



Stratfield Mortimer Parish Council

Unadopted Minutes of Annual General Meeting held on Thursday 12 May 2005 @ 7.30 p.m.

Present: Councillors: G Puddephatt, P Blagden, K Davies, C Lewis (9pm), J. Morden, Mrs A Philips, T Shorrocks, A Smith, P Challis, S Clark, A Thorpe, D Ives, N Kiley (9:30pm), Mrs J Kirk (Clerk).

Apologies: Councillors: G Parry, Ms S Harding, and K Lock (District)

Declaration of Interest: Cllr A Philips 05/89(v).

05/70 **Election of Chairman for 2005-2006:** Councillor K Davies was proposed as Chairman for 2005-2006 by Cllr Thorpe seconded by Cllr Puddephatt and agreed unanimously. Councillor K Davies was duly elected Chairman for the coming year and signed the Declaration of Acceptance of Office, which was witnessed by The Clerk.

05/71 **Election of Vice-Chairman for 2005-2006:** Councillor G Puddephatt was proposed as Vice-Chairman for 2005-2006 by Cllr Davies, seconded by Cllr Clark and agreed unanimously. Councillor G Puddephatt was duly elected as Vice-Chairman for the coming year and signed the Declaration of Acceptance of Office, which was witnessed by The Clerk.

05/72 **Nomination of Committee Members for 2005-2006:**
Chairman and Vice-Chairman are ex officio on all Committees.

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| a) Planning: | Cllrs J Morden, P Challis, Mrs A Philips, A Thorpe, S Clark, D Ives, T Shorrocks, G Parry, N Kiley |
| b) Roads, Footpaths & Commons: | Cllrs P Challis, A Smith, Mrs A Philips, T Shorrocks, D Ives, S Clark |
| c) Fairground, Trees & Amenities | Cllrs P Blagden, C Lewis, Mrs A Philips, A Smith |
| d) Fairground Refurbishment | Cllrs A Smith, C Lewis, P Blagden |
| e) Cemetery: | Cllrs A Thorpe, P Challis, C Lewis, T Shorrocks, S Clark |
| f) Finance & General Purposes: | Fixed Membership |
| g) Communications: | Cllrs P Blagden, T Shorrocks |
| h) Appointment of Play Area Inspector | Cllr A Smith |

05/73 **Appointment of Representatives to Outside Bodies for 2005-2006:**

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| a) Burghfield & Mortimer Volunteer Bureau: | Cllr A Thorpe |
| b) St John's Hall Management Committee: | Cllr T Shorrocks |
| c) Willink Recreation Centre: | Cllr J Morden |
| d) AWE Liaison Committee: | Mr W Taylor |
| e) Relief in Need Charity: | Cllr A Philips |
| f) Clarks Educational Charity: | Mr R Peters |
| g) Fairground Charity | Cllrs G Puddephatt and C Lewis |

05/74 **Minutes and Matters Arising:**

Minutes:

The Minutes of Meeting of 14th April 2005 were approved as a true record and signed by the Chairman.

Matters Arising:

- Cllr Parry had sent in a report which stated that a survey of the roundabout had been carried out and compared it against the RPS design drawing JNY4548/701 Rev B (Mar 03) and confirmed that it has been built to design. There appears to be room for a 1.5m pavement on the south side of the road although in places there must be some doubt about the ability to retain the existing holly hedge. The Clerk was asked to chase West Berkshire Council for details of the "missing

roundabout”.

- Cllr Challis queried why the fence at Dads Shop had not yet been repaired and The Clerk said she would investigate.

05/75 **Report from District Councillors:** No report

05/76 **Planning:** Cllr Morden reported that the Committee had met twice since the last Council Meeting on the 22nd April and 11th May 2005 when 9 plans were considered.

