



Stratfield Mortimer Parish Council

Unadopted Minutes of Annual General Meeting

held on Thursday 11 May 2006 @ 7.30 p.m.

Present: Councillors: K Davies, C Lewis, J. Morden, P Challis, D Ives, A Philips, P Blagden, S Clark, N Kiley, S Harding (until 9:20pm), G Puddephatt, A Smith, A Thorpe, T Shorrocks and Mrs J Kirk (Clerk). 3 members of the public were present.

Apologies: Councillor: K Lock (District).

Declaration of Interest: Cllr Philips item no 06/79 (ix).

06/61 **Election of Chairman for 2006-2007:** Councillor K Davies was proposed as Chairman for 2006-2007 by Cllr Thorpe seconded by Cllr Morden 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.

06/62 **Election of Vice-Chairman for 2006-2007:** Two nominations were put forward for vice Chairman and the Chairman proposed that we retain the system of having one Vice-Chairman; this was seconded by Cllr Harding and approved by a majority vote. The Chairman put forward a further proposal that the election be decided by a paper ballot and this was seconded by Cllr Harding (in accordance with the Standing Orders if two councillors ask for a paper ballot it can be forward for a decision by the council). Councillor A Smith was nominated as Vice-Chairman for 2006-2007 by Cllr Puddephatt, seconded by Cllr Lewis and Cllr Clark was nominated as Vice-Chairman for 2006-2007 by Cllr Shorrocks and seconded by Cllr Morden. A paper ballot then took place and Cllr Clark was elected by 9 votes to 5. Councillor S Clark was duly elected as Vice-Chairman for the coming year and signed the Declaration of Acceptance of Office, which was witnessed by The Clerk.

06/63 **Nomination of Committee Members for 2006-2007:**
Chairman and Vice-Chairman are ex officio on all Committees.

a) Planning:	Cllrs: J Morden, P Challis, Mrs A Philips, A Thorpe, D Ives, T Shorrocks, N Kiley, G Parry (to be confirmed)
b) Roads, Footpaths & Commons:	Cllrs: P Challis, A Smith, Mrs A Philips, A Thorpe, T Shorrocks, D Ives, G Puddephatt.
c) Fairground, Trees & Amenities	Cllrs: P Blagden, C Lewis, A Smith
d) Cemetery:	Cllrs: A Thorpe, P Challis, C Lewis, G Puddephatt
e) Finance & General Purposes:	Fixed Membership
f) Communications:	Cllrs: P Blagden, T Shorrocks, D Ives, G Puddephatt

06/64 **Appointment of Other Representatives 2006-2007:**

a) Burghfield & Mortimer Volunteer Bureau:	Cllr A Philips
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) Clarke's Educational Charity:	Mr R Peters
g) Fairground Charity:	Deferred to next meeting.
h) Play Area Inspector:	Cllr A Smith
i) Burghfield & Mortimer Neighbourhood Action Group	Cllrs: Ives and Philips

06/65 **Minutes and Matters Arising:**

Minutes:

The Minutes of the Meeting of 13th April 2006 were approved as a true record and signed by the Chairman.

Matters Arising:

- 06/54 Cllr Morden read out letter sent to West Berkshire Council regarding future leisure management arrangements (Willink Leisure Centre).
- 06/60 The Clerk reported that she had contacted the tree officer who has since visited the trees by the mini roundabout at Stephens Road and has confirmed that the trees will not be cut down and has allocated a job number to crown clean the trees. He also confirmed that the work on the trees near Heathfield in Victoria Road had been authorised.

06/66 **Resolution: that the Roads, Footpaths & Commons Committee be requested to set up a working party to investigate whether additional street lighting in the village would now be either feasible or desirable:** Cllr Clark proposed the above resolution and Cllr Thorpe seconded it and it was unanimously agreed. Working Party to be set up at the next Roads, Footpaths & Commons Committee Meeting.

06/67 **Report from District Councillors:** Cllr Harding asked the council to consider locations for the vehicle activated signs. She reported on the new West Berkshire appointments.

06/68 **Planning:** Cllr Morden reported that the Committee had met once since the last Council Meeting on the on the 20th April 2006 when 5 plans were considered.

