



Stratfield Mortimer Parish Council

Minutes of Meeting

held on Thursday 9th June 2005 @ 7.30 p.m.

Present: Councillors: K Davies (Chairman), P Blagden, C Lewis, J. Morden, Mrs A Philips, T Shorrocks, P Challis, A Thorpe (until 9:15pm), D Ives, G Parry (until 9:40pm), Ms S Harding (until 8:30pm), Mrs J Kirk (Clerk).

Apologies: Councillors: G Puddephatt, S Clark, A Smith, and K Lock (District)

Declaration of Interest: Cllr A Philips 05/112(vi). A Thorpe 05/111

05/92 **Minutes and Matters Arising:**

Minutes:

The Minutes of the Annual General Meeting of 12th May 2005 were approved as a true record and signed by the Chairman.

The Chairman proposed to the meeting that the August meeting on the 11th August be dispensed with this year for ease of administration because of holiday commitments. This was put to the vote and passed by a majority of 9 to 1. It was therefore resolved that there will not be a meeting on the 11th August 2005 and that the routine (budgeted) accounts for payment may be paid between the July and September meetings and ratified at the meeting on the 8th September 2005.

Matters Arising: There were no matters arising.

05/93 **Report from District Councillors:** Cllr Harding reported that a planning application has been received from Sovereign Housing to convert the residential wing at Windmill Court into extra care flats. The detached house is being transferred to Sovereign ownership. Due to a council by-election on 5th May the control of West Berkshire Council is now with the Conservatives with a two seat majority. A council meeting will be held next Monday to discuss the arrangements for the termination of the Amey contract for the District Council.

Roads & Footpaths:

Cllr Harding reported that West Berkshire Council Highways Department are unwilling to permit the lay-by outside Budgens and they are suggesting a pelican crossing instead. This would need to go the Area Forum for funding if Budgens are unwilling to fund it. Highways also remain unwilling to mark out parking bay (parallel to the highway) outside Forbuoys and Cllr Harding has asked for sight of the regulation which forbids this. They inform that disabled badge holders can park for up to 3 hours on the double yellow lines opposite the Post Office so no change is needed.

Cllr Harding reported that both she and Cllr Lock think that it is a good idea to install a controlled crossing on The Street (past Kiln Lane) pending the new continuous footpath (but not instead of). West Berkshire Council officers are considering the options and this would probably need to go the Area Forum for funding. The Chairman advised that Cllr Shorrocks, Thorpe and himself of the Roads, Footpaths & Commons Committee had held an unofficial meeting with Cllr Lock on Monday 6th June regarding the parking issues and the continuous footpath etc. He said that the unofficial meeting should not have taken place and he has advised Cllr Lock and Mr Mark Edwards of West Berkshire Council Highways Department that the items discussed do not officially represent the views of Stratfield Mortimer Parish Council. He also apologised to Cllr Harding for not consulting her on this. **Cllr Harding** was asked to chase West Berkshire Council again to find out when the roundabout outside the Mortimer Hill development is to be installed.

05/94 **Planning:** Cllr Morden reported that the Committee had met once since the last Council Meeting on the 2nd June 2005 when 4 plans were considered.

05/01100/FUL

72 Victoria Road (Mortimer Surgery)

- a) removal of existing S.106 agreement and condition 3 of application 143793 (1998)
- b) Demolition of existing flat roof; addition to front of building etc. etc.

8 members of the public were present. The Chairman invited Dr Bradshaw to set out the reasons for the application after which committee members were invited to ask

questions. The Chairman then invited the objectors to explain their reasons for opposing the application. The committee members then asked questions.

The members then went into committee and it was resolved unanimously to object to the application for the following reasons:-

Whilst understanding the Practice's wish to extend and improve services, we consider that the present site is fully developed, and cannot cope with further development.

Parking is inadequate leading to extensive parking on adjacent roads.

The legal agreement of 1998 accepted that the site had reached capacity and no further development would be allowed.

Conditions have not altered since then and a growing village will necessitate more car visits.

The present proposal does not allow for turning on site for delivery vehicles and ambulances which will need to reverse onto a busy, and during surgery hours, a congested Victoria Road.

05/01063/FULD

Serena, Birch Lane. 4 bedroom dwelling.

Following the appeal against West Berkshire Council's refusal to allow 03/02414/FUL being allowed by the Planning Inspectorate an objection to the current proposal would appear futile notwithstanding a nominal increase in footprint. If anything the proposed front elevation is more in keeping with the surrounding properties.

No objection.

05/00729/ADV

Mortimer Hill. Temporary free standing signs, flag poles etc. No objection.

