



Stratfield Mortimer Parish Council

Unadopted Minutes of Meeting

held on 11th November 2004 at 7.30 p.m.

Present: Councillors: G Puddephatt (Chairman), P Blagden, A Smith, C Lewis, P Challis, K Davies, J Morden, Ms S Harding, A Thorpe and Mrs J Kirk (Clerk).

Apologies: Councillors: T Jones, Mrs A Philips and K Lock (District).

Declaration of Interest: None.

04/164 **Minutes and Matters Arising:**

Minutes:

The Minutes of Meeting of 14th October 2004 were approved as a true record and signed by the Chairman.

Matters Arising:

- (04/158) The Clerk advised that she and Sarah Morland in conjunction with West Berkshire had set up the three week computer course in the Methodist Hall for 11 people. The course is intended as a taster and if it goes well a further course may be run in the New Year.
- The Clerk advised that following the erection by Bryant Homes of two flag poles and advertising board outside the new Mortimer Hill development she had discovered that these had been erected without planning permission and on Highways Land and were in fact obscuring a highway (right turn sign). After contact with West Berkshire Council the sign and poles have been removed.
- The Chairman advised that he had been in contact with First Great Western Link and they have now erected signage on the bike shelters at Mortimer Station and propose to erect a bus stop and two notice boards in the near future.

04/165 **Report from District Councillors:** Cllr Harding that the developers for the development at Garth House are going to appeal and also submitting a new application. The development at Mortimer Mens Club has been withdrawn to be re-submitted. There are to be changes to the planning process and from December members will have to call in applications earlier in the process rather than at the end and from February there will be only be two district Council planning committees, East and West, which will meet more frequently. It is proposed to house a green waste site at Padworth sidings.

04/166 **Planning:** Cllr Morden reported that the Committee had met once since the last Council Meeting on the 4th November and considered 4 applications:

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| 04/02468/HOUSE | 3 Hammonds Heath. Demolition of existing dwelling and outbuilding. Erection of a new four bedroom house and detached garage. No objection. |
| 04/02502/HOUSE | 20 Windmill Road. Detached garage. No objection. |
| 04/02553/HOUSE | 70 Windmill Road. Two storey rear extension and replacement of flat roof with a pitched roof and associated works. Object. <ol style="list-style-type: none">1. Overdevelopment of site.2. Windows to side elevations will constitute serious overlooking of adjacent properties resulting in loss of amenity. |
| 04/02372/HOUSE | Sunnybanks, Kiln Lane. Two storey pitched roof extension and internal modifications. No objection. |

Recommendations under delegated powers received from West Berkshire Council:

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| 04/01996/FULMAJ | 34 St John's Road. Demolition of Garth House and erection of 14 dwellings. Refusal – reasons. <ol style="list-style-type: none">1. Impact on character of area.2. Impact on neighbouring amenity.3. Inadequate garden areas.4. T.P.O.5. Lack of contributions.6. Highway reasons. |
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04/02054/HOUSE	2 The Street. First floor side extension and new porch. Approval
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04/02098/HOUSE	79 Stephens Firs. Re-siting of garage. Approval.
04/02113/HOUSE	4 Stephens Road. New porch and WC on front of existing house. Approval.
04/02123/HOUSE	11 St Mary's Road. First floor rear extension. Approval.
04/02073/FULMAJ	Mortimer Men's Club, The Street. Conversion to provide 6 flats and 7 dwellings to the rear. This application has been withdrawn and a new application is expected. This should address the problem of access for vehicles onto The Street at a dangerous bend.
04/02251/HOUSE	8 St Catherine's Hill. Single storey extension. Approval.

Tree Preservation Order No 201/21/25 (Land at Loves Wood): An application has been received for the owners of this vacant site to:

1. Remove all dead and dying silver birch trees.
2. Reduce the dense under storey of holly.
3. Fell dead, dying and dangerous oak and pine trees.

West Berkshire Council have given conditional consent. Work to be undertaken within 12 months.

