



Stratfield Mortimer Parish Council

Unadopted Minutes of Meeting held on 8th April 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, A Thorpe, C Lewis, L Picking, Mrs A Philips, Mrs J Kirk (Clerk), K Lock (District) and one Member of the Public

Apologies: Councillors: Ms S Harding, T Jones

Declaration of Interest: There were no Declarations of Interest.

04/55 **Minutes and Matters Arising:**

Minutes:

The Minutes of the Meeting of 11th March 2004 were approved as a true record and signed by the Chairman.

Matters Arising:

Cllr Blagden reported that he had re-visited the Forbuoys shop re the possible installation of an internal payphone but the Manager had referred this to his Head Office who had said no.

04/56 **Report from District Councillors:** Cllr Lock reported that work had begun again this week on the new flood bund opposite the Saddlers on the Grazeley Road. Sovereign Housing are preparing plans for the new flats at Windmill Court and will report back.

04/57 **Planning:** Cllr Morden said that the Committee had met once since the last Council Meeting on the 25th March 2004:

04/00473/HOUSE

9 St Mary's Road. Alteration of existing ground floor extension, new first floor extension and loft conversion. No objections including amended plan 23.3.04

04/00474/HOUSE

Oakhurst, Birch Lane. Two storey side extension over existing garage to provide 2 additional bedrooms and ensuite plus extension to existing entrance hall, lounge and workshop.

No objection to the following conditions:

1. Proposed workshops to be used for hobby and not for commercial purposes. No intrusive noise to be generated.
2. Adequate parking to be provided to accommodate vehicles expected for a 6 bedroom property.
3. Subject to no objection from Highways re additional traffic onto Birch Lane.

04/00517/HOUSE

21 King Street. Extension to side of house. No objection.

04/00258/OUT
(Amended)

Garden of West End Lodge, Birch Lane. Erection of new 2 storey detached house with garage. Object:

1. Over development (one additional property has already been built on this site)..
2. Birch Lane is unsuitable for further traffic movements.
3. Out of character with street scene.
4. Impact on mature trees.

03/00086/HOUSE

20 The Crescent. Removal of existing single storey extension and replace with two storey addition extending the existing roof. Approval

03/00093/FUL
04/00258/OUT

23 West End Road (Dad's Shop). New shop front and roller shutters. Approval

Garden of West End Lodge, Birch Lane. Erection of a new two storey detached house with garage. Refusal

04/00280/HOUSE

2 The Crescent, conservatory. Approval

04/00327/HOUSE

Robin Hill, Brewery Common. Demolition of cottage within curtilage, erect two storey extension. Approval.

Appeals

03/01683/OUT

4 The Crescent. The Council has received a notice of appeal against the decision of West Berkshire Council to refuse the application to demolish the existing garage and workshop and construct a retirement bungalow and garage.

03/01670/HOUSE

The Coppens, Birch Lane. The Inspector has Dismissed the appeal against West Berkshire Council refusal to permit the erection of a detached garage.

Tree Preservation Order

Tree Preservation Order 640 in respect of certain trees at The Colt House, Sweetzers Piece has been formally confirmed with effect from 16 March 2004.

West Berkshire Council Site Meeting:

03/02414/FUL Land at the rear of “Serena”, Birch Lane. Cllr Morden attended the site meeting to consider the application to build an additional house in the grounds to the rear of the existing property. The application will be determined at the Eastern Area Planning Committee on 14th April 2004 and Cllr Morden (on behalf of the Parish Council) will speak against the proposed development.

- i. **Update on 3 Hammonds Heath:** No update.