05/00856/HOUSE

57 College Piece. Single storey rear extension as garden room. No objection.

Recommendations under delegated powers received from West Berkshire Council:

05/00706/HOUSE

43 West End Road. Drop kerb. Approval.

05/00628/RESMA

Colt House, Sweetzers Piece. Demolition of existing dwelling and erection of 2 dwellings. Refusal.

05/00528/HOUSE

27 The Avenue. Two storey extension to side and add bedroom above existing garage and kitchen. Approval.

04/00199/LBC

Abbey Croft, The Street. 3 car garage, staff accommodation, pool changing room, plant room and sauna. Withdrawn.

05/00656/HOUSE

20 Victoria Road. Conservatory. Approval.

05/00752/HOUSE

7 The Avenue. Single storey extension. Approval.

05/00457/HOUSE

40 King Street. Loft conversion and second floor extension. Approval.

05/00661/FULD

6 King Street. Demolition of house and workshops. Two pairs of semi-detached houses. Approval

05/00099/FUL

6 Church Farm Barns. Change of use of land to residential. Approval.

05/00524/HOUSE

Hathaways Cottage, Kiln Lane. First floor rear extension. Refusal.

05/00583/LBC

Little Park Farm. Internal alterations. Approval.

The Garden House, The Street. Cllr Morden attending a site visit with members of the West Berkshire Council Eastern Area Planning Committee and the subsequent Eastern Area Planning Committee meeting, both in respect of Garden House, The Street. The site visit was informative to the West Berkshire Council members who took the opportunity to view the proposed extensions from the neighbour's property The Shambles. The application when put before the full committee was refused unanimously despite the Officer's recommendation to approve.

Mortimer Men's Club. The Parish Council have now received confirmation that a Section 3 order, approved by GOSE, was served on the developers staying the demolition of the building until such time as the proposal for the site has been re-submitted.

Sunnybanks, Kiln Lane (04/02572/HOUSE): An appeal against West Berkshire Council's refusal to allow development to the rear of Sunnybanks, Kiln Lane has been dismissed in part. Permission is granted for the port extension. Refusal for the rear extension for the following reasons:

1. West Berkshire Council's SPG's do not consider increase in floor space of 50% or more appropriate for dwellings in the countryside (the floor space was to be increased by 80%).
2. Out of character with existing, transforming a modest building to a much more substantial one which would not respect the scale of the original.

05/95

Update on Village Design Statement: Cllr Shorrocks reported that the working party met on the 24th May and it was determined to go forward and produce and publish a Village Design Statement. There will need to be public consultation to a high and detailed nature. The aim of the working party is to have the Village Design Statement ready for adoption at the Parish Council Meeting on the 8th June 2006. A timetable of public meetings has been produced, the first public meeting to be held in St John's Hall on the morning of Saturday 17th September 2005. The next meeting of the working party

is scheduled for Monday 27th June at 7:30pm in the Parish Office. **The Clerk** is to ask if Ms Paula Amorelli from Planning Policy, West Berkshire Council would be available to attend the meeting.

05/96 **Roads, Footpaths and Commons:**

Report: Cllr Shorrocks reported that he had been elected Chairman of the committee on a tied vote and that Cllr Smith had been elected Vice Chairman at the meeting on the 26th May. He outlined the main points the committee are to consider as it goes forward. Cllr Challis has raised the issue of the provision of an additional kissing gate on public footpath 30 on the Fairground to stop horses using it. **The Clerk** is to investigate this with the Rights of Way Officer and report back to the committee. The next meeting is on Thursday 30th June at 7:30pm in the Parish Office.

- i. **Update on Brewery Common Title:** The Chairman advised that the Land Registry is now happy to supply the title for Brewery Common and it is hoped that this will be dealt with quickly.
- ii. **Update on Brewery Common gas main:** The Chairman reported that the gas main has now been removed from the common into the highway and it is now proposed to submit a claim for compensation for trespass, plus costs and expenses, from Transco, **Clerk** to action.
- iii. **Update on installation of “dragons Teeth” Brewery Common:** The Clerk advised that further to Minute no 04/152, and now that the gas main has been removed, West Berkshire Council are now to arrange on behalf of the Parish Council for the installation of the dragons teeth as a matter of priority to secure Brewery Common within the agreed budget. **Clerk** to action.
- iv. **Update on Traffic/Parking Issues/Footpath The Street:** See Agenda items No 05/92 District Councillor’s Report and 05/102 Burghfield/Mortimer Neighbourhood Action Group.
- v. **Update Car Park West End Road:** No reply received from the Fire Authority chaser letter sent.
- vi. **New Seat The Street:** This was held over pending further information.
- vii. **To consider low level lighting:** The members of the Business Forum have asked if the Parish Council could consider providing low level bollard type pedestrian lighting around St John’s Church Car Park. This was referred to the Roads, Footpaths & Commons Committee to investigate and report back.