Appeal Notification. An appeal has been lodged against West Berkshire Council's refusal of planning consent to allow the erection of a 4 bedroom dwelling and garage to the rear of "Serena" Birch Lane (03/02414/OUT).

Gravel Lorries passing to and from the Welshman's Road Quarry through Mortimer: The Parish Council has written to Hampshire County Council regarding the increased frequency of lorries using the village as a means of access to the quarry in contravention of a specific condition of the planning consent that all movement to and from the site must be to the west on Welshman's Road. Hampshire County Council have written to Hansen Plc to remind them of their obligation to observe the restriction on routing lorries.

04/167 **Roads, Footpaths and Commons:**

- i. **Update on BT poles Windmill Road:** The Clerk advised that she and Cllr Davies met with a representative from Kelly Communication (contractor for BT) to determine the correct position for the two wrongly sited telegraph poles. BT will authorise for this work to be carried out.
- ii. **Update on Traffic Management and Traffic Survey:** It was agreed that TRL be asked to put the survey on hold until after the works on the new gas main by ES Pipelines has been completed on the major roads in the village.
Because of the risk of danger from current parking arrangements outside Forbuoys it was unanimously resolved to instruct Highways Department at West Berkshire Council to reconstruct the layby to allow vehicles to park parallel to the road, one car's width, which would allow parking for three to four vehicles and ask that it be a condition that the West End Road Car Park be maintained as a car park. **Clerk** to action. It was also noted that a copy of the sealed order had been received from West Berkshire relating to the new Prohibition and Restriction of Waiting Order 2004 relating to Victoria Road, West End Road, King Street and Windmill Road for the implementation of new yellow lines.
- iii. **Update on Brewery Common Title:** Cllr Davies reported that this matter is moving very slowly and the Land Registry had asked for extra information to be sent in order to register the title.
- iv. **Update on Brewery Common gas main:** Cllr Davies read out a letter from the legal department at West Berkshire Council which says they have written to the solicitors acting the company whether they intend to proceed with the easement or are intending removing the pipe and reinstate the land. It was resolved that the Parish Council must require the pipe to be moved and re-located in its proper position in the highway. In its present position it constitutes a trespass. It will be necessary for this work to be done as soon as possible so that a contract may be placed for the installation of "dragons teeth" along the edges of the grassed areas of the common to prevent further trespasses of any kind. **Clerk** to action.
- v. **Update on new gas main installation (ES Pipelines):** Some concern was shown that the damage to the verges etc by the contractors installing the new gas main. The Clerk reported that she had it in writing that the verges will be put back in the same condition as they were found (re-seeding or turfing as necessary) but that this will not be carried out until the end of the works. Concern was also raised regarding the safety of the installation (e.g. wooden gang planks) and it was agreed that this should be forwarded to the Clerk to be forwarded to ES

Pipelines.

Unmade Roads: United utilities Networks Ltd. – Contractors for ES Pipelines Ltd have ascertained that St. Mary's Road and The Avenue are designated "private streets" rather than "private roads". A "private street" is an Unadopted public highway notwithstanding the individual frontagers responsibility for maintenance to the middle. In "private streets" members of the public have a right to way and utilities such as ES Pipelines have a right to lay a gas main subject to correct notification to the Local Highway Authority. In designating these roads "private streets" in the 1950's the highway authority deemed them to be "prospectively maintainable". West Berkshire Council are able to control and co-ordinate all utilities to ensure that draining and re-surfacing are not compromised for possible future adoption.

04/168 **Fairground, Trees and Amenities:**

- i. **Report:** Cllr Blagden reported despite apparently strong support from young people of the village and their parents a meeting planned to discuss the skate board park had to be cancelled because no one turned up for the meeting. Further efforts will be made to resurrect the project but if no practical help is forthcoming then we will be forced to close the project.
- ii. **Update on Lease to Parish Council from Fairground Trustees:** Cllr Davies reported that a site visit has been arranged with Mr Clause (a solicitor for the Charity Commission) for the 3rd December to discuss the proposed lease in full.
- iii. **To consider proposal of revised business plan for the Pavilion Project to Relief in Need:** Already circulated. The proposed business plan was discussed and Cllr Smith said the project has been broken down into separate parts and the plan only included the pavilion at this stage and that the recreation aspects (e.g. an all weather football pitch) are to be dealt with separately. He confirmed that the pavilion is not just for three groups of users and that it would be for all members of the community. It was unanimously resolved to accept the revised business plan for the pavilion project to the Relief in Need Charity.