- 05/000999/FUL Cllr S Clark declared an interest and took no part in the discussion.
6 Church Farm Barns. Change of use of land to residential curtilage for erection of extension to provide disabled bathroom facilities and equipment storage.
Object: Whilst fully sympathetic to the need for this facility we must object to the encroaching onto agricultural land, regardless of ownership, as to permit this development would set a precedent.
- 05/00457/HOUSE 40 King Street. Conversion of loft into study and second floor extension to rear of property. No objection.
- 05/00656/HOUSE 20 Victoria Road. Conservatory. No objection.
- 05/00697/HOUSE 7 Groves Lea. Replace existing brick wall with close boarded wooden fence.
Object: It is understood that there is a restrictive covenant stipulating that the boundaries of the Groves Lea properties will be of brick walls. To relax this covenant would be detrimental to the street scene and set a precedent
- 05/00706/HOUSE 43 West End Road. Drop kerb.
Object: This must be considered with the proposed hard standing to the front of the property. The front of this and the adjacent properties is open plan down to lawn and the proposal is detrimental to the street scene and would set a precedent.
- 05/00752/HOUSE 7 The Avenue. Single storey extension to side and rear of bungalow. No objection.
- 05/00797/HOUSE Cllr J Morden declared an interest and took no part in the discussion
18 St Mary’s Road. Proposed two storey rear extension and detached timber garage. No objection.
- 05/00847/HOUSE Garden House, The Street (Monkton’s Lane). Two storey extensions (both to east and west) and single storey extension.
Object:
1. There will be an 83% increase in the bulk of the north elevation as seen from the adjacent property (“Shambles”).
2. Overbearing effect causing loss of light to the adjacent property.
Additional fenestration will give rise to overlooking and loss of amenity to neighbour.
- 05/00908/FUL Windmill House (T.A. Fisher Ltd), Victoria Road. Single storey extension to office and stores. No objection.
- Recommendations under delegated powers received from West Berkshire Council:
- 04/03077/OUTD Land adjacent to 29-30 The Beavers. Four 2 and 3 bedroom houses with external parking.
Refusal - reason lack of S106 contribution.
- 05/00257/TELE56 Burghfield Water tower, Padworth Road. Addition of 6 antennas and 2 0.6m dishes to existing 35m tower. 2 small cabinets at ground level. No objections raised.
- 04/03087/FULD 6 King Street. Demolition of house and workshops, erection of two pairs of semi detached houses. Withdrawn.
- 05/00259/FUL 60-62 Victoria Road (Spratley’s Garage) Rear single storey extension to replace office space. Approved.
- 05/00331/OUTD Land adjoining and to rear of 14 Stephens Close. Construction of 3 residential units. Withdrawn.
- 05/00375/HOUSE 6 Orchard Road. Conservatory. Approved.
- 05/00340/FUL Wheats Farm, Nightingale Lane. Boarding kennels and cesspool, change of use. Withdrawn.
- 05/00181/HOUSE 3 The Avenue. Rooms within the roof space of bungalow. Refusal.
- 05/00243/FULD Land to rear of 33-37 West End Road. Erection of 7 dwellings following demolition of No 33. Refused for the following reasons:
1. Cramped form of development.
2. Impact on residential amenity
3. Highway refusal reason.
4. Lack of mitigation measures.
- 05/00329/OUTD Land adjoining 37 Stephens Close. Development of chalet bungalow, new access,

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| 05/00449/HOUSE | garage and replacement garage for No 37. Withdrawn. |
| 05/00603/HOUSE | 14 St John's Road. Conservatory. Approved. |
| 05/00603/HOUSE | Heath Cottage, Hammonds Heath. Conservatory and new bay window. Approved. |
| 05/00628/RESMAT | 81 The Avenue. Proposed rear extension, first floor roof conversion. Refused. |
| | Colt House, Sweetzers Piece. Demolition of existing dwelling and erection of 2 new dwellings. Refused. |
| | 1. Impact on area. |
| | 2. Overlooking of Pine Croft. |

Cllr Morden reported that there is much concern over the future of Mortimer Mens Club. It was understood that the application to demolish the club and Blewburton was put on hold until such time as an application setting out the developer's intention for the site had been received. On the list received from West Berkshire Council of planning decisions just received 05/00336/DEMO as "no objections received"! No officers were available for comment, the matter is being pursued.

Cllr Morden has attended two site visits with West Berkshire Councillors at The Colt House, Sweetzers Piece and 6 Church Farm Barns. Since this time the development in Sweetzers Piece has been refused and 6 Church Farm Barns is to go before the Eastern Area Planning Committee on Wednesday 18th May at which he will speak.

Notice of Appeals Received:-

Linden Homes are appealing West Berkshire Council's decision to refuse the amended application to erect 14 dwellings on Garth House, 34 St John's Road. This appeal will be considered co-jointly with the earlier application also refused. This appeal will be heard at a Public Enquiry on 16th and 17th August 2005 at West Berkshire Council's offices commencing at 10am.

Mrs A Dinnack is appealing against West Berkshire Council's refusal of planning consent for a property in the garden of St Catherine's, Sweetzers Piece.

