



Stratfield Mortimer Parish Council

Unadopted Minutes of Meeting

held on Thursday 8th February 2007 @ 7.30 p.m.

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

Apologies: None

Declaration of Interest: None

07/16 **Minutes and Matters Arising:**

Minutes:

The Minutes of the Meeting of 11th January 2007 were approved as a true record and signed by the Chairman.

Matters Arising:

None

07/17 **Report from District Councillors:**

No report.

07/18 **Planning:** Cllr Morden reported that the Committee had met once since the last Council Meeting on the 29th January 2007 when 10 plans were considered.

07/00011/OUTD

Longmoor Cottage, Longmoor Lane. Demolish existing 2 storey cottage and garage and erect 4 new 2 storey houses with single garages. No objection.

07/00043/FUL

38 Victoria Road (Café Zer). Extension of opening hours from 8am to 5pm to 8am to 10pm with takeaway between 5pm and 10pm.

Object:

1. Inappropriate to permit take away during evenings in a predominately residential area.
2. Rear car park unlikely to be used resulting in road and pavement parking.
3. The hours restriction (8am to 5pm) Monday to Saturday imposed by Planning Permission (App No 154923) condition 3 in order to protect the amenities of the surrounding residents should not be varied. The circumstances have not changed since 30 June 1999.

07/00045/HOUSE

56 West End Road. Extension to provide games room, garden room, kitchen/store, utility, re-room 1st floor storage and garage.

Object:

1. These further extensions would lead to an over development of the site bearing in mind the limited overall dimensions of the plot in relation to this already substantial property.
2. Out of keeping with the street scene.

07/00063/HOUSE

82 The Avenue. Demolition of existing timber garage and replace with brick built with loft storage. No objection.

07/00073/FUL

10 West End Road (McColls). Installation of security shutters to shop fronts. No objection

07/00074/HOUSE

57 Stephens Firs. Demolition of existing and re-build single story side extension and new porch. No objection.

07/00113/FULD

Land adjacent to 29-30 The Bevers. Erection of a 2 storey building to accommodate 8 x 2 bedroom duplex units with ancillary parking and landscape.

No objection. Bearing in mind that something will be built on this site, this application is significantly better than 06.01511. There may, however, be problems with 'Rights of Way' affecting adjacent properties.

07/0018/HOUSE

Mortimer House, Mortimer Lane, roofed canopy adjoining entrance.

07/00119/LBC

No objection

07/00122/HOUSE

Stable Cottage, Mortimer Lane. 2 new dormer windows and new rear balcony.

07/00125/LBC

No objection

- 06/02901/COMIND Wokefield Park. Reinstate West Lodge and also a new 40 bedroom accommodation (adjacent parish) block. No objections subject to the restriction of access via West Lodge is retained. The following Planning Officers recommendations have been received from West Berkshire Council:
- 06/02588 38 Stephens Road. Front and rear ground floor extensions. Approval.
- 06/02634 Adjacent to 40 West End Road. Variation of a number of conditions imposed on granting of 06/00675 which should have been implemented prior to work commencing. (The Parish Council took the pragmatic view that there was nothing to be gained by trying to turn the clock back. The fault, if any, was the Building Inspector failing to ensure that all conditions were met before commencement).
- 06/02674 65 Victoria Road. Single storey rear extensions. Demolition of existing rear workshop and re-location of existing rear garage. Approval.
- 06/02768 Mortimer St Johns C of E School. Extension to provide new meeting room. Approval.
- 06/02776 30 Windmill Road. Single storey rear extension, first floor side extension over existing garage. Approval.

The following applications have been withdrawn:

06/02541/HOUSE 29 St John's Road

06/02667/HOUSE 17 The Avenue

06/02672/FUL 15 & 16 Asparagus Close

Appeal Decisions

1. The appeal by the owners of Garden House, Monktons Lane against the decision of West Berkshire Council to refuse planning permission (05/2764) to extend their property has been dismissed.
2. The appeal against West Berkshire Council's refusal to grant planning permission to build a substantially larger property at the rear of Birch Cottage, Birch Lane than that earlier approved has been dismissed.

The encroachment on West Berkshire Council land (round barrow site) at 36 Stephens Firs has now been resolved. The unauthorised fence and lelandii trees have been removed from the Council's land.

General Permitted Development Order 1995:

Woodlands, Summerlug. A planning application 05/01929 for a small dwelling in the corner of the garden was refused by West Berkshire Council. A building some 4 m high and basically to the same footprint of that refused and about 2m from the property boundary has, however, been erected. Enquiries have revealed that this has been allowed under The General Permitted Development Order 1995. The building is described as to be used for a games room, gym and shower room with a small domestic storage area but is clearly capable of conversion to residential. Neither the neighbours nor the Parish Council were notified of what was occurring. This appears to be lawful and as such makes a mockery of the normal planning process of neighbour involvement and the Parish Council being a 'Statutory Consultee' A letter is being sent to John Redwood MP asking him to raise the matter with the relevant Minister.

