floor extension over existing ground floor. Two new gables, ground floor WC extension. No objection.

03/02705/HOUSE

10 Groves Lea. Single storey rear extension. No objection.

03/02586/HOUSE  
(AMENDED)

Hollybank Cottage, St Mary's Road. Two single storey extensions to sides and porch to front of: The revised drawings do not address the Council's earlier objections in respect of:

1. Roof materials to extensions (slate/glass) do not match the existing red clay tiles.
2. The liquid gas bottles continue to be a hazard where shown.

The Parish Council wish to make it clear that the remarks in the minutes of the 8<sup>th</sup>

January 2004 regarding the employment of an independent building inspector were in no way intended to impugn the integrity of the applicant or the impartiality of the Independent Building Inspector. The criticism was directed at the regulations, which appear to remove the control of compliance with the Building Regulations from the Planning Authority.

- 03/02729/HOUSE 36 Briar Lea Road. Side and Rear Extensions. No objection.
- 04/00086/HOUSE 20 The Crescent. Remove existing single storey extension and replace with new 2-storey addition extending the existing roof. No objection.
- 04/00093/FUL 23 West End Road (Dad's Shop). New shop front and roller shutters. No objection.
- The Following Planning Decisions have been received from West Berkshire Council:
- 03/01265/FUL Aborn Parade, West End Road. Change of use from store to flat. Refusal
- 03/01480/HOUSE 11 The Avenue. Front extension to lounge and dining room. Demolish existing garage and construct new garage at side. New bedroom and granny annexe extension at rear. Approval
- 03/02258/HOUSE 26 Stephens Firs. New rear conservatory. Approval.
- 03/02696/HOUSE 12 Orchard Road. First floor extension over existing floor. 2 new gables. Ground floor WC extension. Approval.
- 03/02453/HOUSE 75 The Avenue. Extension to side of bungalow. Approval.
- 03/02496/LBC/ Abbey Croft. The Street. Refurbishment and alteration works formation of dormer windows. Glazed orangery to form link with adjacent cottage. Tennis Court. Approval
- 03/02497/HOUSE
- 03/02538/HOUSE 26 Stephens Close. Conservatory. Approval.

Tree Preservation Orders in respect of the Mortimer Hill Farm site and 3 Hammonds Heath have received no representations or objections within the statutory period and therefore TPO 201/21/600 and 201/21/639 are now confirmed under the Town and Country Planning Act 1990 and the Town and Country Planning (Trees) Regulations 1999.

The Wokingham District Local Plan is now going forward for adoption. As the proposed housing development at Grazeley, Three Mile Cross and Shinfield were rejected following the Enquiry in Public we have no further interest and can consider the matter closed until the next Local Plan for Wokingham is proposed.

- i. **Update on 3 Hammonds Heath:** See Planning comments above. Cllr Morden reported that a further meeting between Mr Mason of Taylor Woodrow Developments and members of the Parish Council had taken place prior to the Parish Council meeting. Mr Mason had said that he had digested the views outlined in the Parish Council's letter of 27<sup>th</sup> January and his company are now looking to replace the property with one 2-storey cottage type 4 bedroom property in keeping with the existing cottage. Taylor Woodrow are to submit a planning application to West Berkshire Council within the next few weeks and will send the Parish Council a copy for information.

04/21 **Roads, Footpaths and Commons:**

- i. **Update on Vehicle Access Across Brewery Common:** Cllr Davies advised that no information had been received from West Berkshire Council about policy over payments to be required for the grant of vehicle easements (apart from a statement of what is already known about the relevant law). He recommended that there should now be no further delay in proceeding with the grant of vehicle easements across Brewery Common. Payment at full market value (which would be high) need not be required (in the light of recent relaxation of the government's legal guidelines) but on the other hand reduction to a low or token payment would in law be a breach of duty and certain to be challenged by the auditor. Instead the solicitors advise that payment calculated in accordance with the Regulations 2002 would continue to be lawful. Cllr Davies proposed that the Parish Council should go ahead with this recommendation as policy for the Parish Council subject to a final review at the next meeting. This was seconded by Cllr Lewis and carried.
- ii. **Update on Revised Parking Restrictions:** Cllr Davies reported that a meeting took place on 2<sup>nd</sup> February with Cllr Mrs S Hannon, the Council's Executive Member for Transport, and Mr Andrew Garrett of West Berkshire Council, to discuss the Parish Council's request for deferment of the revised scheme for

parking restrictions in Mortimer and a wider review of traffic problems. Mrs Hannon warned of budgetary difficulties but promised to give further consideration to this request and reply as soon as possible.