Hampshire County Council has now approved the extraction of sand and gravel from the east side of Rampton's Lane. The site, after extraction, is to be restored to woodland and heathland. This site does not form part of the Burn's Common (Relief in Need Charity) but is owned by Englefield Estate.

05/77 **Update on Village Design Statement:** A meeting of the working party was held on 9th May 2005 which will be chaired by Cllr Shorrock. The members of the working party are to submit 6 bullet points to be considered at the next meeting on 24th May 2005. A draft will then be compiled for further consideration.

05/78 **Roads, Footpaths and Commons:**

- i. **Update on Brewery Common Title:** Nothing further to report.
- ii. **Update on Brewery Common gas main:** Cllr Davies reported that the gas main is in the process of being taken out and the new one installed into the highway. Once this is completed the Parish Council will then put in a claim for compensation from Transco on user basis.
- iii. **Update on continuous footpath/traffic calming The Street:** This has been referred back to the Roads, Footpaths and Commons Committee to discuss at their next meeting on 26th May.
- iv. **Update Car Park West End Road:** No reply received from the Fire Authority. Deferred until next meeting.

05/79 **Fairground, Trees and Amenities:**

Report: Cllr Blagden gave an update, and distributed a report, on the monthly Fairground maintenance. The Clerk reported that there had been a couple of incidents of unauthorised riding of horses on the Fairground (even across the Cricket pitch). The people in question have been written to asking them not to ride on The Fairground. After a lengthy discussion it was decided that the Council did not want to put up "no horse riding" notices on the entrances to the Fairground. The Clerk was asked to write to the owners of all the local stables asking them to advise users of their stables that horse riding is not permitted on the Fairground.

- i. **Annual Rospa Play Area Inspection Report:** Cllr Smith reported that the RoSPA annual safety inspection gave the play area a low/medium risk assessment. This means that there are no issues that require immediate action; a couple of items require some appropriate resource to be set aside; while routine maintenance measures should be adequate in other cases to reduce the assessment to low risk in future. The items causing most concern are the cradle swings, where the chains have become worn and need replacing; and the multi-play unit, where the clatter bridge needs replacing due to vandalism of the supporting wires. Other items are of low risk and can be corrected through a programme of controlled maintenance.
- ii. **Fairground Trust - update:** Cllr Davies reported that two notices have been put up on the

Parish Council notice boards saying the scheme can be inspected up until 26th May 2005. When that date has passed the Charity Commission will be informed and they will then seal the scheme when it will become fully effective.

- iii. **Update on Pavilion Project:** Cllr Smith reported that the London Marathon entry had been completed and it is expected to raise between £1,000 and £2,000 towards the project. He advised that an alternative estimate had been received at considerably less cost to build the new pavilion in oak instead of brick. The majority sense of the meeting was that it should be built in brick.
- 05/80 **Cemetery:** Cllr Thorpe reported that the contractor had reported problems in the lower church yard and in fact had been unable to mow this area because of the risk to his employees as a number of graves falling in and a lot of glass jars etc hidden in the grass. This has been passed to the Cemetery Committee who will report back.
- 05/81 **Communications Committee:**
- i. **Business Forum:** The next Business Forum will be on Thursday 16 June at 6:30pm in the Methodist Church Hall.
 - ii. **May Newsletter:** Cllr Blagden informed that the cost of printing the newsletter has been kindly met by a local company and another local company has contributed a donation. The only cost to the Parish Council for this issue was for the copy paper (£43.96) and expenses (£31.20). The Clerk will send a letter of thanks to the local companies in question.
 - iii. **Computer Courses:** Confirmation has been received from West Berkshire Council that the next course will start on the 17th May for six weeks and will take place in the evenings from 6:30pm to 8:30pm, as requested. The course will again be for a group of beginners who want to understand the basics of computers. It was unanimously agreed to pay £84 for hall rental as the Parish Council's contribution to the scheme.
- 05/82 1. **Update on Burghfield/Mortimer Neighbourhood Action Group:** Cllr Davies reported that he had attended a meeting of the Burghfield/Mortimer Neighbourhood Action Group on 26th April in Burghfield Village Hall. Other bodies represented included Thames Valley Police, West Berkshire Council, the Parish Councils of Burghfield, Wokefield and Aldermaston and Willink School. Cllr Davies read out his report and the topics discussed were speeding, antisocial behaviour, skate-boarding park in Burghfield and Police Comments in general. The next meeting of the BNAG is Tuesday 7th June, Burghfield Village Hall at 5pm and the representatives from SMPC are to be Cllrs Davies, Blagden and Philips. The Clerk reminded councillors of the Public Meeting on Monday 23rd May at 7pm in St John's Hall and asked if the Communications Committee could help with the refreshments.
- 05/83 **Update on The Rural Housing Trust Housing:** Cllr Morden reported that a meeting with the Rural Housing Trust officers is arranged for 12:30pm on Tuesday 17th May 2005. A report will be submitted to the next council meeting.
- 05/84 **Update on Leisure in the Rural Communities Initiative:** Cllr Smith reported that:
Skateboard Park: Still no progress on this project despite questions to local people and so no further work will be done in this area until volunteers come forward to set it up. It was decided that this project will now be closed.
Health Walks: These have been running for three weeks. Two people have been identified for West Berkshire Council's Walk Leader Training.
Youth Club: A very slow start for this project but the Youth in the Community Project Manager has been contacted and it is hoped that an initial meeting will take place later this month, with 6 volunteers.
- 05/85 **Update on War Memorial Book:** Held over for report next month.
- 05/86 **SMPC Annual Insurance Renewal and agree payment of £749.65:** The clerk advised that she and Cllr Davies (then Vice Chairman) met on Monday 25th April and reviewed the insurance schedule received from Allianz Cornhill and agreed that the only changes needed are:
1. To add councillors K Davies and A Thorpe to the personal accident age extension section of the policy from 75 to 80 years.
 2. Review the insurance of the play area equipment (the Clerk is currently reviewing this and any amendments can be added in at a later stage).
- The Clerk confirmed that they were happy with all other aspects of the renewal. A letter has been

