



Stratfield Mortimer Parish Council

Unadopted Minutes of Meeting

held on Thursday 14th July 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, D Ives, G Puddephatt, S Clark, A Smith, Ms S Harding (from 9:15pm), Mrs J Kirk (Clerk) and 1 member of the press.

Apologies: Councillors: N Kiley and K Lock (District)

Declaration of Interest: Cllr A Philips 05/112 and 05/138(vi), Cllr C Lewis 05/120(iii) and Cllr G Puddephatt 05.120(iii).

05/115 Minutes and Matters Arising:

Minutes:

The Minutes of the Meeting of 9th June 2005 were approved as a true record and signed by the Chairman.

Matters Arising: The Clerk reported that the item New Licence Arrangements and Open Spaces in the Public Realm (05/110) held over from the last meeting had been completed and returned to WBC as it was an internal audit on areas of Public Open Spaces which was due to be submitted by 30th June.

05/116 Report from District Councillors: No report

05/117 Planning: Cllr Morden reported that the Committee had met twice since the last Council Meeting on the 20th June and 12th July 2005 when 8 plans were considered.

05/01218/FULD Land to rear of 33-37 West End Road. Erection of seven dwellings following demolition of No 33. Object:

1. Back land development.
2. Cramped form of development.
3. Highways: The access road is not sufficiently wide to permit passing which could cause a traffic hazard on West End Road should an entering vehicle be unable to obtain unimpeded entrance.
4. Plot 6 (3 storey property) overlooking of adjacent properties.
5. Plot 1 is moved west of the existing property footprint closer to adjacent bungalow causing loss of amenity as there are 4 windows, including lounge on the eastern elevation of No 35.

05/01107/HOUSE 60 The Crescent. Ground floor extension to dining room. No objection.

05/01172/HOUSE 26 King Street. Demolition of single storey part of house, erection of two storey extension and conservatory. No objection.

05/01218/FULD Land to rear of 33-37 West End Road. Erection of seven dwellings following demolition of No 33. Object:

1. Overdevelopment of site with resulting loss of garden amenity on adjacent existing properties.
2. Insufficient parking provision.
3. Plot 1 property is west of existing (to be demolished) footprint resulting in loss of amenity and light in windows of No 35 West End Road.
4. Plot 6 property is over tall (3 storey property) resulting in overlooking of adjacent properties.
5. Highways: in order to obtain the splays and width required the developers have apparently usurped land to the east from Berkshire Fire and Rescue. Until title can be proved proper access cannot be confirmed.
6. There are disputes over most of the boundaries as shown on the site plan. Notwithstanding that this is a civil matter no objective decision can be made until such time as the true site area can be confirmed.

05/01263/HOUSE 81 The Avenue. Rear extension/first floor roof conversion. No objection.

05/01416/REM The Colt House, Sweetzers Piece. Demolition of existing dwelling and erection of 2

