



Stratfield Mortimer Parish Council

Unadopted Minutes of Meeting

held on Thursday 8 June 2006 @ 7.30 p.m.

Present: Councillors: K Davies, J. Morden, P Challis, D Ives, A Philips, P Blagden, S Clark, A Thorpe, T Shorrocks, C Lewis (from 9pm (06/90), Cllr K Lock (District) and Mrs J Kirk (Clerk). One member of the public.

Apologies: Councillors: N Kiley, S Harding, G Puddephatt, A Smith

Declaration of Interest: Cllr Philips item no 06/99 (ix).

06/82 **Minutes and Matters Arising:**

Minutes:

The Minutes of the Annual General Meeting of 11th May 2006 were approved as a true record and signed by the Chairman.

Matters Arising:

06/79(xv) The Clerk reported that the invoice to Playground Management Ltd regarding the Rospa Report was correct and had been paid.

06/83 **Report from District Councillors:** Cllr Lock gave a short report including West Berkshire Council and local matters. The colour of the concessionary fares tokens are to change in July with the current tokens being available until 31st July. The colour will change every year. The new 'extra supported living' flats at Windmill Court are now ready and the former staff house is occupied. The budget for the Vehicle Activated Signs Scheme is £50,000 and this will provide between 10 and 15 signs but some will be funded from Section 106 money and in some areas by Parish or Town Council contributions so more will be provided overall. So far there have been 127 applications with more to come. More signage for the Road Closure at Alfey's Bridge from the Reading side at Junction 11 is to be provided.

06/84 **To Approve and Confirm that the Accounts for the Year 2005/2006 present fairly the financial position of Stratfield Mortimer Parish Council:**

Copies of the full Stratfield Mortimer Parish Council Accounts, Audit Return and supporting papers for the year ended 31 March 2006 were circulated to all members prior to the meeting. The Finance and General Purposes Committee met on the 23rd May 2006 and reviewed the accounts and all the audit papers and recommended the approval of the 2005/2006 accounts. The RFO read out the details contained in the eight points in Section 2 (Statement of Assurance Section) of the Local Councils in England and Wales Annual Return for the year ended 31.3.06 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 2006). This included the end of year Bank Reconciliation and the Details of Variation Comments Sheet. Cllr Shorrocks proposed that the accounts and supporting documents for the Year 2005/2006 be approved, seconded by Cllr Clark and unanimously resolved. The Chairman and the RFO duly signed the accounts. **The Clerk** is to send the Annual Return to the External Auditor (Messrs Hacker Young) and in accordance with the 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 prior application to The Clerk) from the 2nd June to the 29th June 2006 (inclusive).

06/85 **Planning:** Cllr Morden reported that the Committee had met twice since the last Council Meeting on the on the 23rd May and the 6th June 2006 when 8 plans were considered. Cllr John Morden was elected Committee Chairman and Cllr Alan Thorpe was elected Committee Vice Chairman for the coming year to May 2007.

06/00620/HOUSE 26 Windmill Road. Change of use of part of property from retail to 1 bedroom flat.

- 06/01035/HOUSE First floor extension and alterations to existing 3 bedroom dwelling. Demolition of double garage to rear of property. No objection. Cllr Challis declared an interest in this application and took no part. Coombe Martin, 4 King Street. Conservatory to rear of property.
- 06/00973/HOUSE 16 Orchard Road. Proposed garage and new access. Object:
1. Building up to the adjacent property would create a terrace effect.
 2. Out of character with other properties and would be detrimental to the street scene.
 3. Would create a precedent for similar development in Orchard Road.
- 06/01045/HOUSE Watermead, 35 St Mary's Road. Two storey side extension. No objection.
- 06/01057/HOUSE 10 Windmill Road. Ground floor front extension. No objection.
- 06/00675/FULD Land adjacent to 40 West End Road. 2 semi-detached 3 bedroom houses. No objection on the understanding that No. 36 has shared front access with new property.
- 06/01107/HOUSE 35 Windmill Road. Bedroom in the roof, rear single storey extension and front porch. No objection.
- 06/01207/HOUSE 10 Asparagus Close. Conservatory. No objection.