05/97 **Fairground, Trees and Amenities:**

Report: Cllr Blagden gave an update, and distributed a report, on the monthly Fairground maintenance and grass cutting for the Grazing Area. One of the tasks that was carried out this month was to assist the custodian in collecting large amounts of polystyrene thrown around the Fairground (this has been obtained from the Mortimer Hill building site)

- i. **Monthly Area Play Area Inspection Report:** The Clerk reported that Cllr Smith said there is nothing further to report following the recent Rospa inspection report. The Custodian has started to paint the play equipment and the Clerk is obtaining 4 quotes from authorised contractors for carrying out the actions on the Rospa Report and these will be referred back to the Fairground Committee in due course.
- ii. **Fairground Trust - update:** The Chairman reported that the legal obligation to advertise the new scheme had been complied with and The Clerk has sent back the appropriate form to the Charity Commission. The Charity Commission will seal the document and once this is received from them the Clerk will then write to all the 5 new trustees inviting them to arrange an initial meeting.
- iii. **Update on Pavilion Project:** No report as the meeting was cancelled. The Clerk reported that Cllr Smith hopes to have all the sponsor money for the London Marathon ready for banking next week.

05/98 **Cemetery:** Cllr Thorpe reported that Thrive have not carried out any work in the Cemetery since February and the Garden of Remembrance etc. is in need of weeding. The Clerk said that she had contacted Thrive and they will commence work in the Cemetery next week. A meeting of the Cemetery Committee was arranged for Wednesday 6th July at 7:30pm at the Cemetery and the clerk is to invite Ian Philips so that the Churchyard may also be looked at.

05/99 **Communications Committee:**

- i. **Business Forum:** The next Business Forum will be on Thursday 16 June at 6:30pm in the Methodist Church Hall.

- 05/100 **To Approve and Confirm that the Accounts for the Year 2004/2005 present fairly the financial position of Stratfield Mortimer Parish Council:** Copies of the accounts and Audit Return for the Year Ended 31st March 2005 were circulated to all members prior to the meeting. The RFO read out the details contained the eight points in Section 2 - Statement of Assurance Section of the Local Councils in England and Wales Annual Return for the year ended 31.3.05 and the declaration which said "We acknowledge as Members of Stratfield Mortimer Parish Council our responsibility for the preparation of the Statement of Accounts and confirm, to the best of our knowledge and belief, with respect to Section 1 - The Council's Statement of Accounts for the year ended 31 March 2005." This included the End of Year Bank Reconciliation and the Details of Variation Comments Sheet. The Chairman proposed that the accounts for the Year 2004/2005 be approved and it was unanimously resolved. The Chairman and RFO duly signed the accounts. **The Clerk** is to send the Annual Return to the External Auditor (Messrs Hacker Young) and in accordance with Audit Commission Act 1998 and the Accounts and Audit Regulations 2003 display Notices of Appointment of date of the Electors' Rights for the annual return on the two Parish Council Notice Boards to advise any interested person that the accounts are available for inspection (on application to The Clerk) from the 1st July to the 28th July 2005 (inclusive).
- 05/101 **To consider replacement of Kissing Gate with Oxford Kissing Gate on Footpath 40(F/G) to be provided by WBC but installed at a cost of approx. £210 to the Parish Council:** As requested the Clerk made enquiries regarding disabled access etc from the Rights of Way Officer at West Berkshire Council as the kissing gate is on a public footpath and is vested in the District Council who advised that the existing gate be replaced with the one above which could be supplied by themselves but would have to be installed at a cost to the Parish Council. It was the majority feeling of the meeting that the Clerk should go back to West Berkshire Council and say that the Parish Council are not in favour of paying for the installation cost and asking if they would consider bearing the full cost of the gate and installation.
- 05/102 **Update on Burghfield/Mortimer Neighbourhood Action Group and Public Meeting on 23 May 2005: (see also Agenda item 05/93).** The Chairman reported that he Cllr Blagden, Cllr Philips and The Clerk attended the Burghfield NAG Meeting on the 7th June. The results of the Public Meeting held in St John's Hall on Monday 23rd May were presented to the action group. A number of issues were identified and put into priority order. Parking was identified as the number one priority particularly outside Budgens and on yellow lines, outside St John's School, outside Forbuoys, on pavements outside Bank and Post Office. This was discussed at the NAG meeting and a list of actions identified to be problem solved. Andrew Garrett from West Berkshire Highways Department has agreed to review all the parking restrictions in Mortimer. The second point which is vandalism will be addressed at the next meeting of the NAG. The next meeting has been arranged for Tuesday 6th September at 5pm in Burghfield Village Hall. The Clerk is to display on the Notice Boards and Website a poster showing the results of all the issues raised at the public meeting.
- 05/103 **WBC Anti Social Behaviour Review:** This was held over until next month.
- 05/104 **Update on The Rural Housing Trust Housing:** Cllr Morden reported that there was a meeting with Mr Tom Booth an officer of the Rural Housing Trust which was attended by Cllrs K Davies, J Morden, A Thorpe and The Clerk on Tuesday 17th May 2005. Possible sites were considered to assess the practicability of pursuing further any specific sites. The RHT Officer is to consult with his colleagues and the land owners to ascertain their willingness to sell at the appropriate price which must be below normal development valuation in order for the houses to be affordable. In this respect it must be reported that the affordable housing units being erected on the Mortimer Hill site will be occupied by persons on the West Berkshire Council housing list. Despite all overtures people identified on the parish list will not be considered unless they are high enough on the West Berkshire Council list. Hence the need to pursue the Parish Council's own initiative through the Rural Housing Trust for local people.
- 05/105 **Update on new car park Mortimer Station.** A meeting has been arranged for Monday 20th June between Mr McDiarmid (Englefield Estates, landowner), Mr Crane (First Great Western Link), Cllrs Puddephatt, Davies and Harding, and the Clerk to progress the way forward.
- 05/106 **Update on Leisure in the Rural Communities Initiative:** The Clerk confirmed that the long awaited grant cheque of £2,000 has now been received from West Berkshire Council. Cllr Blagden reported: Health Walks continue at 10am on Tuesday Mornings. Weekend walks are also being