- new dwellings. No objection
- 05/01321/FUL Horse & Groom, The Street. New rear pitched and flat roof extension for dining and toilets. Internal alterations. Lowering of front window sills height. No objection.
- 05/01464/FULD Abbots Lodge, The Street. Conversion of existing garage into ancillary living accommodation. No objection subject to the converted garage being tied irrevocably to the main house.
- Recommendations under delegated powers received from West Berkshire Council:
- 05/00729/ADV Mortimer Hill Farm Site. Temporary free standing signs, flag poles etc. Approval – condition 1. The permitted advertisements shall be removed from site within 28 days of sale or let of last property or within 5 years of date of consent whichever is the sooner.
- 05/01100/FUL Mortimer Surgery A. Removal of existing S106 agreement and condition 3 of application 143793. B. Addition to front of building, new single storey extension etc.
- Refusal
1. Contrary to a number of environmental and planning guidance.
 2. Road safety.
 3. Impact on trees and vegetation.
 4. Poor design and siting set forward of the existing building line. Detrimental impact.
- 05/01063/FULD Serena, Birch Lane. Amendments to 03/02414 for construction of two storey detached dwelling. Refused by WBC but allowed on appeal. The recommendation is for Refusal of the amendments. The application as allowed by the inspector should be adhered to.
- Cllr Morden reported that there is to be a discussion to bring forward the Local Development Framework for West Berkshire on Wednesday 3rd August 10am to 1pm at Newbury RFC. It was agreed that Cllrs Morden and Shorrock attend. **The Clerk** to arrange.
- 05/118 **Update on Village Design Statement:** Cllr Shorrock reported that the working party met on the 27 June. They have drawn down statements from the West Berkshire Local Plan and are moving towards the public meeting to be held in St John’s Hall on Saturday 17th September. This meeting will be advertised in the September Newsletter along with a short questionnaire.
- 05/119 **Roads, Footpaths and Commons:**
- Report:** No report. Next Committee meeting to be arranged. The Chairman reported that the grass areas of Brewery Common are in a terrible state with weeds and nettles etc. It was agreed that **The Clerk** arrange a meeting with West Berkshire Council to discuss the management contract. A meeting has been arranged with Mark Edwards of West Berkshire Council and Cllr Lock on 19th July at 10:30am. to look at the layby outside Budgens and the possible provision of a parking space opposite the Pot Office Cllrs Shorrock, Ives, Thorpe and Philips are to attend.
- i. **Update on Brewery Common Title:** Nothing further to report.
 - ii. **Update on Brewery Common gas main compensation claim:** The Chairman reported that the Clerk has asked West Berkshire Council to act for the Parish Council and has also approached the District Valuer’s Office for the necessary valuation.
 - iii. **Update on installation of “dragons Teeth” Brewery Common:** Held over as West Berkshire Council are still waiting for quotes.
 - iv. **Update on Traffic/Parking Issues/Footpath The Street:** Following the meeting with Mark Cole on the 10 March this year. West Berkshire Council have made no attempt to arrange the promised site meeting. **The Clerk** to write to Highways Department requesting a date for this meeting. It is the view of the council that while they are not opposed to a pedestrian crossing on The Street they are opposed to one in lieu of a continuous footpath. **The Clerk** was also asked to write to West Berkshire to chase yet again when the roundabout at the site entrance is to be constructed at it was a planning condition that it should be in place before building work commenced and construction work is now well commenced. It was also agreed to ask for a site visit of the Mortimer Hill development and confirmation that the correct number of houses are being built. **The Clerk** was further asked to write to West Berkshire to put into effect the procedure for lowering the speed limit from 40 mph to 30 mph in the Street.
 - v. **Update Car Park West End Road:** The Chairman reported that the Fire Authority have sent the Parish Council a proposed new lease which would mean giving up a right to protected business tenancy. This has been forwarded to West Berkshire Council for legal advice. It was unanimously agreed that **The Clerk** look into the provision of a disclaimer sign for the car park.

- vi. **New Seat The Street:** The Clerk informed the council that McNicholas have obtained and paid for a new seat to replace the seat damaged in the Street (opposite St John's Church) and have confirmed that it is ready for installing. Cllr Puddephatt proposed that the Parish Council make a provision of up to £80 for the installation of the seat if needed (as it is unclear whether McNicholas are to install the seat). This was unanimously agreed.

05/120 **Fairground, Trees and Amenities:**

Report: Cllr Blagden gave an update, and distributed a report, on the monthly Fairground maintenance. Because of holidays there will be no monthly maintenance session in August. The next working party will be on Saturday 3rd September. The pond dip organised by the Pang & Kennet Valley Project took place on the 18th June and approximately 25 families took part. The Clerk reminded the meeting that work involving equipment raises serious questions involving insurance cover.

- i. **Monthly Area Play Area Inspection Report and to agree a figure up to £3,000 for repairs highlighted by Rospa Report:** Cllr Smith proposed that following the Rospa Report in April that a provision of up to £3,000 be made available to cover off the medium risk items, these being a) replace clatter bridge on the multi-play unit and b) replace the shackles etc on the infant swings. This was seconded by Cllr Blagden and unanimously agreed. Cllr Smith reported that he and The Clerk had met with a contractor (after obtaining 3 quotes) who hopes to be able to implement the work at the beginning of August.
- ii. **Update on Pavilion Project, SEEDA Grant application and to agree a figure up to £1,325 for planning application fees and approx £500 for architect's fees for the new pavilion:** Cllr Smith proposed that up to £1,500 be spent on planning application fees and up to £500 for architect's fees (already budgeted for in 05/06 budget). This was seconded by Cllr Lewis and carried by a majority vote. Cllr Smith reported that the working party are in the process of completing the SEEDA grant application which has been broken down into 20 segments and being completed by various members of the council and public.
- iii. **Fairground Trust:** Cllr Lewis and Cllr Puddephatt declared an interest (as trustees) and left the room. The Chairman read out a letter from the Stratfield Mortimer Fairground Trustees. After a discussion Cllr Morden proposed that the Parish Council agree to loan of £500. In addition to the £500 all costs and incidental expenses for setting up the lease in the first instance to be met by the Parish Council, half to be refunded when the lease has been set up and offset against the rent and the Parish Council are awaiting the trustees decision whether there should be a joint approach to the District Valuer. This was seconded by Cllr Shorrock and carried unanimously. **The Clerk** to write to the trustees.