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

- 06/00113/HOUSE 3 Windmill Road. Two storey side extension, single storey rear extensions. Approval.
- 06/00358/HOUSE 16 Asparagus Close. Conservatory. Approval.
- 06/00554/FULD Land adjacent to Park Cottage, The Street. Erection of detached 4 bedroom house and garage. Approval.
- 06/00570/HOUSE 55 Windmill Road. First floor side extension. Approval.
- 06/00605/HOUSE 7 Windmill Road. Two storey side and rear extensions.
- 06/00653/HOUSE 20 Tayberry Grove. Rear conservatory, rear garden shed, and wrought iron low level boundary fence. Approval.
- 06/00660/HOUSE 58 Windmill Road. Two storey side and single storey rear extensions. Approval.
- 06/00701/HOUSE St Catherine's Cottage, Ravensworth Road. Two storey side, single storey rear extensions. Approval.
- 06/00708/HOUSE Twelve Oaks, Brewery Common. Single storey additions. Approval.
- 06/00754/HOUSE 5 Windmill Road. Two storey rear and side extensions. Approval.
- 06/00700/FUL The Cottage, Nightingale Lane. Demolition of existing, erection of replacement dwelling. Approval.
- 06/00805/FULD Land to rear of Birch Cottage, Birch Lane. New dwelling house. Refusal.

Notices of Appeals:-

- 03/0257/OUT The Colt House, Sweetzers Piece. This will be considered at a Public Inquiry on 18th July 2006 at the Council Offices, Newbury.
- 06/00122/FULD 33 West End Road. Erection of 7 dwellings. This will be determined on the basis of written statements.

On Wednesday 8 June 2006 the Eastern Area Planning Committee of West Berkshire Council considered the planning application for a 7 bedroomed house on the site of 3 Hammonds Heath. Notwithstanding that bedrooms 6 and 7 in the loft space are not now to be installed (revised plans received by WBC on 6th June 2006). The proposed building will not be altered in anyway when viewed from the Fairground. Councillor Morden spoke against the Officers' recommendation to grant planning permission the grounds of its over dominance on the east side of the Fairground. The Eastern Area Committee agreed and the application was refused.

Tree Preservation Order:-

Land at The Frith, Drury Lane. This covers 7 oaks, 2 Norway Maples and 1 Cedar. The Parish Council has been concerned at the felling of trees on the vacant plot at Loves Wood. The site is subject to T.P.Os and the tree officer has advised that that the owners were granted consent in 2004 to fell a number of trees. WBC is now waiting for natural regeneration of the site (2 years) and if this is poor then they will look at re-planting, the applicant is well aware of the position on any proposed planning application for the site, and that works were carried out for good management and not to create a building plot. The Tree Officer also sent the Parish Council a map of all the trees (numbered with TPOs) on the site along with the consent letter identifying the trees that could be felled. The Clerk and Cllr Lock made a site visit and it appears as if several extra protected trees have been felled over and above the permitted number. It was agreed that a site visit would be requested with the tree officer and members of the Parish Council and Cllr Lock to check this. The Clerk to arrange.