planned. Youth Club The first meeting of the volunteer group took place on 13th June. Support was given by Mr Gunter Schwarz from West Berkshire Council and Mrs Crossley (who runs the youth club in Burghfield Common). There is a large amount of paperwork and organisation that needs to be completed and there are about eight volunteers in the group.

- 05/107 **Update on War Memorial Book:** The Clerk reported that Cllr Smith has arranged for 3 colour photo-copies of the War Memorial book to be done and it hoped to have this completed by the end of next week.
- 05/108 **Code of Conduct Training Sessions Tuesday 28th June 2005:** The following councillors are to attend the Code of Conduct Training to be held at Market Street Newbury:
4:30pm: Cllrs Lewis, Ives, Parry, Blagden, Shorrocks, Davies, Morden and The Clerk
6:30pm Cllrs Challis and Mrs Philips.
Clerk to action.
- 05/109 **BALC New Councillor Training Session Thursday 23rd June 2005 at a cost of £10 per head:** It was unanimously agreed that Cllr Ives may attend the above new councillor training session at the Beansheaf Community Centre Calcot at a cost of £10. **Clerk to action.**
- 05/110 **New Licence Arrangements for Open Spaces.** This was held over until next month.
- 05/111 **Burghfield & Mortimer Volunteer Bureau grant for £1,000 for year 05/06:** Further to the Finance and General Purposes Meeting held on 23 November 2004 the making of a grant to the Volunteer Bureau was considered. Cllr Shorrocks proposed that a grant of £1,000 be paid to the Burghfield & Mortimer Volunteer Bureau for the year 05/06 and Cllr Blagden seconded this and it was unanimously resolved. **The Clerk to action.**
- 05/112 **Finance:** In accordance with the Council's Financial Regulations all the following items for payment were considered together. Cllr Morden 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. RBWM (Pension).
 - vi. Ian Philips (grass cutting Cemetery/Churchyard and spraying paths) £638.85 inc VAT.
 - vii. Bridgewood Landscape Services (grass cutting Alfred Palmer Field) £160.00.
 - viii. Stewarts of Mortimer Ltd (Mortimer Link) £734.38
 - ix. Forbuoys Ltd (delivery of newspapers) £3.48
 - x. Thrive - gardening contract Cemetery - not submitted this month as no work carried out.
 - xi. Dads Shop Ltd £108.97 inc VAT.
 - xii. Staples (stationery) £90.09 inc VAT.
 - xiii. Thames Water (water trough Fairground) £6.43.
 - xiv. F Feline (internal auditor) £75.00.
 - xv. Clarks Solicitors (re Brewery Common) £973.85 inc VAT.
 - xvi. R M Weavers - grass cutting Fairground (front) April and May and (Grazing Area) £511.38 inc VAT.
- 05/113 **Correspondence:**
- Letter from Mr Bushnell
 - Letter from Dr Collins
 - Invitation to CCB AGM on 6th July
- 05/114 **Minor Matters/Future Agenda Items:** None
Date of Next Meeting: Thursday 14th July 2005 at 7:30 p.m.
The Meeting closed at 10:15 p.m.