received from the insurance company stating that:

1. No equipment (powered) must be used on Parish Council property (including the Fairground) except equipment belonging to the Council and is only to be used by a trained employee.
2. "We will only provide cover for work being carried out if the Parish Council's equipment is being used. We will not cover the use of individual's equipment".

The Clerk advised that she has written to the Fairground, Trees and Amenities Committee and advised them of this, especially in relation to the monthly Fairground Working Party.

05/87 **Report on Inspection of PAYE Contributions:** The Clerk advised that Cllr Philips had checked the Council's PAYE calculations and end of year returns and found them to be in order.

05/88 **Advice of Audit of SMPC Accounts for year ended 31.3.05:** The Clerk advised councillors that the Council have been called to audit by Messrs Hacker Young on the 29th July 2005. The accounts for the year ended 31st March 2005 will have to be approved at the next meeting to meet the audit deadline.

05/89 **Finance:** In accordance with the Council's Financial Regulations all the following items for payment were considered together. Cllr Lewis proposed that they be paid; Cllr Shorrocks 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. Bridgewood Landscape Services (grass cutting Alfred Palmer Field) £160.00.
- vii. Grant Cheques as agreed by 2005/2006 Budget:

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| Alfred Palmer Memorial Playing Field Committee | £870.00 |
| Burghfield & Mortimer Friday Club | £700.00 |
| Pang & Kennet Valley Countryside Project | £400.00 |
- viii. Thrive – gardening contract Cemetery - not submitted this month.
- ix. Allianz Cornhill Insurance Plc £749.65.
- x. Playground Management Ltd (RoSPA Report) £213.26 inc VAT.
- xi. Grabloader Ltd (soil for play area) £47.00 inc VAT.
- xii. Community Council for Berkshire (annual subscription) £75.00.
- xiii. Dads Shop Ltd £52.17 inc VAT
- xiv. Staples (stationery) not submitted.
- xv. The Post Office (stamps) £28.00.
- xvi. Forbuoys Ltd (delivery of newspapers) £4.35.
- xvii. Stewarts of Mortimer Ltd (Mortimer Link) £763.75.
- xviii. RBWM (Pension).
- xix. P Blagden (expenses) £31.20.

05/90 **Correspondence:**

- WBC - confirmation of date for planning road show for Councillors - 16th May 2005 at the Calcot Centre.
- Berkshire Association of Local Councils (BALC) AGM, Thursday 14th July.
- Pang & Kennet Valley Area Forum – Wednesday 25th May, Bradfield Village Hall

05/91 **Minor Matters/Future Agenda Items:**

None

Date of Next Meeting:

Thursday 9th June 2005 at 7:30 p.m.

The Meeting closed at 10:25 p.m.