- 06/86 **Update on Village Design Statement:** Cllr Shorrocks reported that the draft Village Design Statement had been submitted to Paula Amorelli at West Berkshire Council for comment. Cllr Morden and Shorrocks attended a meeting with Paula Amorelli who had gone through the VDS, made recommendations and notes and was very complimentary on this initial document and said it was 95% to 98% complete. Amendments have now been made and it has been re-submitted to West Berkshire for review. A working party meeting is to be arranged to finalise the document.
- 06/87 **Roads, Footpaths and Commons:** Cllr Shorrocks reported that the committee met on the 16th May and that he was elected in his absence as Committee Chairman for the coming year. The committee decided to apply for two locations in the WBC Vehicle Activated Signs Programme. If successful these would be in West End Road by the Alfred Palmer Playing Field and The Street, west of Pitfield Lane. A working party to investigate whether additional street lighting in the village would be feasible or desirable was set up and this will be chaired by Cllr Puddephatt. Cllr Ives and Cllr Philips are also to be part of this working party.
- i. **Update on Brewery Common Registration of Title:** The Chairman advised that the Council's solicitors have written to advise that it would now be reasonable to require the Land Registry to register the Council's freehold title to Brewery Common. This is except for a small portion of land claimed by a neighbouring owner, Mr T McLoughlin. It was agreed to instruct the solicitors to proceed with the registration and ask them to formally notify Mr McLoughlin that the council is not abandoning its claim to ownership of that portion of the land, and the question of using the Land Registry disputes procedure can be taken up in due course. The Clerk to action.
 - ii. **Update on Safer Routes to School Scheme and pedestrian crossing The Street:** West Berkshire Council held a public meeting prior to the council meeting and gave a presentation updating the council and public on the scheme and new pedestrian crossing.
- 06/88 **Fairground, Trees and Amenities:**
Report: No report.
- i. **Monthly Play Area Inspection Report and Summary of Rospa Report:** No report.
 - ii. **Update on Tennis Court Surface Repair:** The Clerk advised that the work on the trench is to be carried out in the next couple of weeks.
 - iii. **Pavilion Project update:** The Chairman reported that the Finance and General Purposes Committee met on the 23rd May 2006 where it was agreed to hold a special meeting of that committee with members of the Pavilion Working Party on 22nd June 2006 to carry out a fundamental review of the project and clarify questions relating to the estimated income and running costs and details of the proposed users of the building. They will report back to the next council meeting.
 - iv. **Fairground Trust update and vacancy for a Parish Council representative:** The Chairman gave an overview outlining the background to the scheme. The Finance and General Purposes Committee agreed at its meeting on the 23rd May 2006 that the proposed Lease from the Trust's solicitors, Anthony Collins, was quite impossible as a basis for negotiation as it was a standard-form commercial lease not suitable for a 20 acre open space. It was therefore proposed to hold a special meeting of that committee with the trustees of the Fairground on 14th June in order to make progress towards reaching an agreement on the proposed lease of the Fairground. One of the Parish Council trustee representatives is Cllr. C Lewis. His term of office expires on the 10th June 2006 and Cllr Clark proposed to defer the decision of an appointment until the next full Council Meeting. This was seconded by Cllr Shorrocks and unanimously agreed.
- 06/89 **Cemetery:** Cllr Clark reported that A. B. Walker, funeral directors, had infringed the Cemetery Regulations by erecting an unauthorised memorial without payment. This has since been removed and an apology received.
- 06/90 **Communications Committee:** Cllr Blagden reported that planning for the next newsletter due out at the end of September has started. A Committee Meeting is set for 20th June 2006.
- 06/91 **Street Lighting Working Party (membership):** See 06/87 above. No additional members put themselves forward for this working party.
- 06/92 **To consider continuing with investigations and feasibility of the proposed car park at Mortimer Station:** Held over until the next meeting.

06/93 **Policing:**

- a) **Neighbourhood Action Group Update and Priorities Report from Public Meeting held on 25 February:** Cllr Ives reported that attendance at the last meeting of BNAG held on 23rd May was very poor with only 4 representatives from the Parishes, Royce Longton has been elected as Chairman and Insp. Cartwright remains Vice-Chairman. The Police seem to have taken on board the priorities listed at the Public Meeting (the top three being Speeding, Parking and Anti Social Behaviour) and have appointed a traffic warden who regularly visits Mortimer and a mobile youth worker also regularly visits Mortimer (for 8 - 16 year olds).
- b) **Meeting with Police re Mortimer Issues:** Cllr Ives reported that members of the Parish Council met with Insp. Cartwright and PC Seymour to discuss concerns regarding anti-social behaviour, burglaries, vandalism etc. and these were positively received. PC Seymour advised that the police had new 'Stop and Account' powers that they are applying in Mortimer. These powers enable the police to stop any person or persons and ask them to account for their presence at that location, additionally they take personal and contact details of the person stopped. All this information helps them to build a picture of Mortimer of who was around, what they were doing etc.
- c) **Neighbourhood Watch Update:** Cllr Ives is helping to set up new Neighbourhood Watch Groups with new group co-ordinators in Mortimer. So far 4 new co-ordinators have come forward.