- iii. **Update on new Kissing Gates at Windmill Common:** Cllr Davies reported on the arrangements for erecting the kissing gates at entrances to Windmill Common and said that this would be done in a few days' time.
- iv. **Footway Improvements 2004-2005:** Cllr Davies read out a letter from West Berkshire Council inviting requests for new or improved footway facilities to be submitted by 26<sup>th</sup> March 2004. It was agreed that we should take this opportunity to press again for these to be provided along The Street to the station, and a cycle track to Willink School. Councillors were asked to pass any other suggestions to the Parish Office.
- v. **Update on BT Poles Windmill Road:** The Chairman reported on the wrongful placing of B.T. poles in the ditch along the Fairground edge of Windmill Road edge of. So far no satisfactory response has come from British Telecom but he would press them again and report back at the next meeting.

04/22 **Fairground, Trees and Amenities:**

- i. **Fairground Fees for 2004/2005 and Hire of Grazing Area Etc:**
  - i) The following Resolution was discussed and adopted for the Grazing Area.  
**Resolution**
  - a) The Grazing Area may be hired at any time except between May 1<sup>st</sup> and 16<sup>th</sup> July, the later being the date when the grass will be cut.
  - b) There will be a standard charge of £65 a day. This is subject to variation at the Council's discretion in appropriate cases.
  - c) A surcharge of £10 may be added, which will be remitted if the conditions to which the booking is subject are properly complied with (clearing up etc.).
  - d) The Council may on an application permit users to cut the grass at other times at their own expense, except between May 1<sup>st</sup> and July 16<sup>th</sup>.  
Proposed by Cllr Philips and seconded by Cllr Blagden. Carried.
- ii. **To Agree Purchase of new Slide:** Cllr Philips proposed that quotations were obtained to supply a new slide from Record Playground Equipment Ltd and Wicksteed Leisure Ltd. The Fairground Committee recommended that Wicksteed Leisure be appointed to supply and install a replacement slide with safety surfacing for the children's play area at a cost of £7,534.85 plus VAT and that Butlers Lands Estate Services Ltd be employed to dismantle the existing slide at an approximate cost of £500 (Wicksteed quoted £2,237 plus VAT). This was seconded by Cllr Blagden and carried unanimously. **Clerk** to action.
- iii. **To Agree Payment re Spraying of Tennis Courts:** After several quotations were obtained it was agreed to accept that the estimate from Spraycourt to clean and spray paint the tennis courts with three coats of acrylic slip resistant tennis court paint (a green surround and a clay red playing surface) at a cost of £2,361.75 inc VAT. The following Resolution was then discussed and passed:  
**Resolution:** That the condition of the tennis courts shall be kept under review after completion of work currently put in hand by Spraycourt and advice sought in due course about further works of repair, which should be considered, including likely costs. This was proposed by Cllr Davies and seconded by Cllr Philips. Carried. **Clerk** to action.
- iv. **To Agree Payment of Purchase of Equipment For Tennis Courts:** Cllr Lewis proposed that equipment (nets, posts winders etc.) be purchased for the two tennis courts at a total cost of £627.06 inc VAT. Cllr Davies seconded this. Carried. **Clerk** to action.
- v. **To Agree Annual Inspection Provider for Play Area:** Three options were considered for the annual inspection of the Children's Play Areas, these were:

Wicksteed £30.00, Rospa £74.00 and The National Playing Fields Association at £480.00. Cllr Philips proposed that Wicksteeds be chosen; Cllr Blagden seconded this. Carried. Some concern was expressed that as Wicksteeds supply many items of equipment, including the new slide, they may not be impartial.

**Clerk to action.**

- vi. **Update on Lease to Parish Council from Fairground Trustees:** Cllr Davies reported that the proposal that the Parish Council should take a lease of the Fairground from the Trustees has been forwarded by the Parish Council's solicitors to the Charity Commission. Councillor Davies will give further information as soon as it is available.