05/121 **Cemetery:** Cllr Thorpe reported that the Cemetery Committee met on the 6th July commencing with a site visit at the Cemetery, where the contractor Ian Philips attended to explain his health and safety concerns about certain graves/areas of the churchyard namely uneven ground, collapsing graves and glass receptacles etc. Cllr Thorpe read out a draft letter to the Church outlining these dangers and saying the contractor will not be able to carry out the mowing the areas identified as a problem until they have been rectified and asking for a meeting to discuss. A further draft letter to Thrive was read out asking for a meeting to discuss the current work programme. It was unanimously agreed that both letters be sent. It was also reported that both seats in the cemetery are broken and beyond repair. The committee recommend that these be removed and replaced with one new one to be re-sited in a more suitable position. Cllr Thorpe was elected Chairman of the Cemetery Committee at the committee meeting for the coming year.

05/122 **Communications Committee:** Cllr Blagden reported that the Business Forum took place on 16th June although only 4 members from local businesses were in attendance. The topics discussed were, The Neighbourhood Action Group, Car Parking, A local businesses web site, should the Business Forum continue. The next meeting is planned for September. Issue 5 of the Parish Council Newsletter is planned for distribution on 10/11th September.

- i. **To consider funding hall rental for two further computer courses (WB Council for 10 people) at a total cost of £198.00:** Cllr Blagden advised that another six week computer course had been planned for September and also a three week beginner's course in the use of MS Publisher. Cllr Clark proposed that £198 be spent on hall rental. This was seconded by Cllr Smith and unanimously agreed.

- 05/123 **AWE Local Liaison Committee Meeting Report (Circulated):** A report from Mr W Taylor (LLC Representative for Stratfield Mortimer Parish Council) on the AWE Local Liaison Committee Meeting on the 9th June 2005 (already circulated). A full copy of the report and supporting documents will be held in the Parish Office.
- 05/124 **Willink Leisure Centre, Joint Management Committee Report and payment of annual invoice of £7,274.90:** Cllr Morden reported that he attended (as SMPC representative) the Annual General Meeting of the Management Committee on 21st June 2005. Dr Royce Longton was elected Chairman and Cllr Morden was elected vice-Chairman. The matter of signage to the Willink Leisure Centre from Mortimer is still being pursued with the Highways Department. Planning approval for the installation of floodlights has now been received and work is due to start during the summer break. All the astro turf areas, tennis, netball and football areas will be lit thereby extending usage until 10pm each weekday. The total usage for 2004/05 was 102,492. The siting of a skateboard park within the school curtilage met with a refusal from the school governors. Burghfield Parish Council requested SMPC to add weight to their attempt to persuade the Willink Governors to change their minds and it was unanimously agreed not to support this motion. Cllrs Morden and Thorpe declared an interest and did not vote.
- 05/125 **WBC Anti Social Behaviour Review:** The Chairman reported that this report will be available in the Parish Office for inspection.
- 05/126 **Update on The Rural Housing Trust Housing:** No update.
- 05/127 **Update on new car park Mortimer Station.** A meeting was held on Monday 20th June between Mr McDiarmid (Englefield Estates, landowner), Mr Crane (First Great Western Link), Cllr Puddephatt, Cllr Davies and the Clerk. Cllr Puddephatt reported that Mr Crane was happy in principle about access from the proposed car park to the station but he warned that First Great Western Link's franchise is likely to be transferred to another operator in the near future. It is intended to have further discussions with Englefield Estates and WBC planning department.
- 05/128 **Update on Leisure in the Rural Communities Initiative:**
i. to pay for purchase of mini tennis nets for £149.05 inc VAT. Cllr Smith proposed that the invoice for £149.05 be paid (from the £2,000 grant received for Leisure in the Community Grant from WBC), this was unanimously carried. **Clerk** to add these to the Parish Council Asset Register.
- 05/129 **Update on War Memorial Book:** The Clerk reported that Cllr Smith had kindly arranged for three copies of the War Memorial Book to be made at no cost to the council. The Clerk had purchased special folders at a cost of £37.92 and the copies can now be distributed. One copy is to be held in the reference section of Mortimer Library. The original book has now been returned to St Mary's School.
- 05/130 **Timetable for implementing the Clean Neighbourhoods and Environment Act 2005:** The Chairman reported this act is coming into force next year which will give the Parish Council powers regarding litter etc. He said he will report on this again when further guidance is available.
- 05/131 **Update on Flood Alleviation Scheme:** The Clerk read out a report from Mr G Mayes which says Thames Water still intend taking no action to prevent future pollution of Foudry Brook from the manhole in Grazeley Road. They will however look into the condition of the Victorian Pumping Station and its maintenance. The Environment Agency have given notice that they are to carry out improvement works to the flood defences on Foudry Brook between the existing flood defences along the Street. Mr Mayes has said there is growing national awareness following recent floods in Yorkshire (2 inches rainfall per hour). This could have implications for Mortimer especially on Monktons Brook which feeds into Foudry Brook at Tun Bridge. Typically drainage systems are designed for one inch per hour and it is likely that the Victorian brick culvert from Mortimer Lane to Tun Bridge is under designed. The Mortimer Hill development will worsen the current situation if SUDS (Sustainable Urban Drainage Systems) drainage has not been included in the approved designs. Future sewage flows down the Street from Mortimer Hill to the sewerage work are unknown and the effect on the system will only be known when the development is completed. The council gave a vote of thanks to Mr Mayes for his work on flooding issues.
- 05/132 **Code of Conduct Training Sessions:** The Clerk gave out copies of the hand-outs given at the WBC Code of Conduct Training Sessions to the councillors who did not attend.
- 05/133 **Standards Committee, Parish Representation:** The Chairman proposed that Cllr Clark's name be put forward for nomination onto the Standards Committee. **The Clerk** to inform WBC.
- 05/134 **Resolution: To ask the Chairman, Vice-Chairman and Clerk to look into and clarify the**