06/94 **Willink Leisure Centre Joint Management Committee Report:** Cllr Morden (Parish Council Representative on this Committee) reported that he attended the Annual General Meeting on Monday 22nd May. Cllr Royce Longton was appointed Chairman and Cllr Morden appointed Vice-Chairman. The usage of the Willink Leisure Centre for the 2005-2006 was 104,788 (up 2% on the previous year). Stratfield Mortimer Parish Council submitted its views for the future of leisure facilities district wide. The Willink contractor, Courtesy Leisure, will not be bidding for the combined district wide contract. They are withdrawing from leisure centre management and will be concentrating on fitness clubs.

06/95 **Update on Parish Plan Action Plan for West Berkshire Council:** The Clerk reported that the previous Parish Plan Group met and up-dated the Action Plan and are pleased to report that many of the actions have been completed. A list of up-dated plan will be presented once it has been completed and agreed with West Berkshire Council.

06/96 **Update on Leisure in the Parish Scheme Project (LIPS) and procedure for agreeing grants/payments made:** The Clerk reported that the question has arisen how the grant money for the LIPS (total of £2,000 to be spent in the financial years 2005/6 and 2006/7) is allocated. The essential point is that the expenditure can only be made by SMPC in accordance with proper financial procedures in order to satisfy the auditors. Therefore The Clerk advised that any proposal is submitted as a business case in the same form as all applications to SMPC for grants etc so that it can be considered by the full council. So far £126.85 has been spent out of this grant of £2,000. This was used to purchase mini tennis nets for use by the infant's school. Mary Spanswick, the Arts and Leisure Development Worker at West Berkshire Council, has advised that the achievements of the scheme so far are:-

- Tennis equipment (above).
- Promoting the Walking Scheme.
- To purchase cricket equipment to help establish a junior side for the Cricket Club through coaching (no formal proposal for this has yet been received by the parish council or agreement made).
- There have also been many free activities: sports coaches being sent on child protection courses, walk leader training courses and first aid courses, free use of cricket equipment until equipment has been purchased.

It was noted that any councillor can submit proposals to spend this money, to help raise physical activity within the parish, to the Clerk to ensure that the relevant grant criteria and financial procedures are met before it is submitted to the council for consideration.

06/97 **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 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. 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. R M Weavers (grass cutting Fairground April) £179.78 inc VAT.
- xii. R M Weavers (grass cutting Fairground May) £179.78 inc VAT.
- xiii. R M Weavers (grass cutting Fairground Grazing Area) £171.51 inc VAT.
- xiv. The Post Office (stamps) £55.00.
- xv. F Feline (internal audit fee) £75.00.
- xvi. Community Council for Berkshire (CCB) (annual subscription) £75.00.
- xvii. Campaign to Protect Rural England (CPRE) (annual subscription) £26.00.
- xviii. SLCC (Conference Fee for Vice-Chairman) £40.00.
- xix. Dads Shop Ltd £55.36 inc VAT.
- xx. Thames Water (water trough Fairground) £7.64.
- xxi. SLCC (purchase of reference books) £75.56.
- xxii. J Morden (refund of expenses) £24.92

06/98 **Correspondence:**

None.

06/99 **Minor Matters/Future Agenda Items:**

None.

Date of Next Meeting: Thursday 13th July 2006 at 7:30 p.m.

The Meeting closed at 9:40pm