07/19 **Update on Rural Housing Trust:** Cllr Morden reported that the proposed meeting with the Rural Housing Trust had been postponed due to illness.

07/20 **Update on Village Design Statement:** Cllr Shorrocks reported that the working party met on the 21st January and agreed a number of illustrations and photographs. Once these have been added the final draft will be circulated to all councillors and put on the agenda so it can be agreed and sent to West Berkshire Council for approval.

07/21 **Roads, Footpaths and Commons:** Cllr Smith (who chaired the meeting held on the 6th February) reported the main points as follows:

Commons: - It was agreed that councillors would visit the Parish Council Commons (Windmill Common, Brewery Common and Five Oaken) and assess whether any work or maintenance was needed. It was the view of the committee meeting that the new ditch on Brewery Common needs to be deeper and wider with a small bank to be effective as a deterrent to unauthorised vehicles. Also the glass and debris that has now been exposed needs to be cleared up. The Clerk was asked to write to West Berkshire (managers of the common).

Roads and Footpaths: - The Clerk has requested a meeting with West Berkshire re overgrown shrubbery where new footpath emerges from Mortimer Hill and to look at provision of a pavement on Hammonds Heath. The installation of the Police Lay-Bys is to be carried out during February half term. The Clerk has been asked to chase WBC regarding the installation of the partially funded Vehicle Activated Signs.

- i. **Update on West End Road Car Park:** The ownership issue between West Berkshire Council and the Fire Authority has still not been resolved that West Berkshire Council are now going to take this matter further.

- ii. **Update on Brewery Common Registration:** This is still progressing and in the hands of the solicitors.
- 07/22 **Fairground, Trees and Amenities:** Cllr Blagden reported that the Committee met on Saturday 20th January following a site meeting by interested parties to look at the proposed locations of the new equipment. The committee unanimously agreed to propose that, after several site visits and discussions with the Police, the manufacturers, Area Youth Officer West Berkshire Youth Services, Councillors, some potential users, some local residents and a representative of the Stratfield Mortimer Community Centre CIC, the multi-sports wall and youth shelter be sited near each other, the multi sports wall to be a right angles to The Street boundary, west of the car park. The Clerk was asked to go ahead and arrange for the installation of both pieces of equipment. Cllr Challis asked if it could be minuted that if subsequently found that the youth shelter and sports wall were located in the wrong place they could be moved. The Committee also recommended that the Play Safety Inspection for 2007 be carried out as in previous years by Rospa and this was unanimously agreed. The Clerk to action.
 - i. **Monthly Play Area Inspection Report:** Cllr Smith reported that the padlock on the double gates used by contractors in the Play Area had been vandalised and the also the fence had been made out of alignment. This has been temporarily rectified by a padlock and chain. One of the small gates is not self closing properly.
 - ii. **Stratfield Mortimer Community Centre update:** Cllr Smith reported that the deadline for the SEEDA Funding of £40,000 for the project has been extended and as long as both the demolition and the re-build of the new building is complete by March 2008 at the very latest it is secure. See also minute number 07/29 below.
 - iii. **Update on registration of Fairground Lease:** The Chairman reported that the lease granted by the trustees to the Parish Council on the 23rd August 2006 has now been registered with absolute title by the Land Registry. The Title Number is BK409740.
- 07/23 **Cemetery:** Cllr Clark reported that the Cemetery Committee met on the 5th February 2007 at which a specific infringement of the Cemetery Regulations was discussed. The Council accepted a recommendation from the Committee that in order to avoid further distress to the deceased's family that no further action would be taken. In view of the above the Committee Chairman and Clerk will review the Cemetery Regulations and Forms and report back.
- 07/24 **Communications Committee:** Cllr Blagden reported that the Newsletter had now been delivered. Some deliveries were delayed because the printers did not have time to fit it into their printing schedule and it was agreed that in future this be extended to 2 weeks. A vote of thanks was offered to Cllr Blagden for his hard work in producing the Newsletter. The last computer course went well and negotiations are taking place with West Berkshire for running an improvers course. 5 people took the internet and email course ran by them in Mortimer Library. It is hoped to run another course.
- 07/25 **Street Lighting Working Party update:** A street lighting working party meeting has been set for Monday 12th February who will report back to the next meeting.
- 07/26 **Update on proposed car park at Mortimer Station:** Cllr Kiley reported that there is no progress as yet but he has spoken to West Berkshire Planning Department and has agreed the format for the planning application. It is hoped to submit this shortly. A cheque for £265 plus VAT will accompany the application.
- 07/27 **Policing update: Community Support Officers:** Cllr Ives reported that he has not been able to get a response to the questions asked last time from crime figures from the British Transport Police re Mortimer Railway Station and the clear up rate figures from Thames Valley Police. The Clerk was asked to write to Thames Valley Police for an up-date on when the Police Office in Mortimer is to open.
- 07/28 **The Alfred Palmer Memorial Playing Field Charity - Vacancy for Trustee:** The Chairman reported that the Alfred Palmer Memorial Field has 3 trustees 2 of whom are due to retire at the Annual Parish Meeting. In the Third Schedule of the Trust Deed dated 20th September 1939 it is in the gift of the Parish Council Chairman to appoint one trustee. The other trustee is to be appointed by the Annual Parish Meeting. The Chairman asked that any councillors wishing to nominate either themselves or another interested party should contact the Clerk.