04/58 **Roads, Footpaths and Commons:**

- i. **Update on Vehicle Access Across Brewery Common:** Cllr Davies confirmed that the Council had received a letter from Clarks Solicitors which confirmed that the House of Lords ruling of the 1st April 2004 overturned a previous Court of Appeal decision and consequently has changed the law in this area. This means that no easements for vehicles are necessary where a right of way has been exercised for 20 years or more. A letter will be sent to all residents of Brewery Common advising them of the change in the law (the letter to all residents discussed at the last Council meeting was not sent).
- ii. **Update on new Kissing Gates at Windmill Common:** Cllr Davies reported that a further letter has been sent to McVeigh Parker asking that they replace/rectify the kissing gates. To date no reply has been received. **Cllr Davies** will chase.
- iii. **Update on BT Poles Windmill Road:** The Chairman confirmed that a letter of receipt has been received from BT Wayleaves stating that if the objection is not resolved within 2 months of the date of the original notice of objection the Parish Council may apply to the County Court (Sheriff for Scotland) for a decision.
- iv. **Update on Byway No 7:** The Chairman confirmed that as requested at the last meeting a letter had been sent to West Berkshire stating that the Parish Council do not support the making of a Traffic Regulation Order for the installation of a gate across Byway No 7.
- v. **Petition for a Pedestrian Crossing, Victoria Road:** Cllr Barber informed the Council that a petition to install a pedestrian crossing on Victoria Road (in the vicinity of the Budgens Supermarket, at an estimated cost of £15,000-£20,000) had been presented to the Eastern Area Forum. Approval was given for West Berks officers to undertake a feasibility study for a crossing. The conclusion was that the demand for a crossing was not justified although the survey shows that there is a need for pedestrians to cross the road at this location. Based on these results West Berkshire Council could not recommend a crossing at this location. It was agreed that there is a need to look into road safety and make a strategy for traffic management in Mortimer along possibly utilising S106 money available. It was agreed that **Cllrs Davies and Barber** look into this.

04/59 **Fairground, Trees and Amenities:** Cllr Philips reported that the Committee met on the 6th April 2004. The gorse hedge along the Windmill Road side of the Fairground had been cut down by local residents without prior consultation with the Parish Council. It was recommended that a letter should not be sent but a meeting set up to try and involve these residents in future management plans. A further letter has been received from the Kennet Valley Countryside Project which clarified their recommendations for the mowing of the Grazing Area. The letter states that the main part of the area (excluding a 2m strip around the edge) may be cut before the 15th July which now means that an amendment to section a) of the Resolution made on the 12th February 2004 (Minute No. 04/22(i)) to: The Grazing Area may be hired at any time. **The Clerk** to inform Mortimer Riding Club of this decision. A letter had been received from Burnetts Fair stating that they would not come to Mortimer in September if the Fair was made to set up in the Grazing Area so the Committee recommended that they be allowed to use the portion of the Fairground by the Tennis Courts but that a clearly defined map of the boundaries would be sent to Burnett’s Fair. **Clerk** to action. Cllr Philips outlined that the

area around the perimeter of the top pond needs reseeding with special grasses at a cost of about £15, work on cutting and removing two trees needs doing, it was agreed that this could be carried out up to a cost of £150. Following vandalism to the tennis court fence repairs need to be carried out at a cost of £377.20 plus VAT. It was unanimously agreed to carry out these works on the Fairground.

- i. **Update on new Slide on Fairground:** The Clerk reported that the new slide would not be installed until the end of April.
 - ii. **Legal Powers & Duties (Fiduciary Duty):** Cllrs Puddephatt and Davies previously circulated a report on the Fiduciary Duty of Councillors and Trustees regarding the use of the Fairground. There were no questions concerning this from Councillors.
 - iii. **Hire of the Fairground – Fairs etc:** See report above.
 - iv. **Fairground Maintenance (Hedges etc):** See report above.
 - v. **Update on New Pavilion:** Cllr Smith advised that the first meeting of the new Committee had taken place on the 31st March 2004. This included 8 people, mainly from the community, that hadn't been involved before Cllr Puddephatt had outlined the history of the project including the finance and the drawn out debate with the Charity Commission over usage of the Fairground, which have now been resolved. Nine people have volunteered to take this project forward and a list of actions agreed the main one being to estimate the costs of the current design. A further meeting is to be held on 27th April at the Cricket Pavilion.
 - vi. **Update on Lease to Parish Council from Fairground Trustees:** Cllr Davies confirmed that a letter has been sent from the Council's solicitors to the Charity Commission with the information requested. Update awaited.
- 04/60 **Cemetery:** Cllr Thorpe reported that the Garden of Remembrance needed some attention and it was agreed to ask the Custodian to attend to this. He asked **The Clerk** to obtain a quotation for spraying the paths. **The Clerk** was asked to write to the Church Parish Office about spoils from burials in the Churchyard being placed in the Cemetery.
- 04/61 **Government Proposals for Investigating and Determining Allegations of Misconduct:** Cllr Davies said that no action needs to be taken on this document but Councillors just need to be aware of its existence. To be filed in the Parish Office.
- 04/62 **To Consider a Proposition that The Council agree that a review of operating policies and practices be held, and that a special meeting (workshop) be convened for that purpose:** The Chairman gave an overview of this document written by three councillors and proposed that a workshop be arranged to discuss this. Cllr Barber seconded this and was unanimously agreed. The Chairman informed Councillors that the Clerk had assembled an information manual for all councillors containing this relevant information and this was hopefully to be distributed at the next Council meeting.
- 04/63 **How we Run Parish Council Meetings:**
1. **Where/When** – The Chairman asked that someone take on the task of looking into alternative meeting rooms and availability. Volunteers please liaise with the Clerk.
 2. **Refreshments** – It was decided that refreshments would be a good idea at Council Meetings and Cllr Philips agreed that she would organise to bring bottled water to meetings.
 3. **Delegation** – It was agreed that this would be discussed at the proposed workshop (see above) but the Chairman reminded councillors that the Clerk has a delegated power to spend up to £1,000 on day-to-day items.
 4. **Committee Meetings (in Parish Office)** The Chairman asked that as far as possible if Committee Meetings could be held in the Parish Office and advertised on the Parish Council Notice Boards, bearing in mind that the Clerk would need at least a week's notice to do this. Meetings would need to be booked with the Clerk to avoid duplication. **The Clerk** to arrange for the Chairman of each committee to be issued with a key to the Parish Office.
- 04/64 **Update Neighbourhood Warden Scheme (3 Parishes Security Warden) and discuss possible public meeting with WBC & TVP:** Cllr Taylor advised that West Berkshire Council have allocated £105,000 for Security Wardens. Rachel Craggs from West Berkshire Council has asked that the Parish Council give due consideration to offer support funding and it was agreed that in principle this