working practices for producing minutes, agendas and dates of meetings: The Chairman proposed the above resolution which was unanimously carried.

05/135 **To consider the Clerk attending the 22nd SLCC Annual Conference in Stratford-upon-Avon 7-10 October at a cost of £362.50:** Proposed by Cllr Davies and seconded by Cllr Clark. Carried.

05/136 **To consider re-subscribing to DIS (Direct Information Service) at an annual cost of £105.75 (inc VAT) 26 issues:** Proposed by the Chairman and carried unanimously. **The Clerk** to action.

05/137 **To agree out-of-pocket expenses of £50 for K Davies:** Proposed by Cllr Clark and seconded by Cllr Shorrock. Carried.

05/138 **Finance:** In accordance with the Council's Financial Regulations all the following items for payment were considered together. Cllr Clark proposed that they be paid; Cllr Puddephatt 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) £497.85 inc VAT.
- vii. Bridgewood Landscape Services (grass cutting Alfred Palmer Field) £160.00.
- viii. Stewarts of Mortimer Ltd (Mortimer Link) £763.75 inc VAT
- ix. Forbuoys Ltd (delivery of newspapers) £3.57
- x. Thrive (Cemetery Maintenance June) £45:00 + £44 for plants for Garden of Remembrance total £89.00.
- xi. Dads Shop Ltd - not submitted.
- xii. B.T. (quarterly telephone bill Parish Office) £196.22 inc VAT.
- xiii. Open Spaces Society (annual subscription renewal) £30.00.
- xiv. SLCC (The Clerk's Manual updates 2005) £7.00.
- xv. West Berkshire Council (photocopying charges) £150.34 inc VAT
- xvi. St John's Hall Management Committee (hall rental) £60.00
- xvii. The Post Office (stamps) £30.00.
- xviii. D G Nickless (sign writing Community Award Board and Chairman's Board St John's Hall) £57.00.

05/139 **Correspondence:**

None.

05/140 **Minor Matters/Future Agenda Items:** None

Date of Next Meeting: Thursday 8th September 2005 at 7:30 p.m. **Please note there will not be a meeting in August.**

The Meeting closed at 10:15 p.m.