- 04/23 **Cemetery:** No report.
- 04/24 **Approval of Scheme for Extended Shuttle Bus Service to the Station (with Funding Grant Approved by The Countryside Agency):** The Chairman confirmed that a grant of £5,120.14 had been awarded from The Countryside Agency (to include a contribution from the Parish Council of £2,789, some of which may be support in kind) for one year towards the cost of four additional timetabled weekday and two Saturday shuttle bus services between the village of Mortimer and the station Cllr Davies proposed that the scheme be accepted. Cllr Thorpe seconded this and it was unanimously agreed. Carried. The Chairman reported that talks had taken place with Stewarts of Mortimer regarding the additional services and that it was hoped that the scheme would commence at the beginning of March after advertising the route, times of the busses cost etc had been done. **Clerk to action.**
- 04/25 **To Approve Publication of Full/Summary Parish Plan Documents:** Relevant documents were circulated to all members prior to the meeting. The two reports (the full Parish Plan Report and The Summary (A5) version to be sent to every household) were unanimously approved and payment for printing up to £2,400 approved. The content of the newsletter that will accompany The Summary was also approved. The Chairman said he would lead the presentation of the Plan to the Eastern Area Forum along with other members of the Parish Plan Group on Tuesday 30<sup>th</sup> March at Burghfield Village Hall.
- 04/26 **Update on Code of Conduct Meeting:** The Chairman advised that he and The Clerk had attended a meeting at Tilehurst Parish Council on 19<sup>th</sup> January where David Holling Head of Legal Services and Andy Day Policy Manager, West Berkshire Council gave a presentation on The Code of Conduct. The Chairman outlined the key points from this meeting.
- 04/27 **Details for Councillor Training Day 13 March 2004:** The Clerk advised that the Training Day will take place on Saturday 13 March at Mortimer West End Village Hall from 9:30am to 3:30pm including lunch. The topics to be covered will be The Law, Meetings and other Procedures, Planning (including the new changes) and Quality Parish Status. Further details to follow. Neighbouring parishes have also been invited to attend.
- 04/28 **Update – Neighbourhood Warden Scheme (Three Parishes Security Warden):** Cllr Taylor reported that he, Cllr Davies, the Clerk and representatives of Burghfield and Sulhamstead Parish Councils met with Jim Graham (Chief Executive WBC), and Thames Valley Police representatives on the 14<sup>th</sup> January. Both West Berkshire Council and Thames Valley Police confirmed that they were supportive of the idea. Mr Graham confirmed that discussions had taken place with the National Reassurance Project with the aim of securing money and both Burghfield and Greenham had been identified as project sites. West Berkshire Council is considering the request as a potential budget pressure. They are to complete their budget setting by the end of February.
- 04/29 **Flooding Update:** The bunds are continuing to be built. Carried over until the next meeting
- 04/30 **Annual District/Parish Conference WBC 2<sup>nd</sup> March 2004:** The Clerk advised that The Chairman of West Berkshire Council, Keith Lock, had invited members to the Annual District/Parish Conference on the 2<sup>nd</sup> March 2004. Details were read out and names of councillors interested in attending were taken.
- 04/31 **To Agree Purchase of Scoreboard for Mortimer Cricket Club in Memory of Jonathan Phethean:** Further to Minute Number 04/02 Cllr Smith advised that it would be fitting for the Parish Council to purchase a scoreboard for the Cricket Club, as Jonathan was the Club's scorer for many years. It was unanimously agreed that up to £600 may be spent on a scoreboard. **Cllr Smith to action.**

04/32 **Report Affordable Village Housing Seminar 3 February 2004:** Cllr Barber reported that he, Cllr Taylor and The Clerk had attended the above seminar, which was hosted by The Rural Housing Trust. The trust (a charity) is primarily a provider of affordable housing for local people in small villages. A report of the seminar was circulated prior to the meeting and it was agreed that this would be an agenda item at the next meeting with a view to looking to take this forward.

04/33 **Finance – To Agree Accounts for Payment:**

- i. Clerk's Salary.
- ii. Clerk's/Custodian's Tax and NI.
- iii. Clerk's Expenses.
- iv. Custodian's Salary.
- v. T Barber – Reimbursement for printing Parish Plan Newsletters £55.00.
- vi. G Puddephatt – Reimbursement for Purchase of Ordnance Survey Map £59.26 inc VAT.
- vii. BALC – Payment of Fee for Quality Council Training Course £8.50.
- viii. R M Weavers – Grass Cutting Fairground £230.86 inc VAT.
- ix. Butlers Lands Hedge/Ditch Clearance Windmill Road £622.75 inc VAT.
- x. Mortimer West End Village Hall - Room Hire £70.00.
- xi. Dads Shop £113.45 inc VAT.
- xii. McVeigh Parker & Co Ltd – Kissing Gates Windmill Common £572.81 inc VAT.
- xiii. P Challis – Expenses Fairground Maintenance £19.76.
- xiv. P Blagden – Reimbursement of Expenses for Fairground Maintenance £4.69.
- xv. The Print Room – Parish Plan Final Documents Printing Costs of up to a maximum cost of £2,400

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

04/34 **Correspondence:**

- i. West Berkshire Council – Area Forum Update and date of next meeting 30<sup>th</sup> March in Burghfield Village Hall.
- ii. West Berkshire Council – Polling Stations – closure of St Mary's School as a Polling Station.
- iii. West Berkshire Council – Homelessness Review and Strategy.
- iv. A number of Circulars/Newsletters were distributed to councillors

04/35 **Any Other Business:** No Any Other Business.

**Date of Next Meeting:** Thursday 11<sup>th</sup> March 2004 at 7:30 p.m.

There being no other business the Meeting closed at 10:15 p.m.