07/29 **Report from the Finance & General Purposes Committee:** The Chairman reported that the Finance & General Purposes Committee met on the 1st February 2007.

- Grant Application from Alfred Palmer Memorial Field: After some discussion the Chairman proposed on the recommendation of the Committee that a supplementary grant for this year only of £1,000 be made in order that their funding request for 2007/08 be met in full with a caveat that the Parish Council will be looking for suitable match funding for subsequent years. This was put to the vote with 9 in favour, none against and 2 abstentions.
- Purchase of Replacement Camera: It was agreed that the Clerk could purchase a camera for Parish Council Use (to replace the present broken one) for not more than £200. Cllr Smith offered to provide details of a camera which he thought might be suitable.
- CIC: A meeting between the F & GP Committee and the Parish Council's Legal Advisers (West Berkshire Council) has been arranged for Wednesday 14th February and it will report back to the next meeting.
- To Assess the Clerk's Contact Availability Out of Hours: The Committee reviewed, discussed and are satisfied that the existing arrangements are adequate. A paper outlining the Clerk's contact availability was handed out to all members of the Parish Council.
- Proposed changes to Standing Orders: It was agreed that The Chairman, Vice Chairman and the Clerk will review the existing Standing Orders and report back with relevant recommendations in due course.

07/30 **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. This was seconded by Cllr Shorrock and carried unanimously.

- i. Clerk's Salary.
- ii. Inland Revenue (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. Forbuoy Ltd (newspapers) £4.15.
- viii. Pipex Homecall Ltd (telephone Parish Office) direct debit £25.15 inc VAT.
- ix. The Post Office (purchase of stamps) £53.45
- x. Fieldwork Rest & Play Ltd (new fence Fairground) £3,107.88 inc VAT
- xi. West Berkshire Council (emptying of dog bins) £571.17 inc VAT
- xii. Co-Operative Bank Visa Direct Debit £224.92 inc VAT. This consists of £25.00 (Return train fare to Stoke-on-Trent), £85.98 & £88.95 (toner cartridges for printers) and £24.99 (waders for custodian's use).
- xiii. SLCC (update pages for WWYC Manual) £19.50
- xiv. SLCC (training conference fee) £223.25 inc VAT
- xv. Staples (stationery for Newsletter) £63.10 inc VAT
- xvi. Viking Direct (stationery) £49.34 inc VAT
- xvii. Butlers Lands Ltd (installation of play area notices) £183.30 inc VAT
- xviii. Mortimer Methodist Church (Room rental) £466.00

07/31 **Correspondence:**

- Letter from St Mary's School Governors asking the Parish Council to meet them for urgent discussions about the dangerous parking situation which exists every day outside the school. It was agreed that The Parish Council are very happy to meet members of the Parochial Church Council and School Governors to discuss the traffic problems but that they must be advised that those councillors attending will not be able to discuss the planning application for the car park nor the pending appeal at that meeting. It was agreed to offer the date of Monday 19th February and Cllrs Smith, Lewis, Clark, Shorrock and Philips would attend. The Clerk to action.
- The Clerk read out correspondence from Mr Mayes to Thames Water and the

Environment Agency regarding sewage flooding in The Street on 30th/31st December 2006 and 9th/10th January 2007. Mr Mayes has asked them to confirm to the Parish Council the cause of the problem which has been evident for over six years.

07/32 **Minor Matters/Future Agenda Items:**

Cllr Morden advised that the Willink Management Committee met on the 5th February. They are trying to find a contractor to run all the Leisure Centres in West Berkshire. On the 15th February WBC Council Executive are meeting to agree a preferred bidder. The negotiation period is to 20th February with the contract to be awarded during April/May to start on the 1st July 2007.

Cllr Challis asked if the over sail on the new post and rail fence could be cut off.

Date of Next Meeting: Thursday 8th March 2007 at 7:30 p.m.

Date of Annual Parish Meeting: Wednesday 18th April at 7:30 p.m. in St John's Hall

The Meeting closed at 9:56 p.m.