04/169 **Cemetery:** No report.

04/170 **Licensing Act 2003 – Statement of Licensing Policy WBC:** Cllr Davies reported that the Parish Council will be faced with dealing with Licensing in the same way as planning and it was agreed that the Planning Committee will deal with these applications.

04/171 **Update on Rural Housing Trust Survey:** The Clerk advised that Mr Andrew Smith a field worker for the Rural Housing Trust had advised that there had been a 27.3% response to the Housing Needs survey in Stratfield Mortimer. Apparently this is a good above average response and he will send a report soon so that we may move onto the next stage of the consultation.

04/172 **Update on Councillor Vacancies:** The Chairman said that there had been a good response to the 4 councillor vacancies and proposed that applicants be interviewed by a panel of 4 councillors during the evenings of the 30th November and 1st December. This was unanimously resolved and it was agreed that the panel would make recommendations for co-option at the next parish Council meeting.

04/173 **Stratfield Mortimer Community Award 2005:** The Clerk advised that nominations are being sought for the 2005 Community Award and that the closing date is 31 January 2005.

04/174 **Report on SLCC Conference:** The Clerk gave a report on the 30th Annual Conference of the Society of Local Council Clerks that she attended in October.

04/175 **Finance – To Agree Accounts for Payment:**

1. The Chairman proposed that a telephone package to include internet and telephone calls for use by the Clerk in her home for Council business at a monthly cost of £24.99 (including VAT) be paid for by the Parish Council. This was seconded by Cllr Davies and unanimously resolved.
2. The Chairman also proposed that the Council now purchase computer equipment up to the value of £2,000 (as agreed in the 04/05 budget). This was seconded by Cllr Davies and unanimously resolved.
3. The clerk advised that the Council should close the Instant Access Account and transfer the balance to the Current Account as this is now receiving interest and it would save £120 a year in sweep facility fees. This was unanimously resolved and **Clerk** to action.

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

- i. Clerk's Salary.
- ii. Clerk's/Custodian's Tax and NI.
- iii. Clerk's Expenses.
- iv. Custodian's Salary.
- v. Ian Philips – grass cutting Cemetery & Churchyard £497.85 inc VAT.
- vi. R M Weavers – grass cutting Fairground £320.16.
- vii. Stewarts of Mortimer Ltd –payment for Mortimer Link £763.75 inc VAT.
- viii. Staples Ltd – stationery £35.65 inc VAT included in error.
- ix. Greenbarnes Ltd – notice board Cemetery £510.53 inc VAT.
- x. West Berkshire Council – fee for copying legal documents £14.69.
- xi. Utilize – anti virus renewal VAT omitted from previous bill (04161 (xiv) - £34.83.
- xii. Royal British Legion – Poppy Wreath £20.00.
- xiii. G W Roffe – payment for repair/overhaul of strimmer £25.00.
- xiv. Post Office – purchase of stamps £28.00.
- xv. SLCC – payment for one day regional conference £30.00.

04/176 Correspondence:

- Letter from the Chairman of the Governing body for St Mary's school advising that one of the parent governors Mr Mark Hillyer would liaise with the Parish Council and provide a point of contact for councillors.
- BALC – Advice of Special General Meeting to be held on Thursday 9th December. As this clashes with Parish Council Meeting clerk will send apologies.
- A number of Circulars/Newsletters were distributed to councillors.

04/177 AOB/ Future/Agenda Items:

None

Date of Next Meeting: Thursday 9th December 2004 at 7:30 p.m.

The Meeting closed at 10:05 p.m.