could be funded if value for money was achieved. Cllr Taylor proposed that it would be a good idea to organise a meeting between West Berkshire Council, the Police and a representative from the Greenham Common Warden Scheme so that the Council could find out how the scheme could work. Cllr Taylor proposed that a meeting be arranged with invited interested parties; Cllr Blagden seconded this and was carried by a majority vote. **Cllr Taylor** to arrange meeting/venue.

04/65 **To Agree Annual Subscription to BALC for £615.41:** The Chairman proposed that the subscription to BALC be renewed for the year 2004/05. Cllr Picking seconded this and was unanimously agreed. **The Clerk** to action.

04/66 **Update on Scoreboard for Mortimer Cricket Club:** Cllr Smith reported that this is in hand.

04/67 **Update The Rural Housing Trust (Affordable Housing) Scheme:** The Clerk advised that this has still to be arranged.

04/68 **Annual Parish Meeting 15.4.04 - Information.** The Clerk outlined the arrangements for the Annual Parish Meeting.

04/69 **Clerk's Training (Update):** The Chairman reported that the Clerk had passed her last assignment for the Working With Your Council Course.

04/70 **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. P Blagden – Reimbursement of Postage Parish Plan £11.20.
 - vi. Membership Renewal S.P.I.S.E. (Sane Planning in the South East) £30.
 - vii. Clarks Solicitors Interim Payment Brewery Common £1,483.50 inc VAT.
 - viii. Stewarts of Mortimer – Transport Grant £575.00 – not sent as invoice not received.
 - ix. The Post Office – Purchase of Stamps £49.00
 - x. West Berkshire Council – Quarterly Photocopying Charges £69.00
 - xi. Mrs R Weiss – Reimbursement of Fairground Expenses £97.25 inc VAT
 - xii. Mrs R Weiss – Training Day Good £42.04.
 - xiii. B T - Phone Bill Parish Office £37.82.
 - xiv. Dads Shop Limited £53.20.
 - xv. Mrs R Weiss Printing Newsletter £120.00.
 - xvi. P Blagden – Printing Extra Parish Plan (A5) £66.00.
- In accordance with the Parish Council's Financial Regulations all the items for payment were considered together. Cllr Puddephatt proposed that they be paid; Cllr Picking seconded this. Carried unanimously.

04/71 **Correspondence:**

- i. CPRE Newsletter
- ii. Letter from John Redwood MP thanking the Parish Council for the Parish Plan.
- iii. Letter from Holybrook Parish Council thanking the Parish Council for organising the Training Day.
- iv. A number of Circulars/Newsletters were distributed to councillors

04/72 **AOB/ Future**

Agenda Items: There was no Any Other Business.

Date of Next Meeting: Thursday 13th May 2004 at 7:30 p.m.

There being no other business the Meeting closed at 9:40 p.m.