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| 06/00754/HOUSE | 5 Windmill Road. Two storey rear and side extension. Demolition of existing garage. No objection. |
| 06/00760/FUL | The Cottage, Nightingale Lane. Demolition of existing cottage and outbuildings. Erection of replacement dwelling. No objection. |
| 06/00805/FULD | Land to rear of Birch Cottage, Birch Lane. Dwelling house (revised scheme). |
| 06/00835/FUL | 3 Hammonds Heath. Detached dwelling with double garage (re-submission of approved application 04/02468). Object. <ol style="list-style-type: none"> 1. This is substantially larger than the earlier approved application and will be out of keeping with adjacent properties. 2. Over dominant on a highly visible site on the east side of the Fairground and will be detrimental to the view from the public recreation ground. |

The following Officers recommendations have been received from West Berkshire Council:

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| 06/00283/HOUSE | 12 Orchard Road. Side extension at 1 st floor level and alterations to dormers. Approval. |
| 06/00408/HOUSE | 15 West End Road. Conservatory. Approval. |
| 06/00433/FUL | Fire Station, 25 West End Road. Installation of a radio base station comprising of a 2.5m house extension to the drill tower. 3 antenna, one 600mm dish, t300mm dishes etc. <u>Refusal</u> . This application was considered at the Eastern Area Planning Meeting on the 19 th April. Parish Councillor J Morden spoke against the proposal as did District Councillors S Harding and K Lock. The reason for refusal was the excessive height causing it to be a ‘dominant visually intrusive feature’ in the centre of the village resulting in a loss of visual amenity. It is interesting to note that notwithstanding the Radiological Protection Board stating that any detrimental emissions are “not proven”, the Health and Safety Executive require the equipment to be reduced to half power before any maintenance work is carried out. Hence the tower is rarely, if ever, used by the Royal Berkshire Fire and Rescue Service for practice. |
| 06/00475/HOUSE | 67 The Avenue, Change bungalow to two storey dwelling. Approval. |
| 06/00542/HOUSE | 20 Stephens Firs. Two storey side extension. Approval. |

When the Planning Committee considered 06/00675 – land adjacent to 40 West End Road for the erection of 2 new houses it was believed and the drawings implied that vehicular access would be to the rear via a lane running off St Mary’s Road and we had no objections. We now understand that this lane is in private ownership and the owners are refusing rear access. The Parish Council have written to West Berkshire Council noting that a revised application will now be required and we reserve our right to comment further in due course.

06/69 **Update on Village Design Statement:** Cllr Shorrocks reported that we are still waiting for comments and feedback of the first draft of the Village Design Statement from West Berkshire Council.

06/70 **Roads, Footpaths and Commons:** Cllr Ives and the Clerk are pressing McNicholas regarding the renovation of the verges.

- i. **Update on Brewery Common Registration of Title:** The Parish Council’s solicitors have written advising that the issue of the boundaries has still not been settled between a resident of

Brewery Common and the Land Registry and the resident concerned has now engaged a solicitor.

- ii. **Update Car Park West End Road:** We have received a letter from the owners of 33 West End Road adjacent to the Fire Station Car Park complaining that the boundary fencing has been damaged presumably by a vehicle using the car park. The matter has been referred to West Berkshire Council's Legal Department.

06/71 **Fairground, Trees and Amenities:**

Report: No report.

- i. **2006 Rospa Play Area Safety Inspection Report:** Cllr Smith reported that the annual safety check report had been received and the one thing that they had marked as medium risk related to the shackles and chains on the baby swings and this has now been rectified. The litter bins in the play area have recently been vandalised and set on fire with a lot of glass broken scattered over the play equipment. Cllr Smith thanked Cllr Blagden and Sarah Morland for their help in clearing up the glass and making the area safe. It was agreed to send a letter of thanks to Sarah Morland.

- ii. **Tennis Court Surface Repair:** The Clerk read out a letter from the Tennis Club which reported that the roots from the trees beside the tennis court have extended under the tennis court and are causing humps to appear in a couple of places in the playing surface. It was agreed that as this could be a potential hazard (as one hump is on the tramline at the back of the court) the problem needs to be rectified. The Clerk has obtained:

1. A quotation from Butlers Lands for digging a trench on the outside of the court and for installing Terram Rootguard at a cost of £463.00 plus VAT.
2. A quotation from Court Solutions (the company who spray painted the courts two years ago) to rectify and re-paint the two damaged areas at a cost of £450.00 (the combined total is £913). A second quotation was obtained from Surface Renovations for £1,600 for the complete job.

It was agreed to proceed with item 1 above and once satisfied that the roots had declined to proceed to item 2. Cllr Puddephatt proposed that the work for Item 1 be carried out at a cost of £463.02 plus VAT, this was seconded by Cllr Shorrocks and carried. The Clerk to action.

- iii. **Pavilion Project:** Held over.

- iv. **Fairground Trust:** The Chairman reported that the day before a draft lease had been received from Messrs Anthony Collins (the Trustees solicitors). It was agreed to pass this to the Finance and General Purposes to consider and to report back to the next full council meeting.

06/72 **Cemetery:** No report.

06/73 **Communications Committee:** Cllr Blagden reported that the May Newsletter had been produced and was to be distributed the following weekend. He thanked Cllr Shorrocks for his help with the Newsletter.

06/74 **Clean Neighbourhoods and Environment Act 2005:** Information previously circulated. Noted.

06/75 **SMPC Annual Insurance Renewal and premium of £785.68:** The Chairman reported that he and the Clerk had checked through the insurance renewal and were satisfied that the insurance cover is adequate and it was agreed to renew the policy with Allianz Cornhill.

06/76 **Mortimer Link (mini bus to Station) Update:** Cllr Shorrocks reported that the revised cost for the period 1.3.06-28.2.07 for the Mortimer Link service agreed with Stewarts will be £10,800. Grants have been secured of £6,000 from West Berkshire Council and £2,500 from Stratfield Mortimer Relief in Need Charity with Stratfield Mortimer Parish Council's contribution being £2,300 a similar figure to the previous year's contribution. Cllr Shorrocks proposed that the Parish Council continue to support the service for the current year up to £2,500. This was seconded by Cllr Thorpe and unanimously agreed. It was also agreed that Cllr Shorrocks and The Clerk could finalise the new agreement with Stewarts.

06/77 **To consider discontinuing annual subscription to Berkshire Association of Local Councils £659.48:** After discussion it was agreed to continue with the subscription to BALC for the coming year from 1st June 2006.

06/78 **Update on Parish Plan Action Plan for West Berkshire Council:** The Clerk reported that the

Chief Executive of Berkshire has asked for an update of the Parish Plan Action Plan for the West Berkshire database. It was agreed to ask the original members of the Parish Plan Working Party to review the Action Plan.

06/79 **Finance:** In accordance with the Council's Financial Regulations all the following items for payment were considered together. Cllr Puddephatt proposed that they be paid; Cllr Smith 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. Stewarts of Mortimer Ltd (Mortimer Link) £900 inc VAT.
- vii. Forbuoys (newspapers) £4.75.
- viii. Caudwell Communications Ltd (telephone Parish Office) direct debit £28.68 inc VAT
- ix. Ian Philips (grass cutting Cemetery) £166.00 inc VAT.
- x. Bridgewood Landscape Services (grass cutting Alfred Palmer Field) £160.00.
- xi. West Berkshire Council (Mortimer's contribution towards Willink Leisure Centre 06/07 £7,494.02
- xii. Berkshire Association of Local Councils Annual Subscription £659.48.
- xiii. Grant Cheques as agreed by 2006/2007 Budget:

Alfred Palmer Memorial Playing Field Committee	£870.00
Burghfield & Mortimer Friday Club	£200.00
Pang & Kennet Valley Countryside Project	£400.00
Volunteer Bureau	£1,000.00
St Johns & St Mary's Church	£1,500.00
Handybus	£250.00
- xiv. Allianz Cornhill Insurance Plc £749.65.
- xv. Playground Management Ltd (Rospa Report) £115.15 inc VAT.
- xvi. Staples (stationery) £124.89 inc VAT.
- xvii. Fieldwork Rest & Play (new shackles/rods to 3 cradle swings) £194.86 inc VAT.

06/80 **Correspondence:**

1. SPISE Newsletter.
2. WBC Road Safety Team Newsletter.
3. WBC Highway Improvement Programme for West Berkshire 2006/2007.
4. WBC Official notice of the road closure at Alfeys Bridge from Monday 22nd May until completion which is programmed for Friday 18th August.

06/81 **Minor Matters/Future Agenda Items:**

1. The Chairman proposed that as last year no meeting be held on the 10th August for ease of administration because of holiday commitments. This was put to the vote and passed by a majority of 9 to 4. It was therefore resolved that there will not be a meeting on the 10th August 2006 and that the routine (budgeted) accounts for payment may be paid between the July and September meetings and ratified at the meeting on the 14th September 2006.
2. Cllr Ives reported that Insp. Cartwright had written to the Parish Council asking if someone could be a co-ordinator for Neighbourhood Watch in the village as certain streets that had suffered criminal damage this year do not have a Neighbourhood Watch Scheme. Cllr Ives has volunteered to do this.
- 3.

Date of Next Meeting: Thursday 8th June 2006 at 7:30 p.m.

The Meeting closed at 9:50pm