



Stratfield Mortimer Parish Council

Unadopted Minutes of Annual General Meeting

held on Thursday 10th May 2007 @ 7.30 p.m.

Present: Councillors: K Davies (Chairman), P Blagden, P Challis, S Clark, A Colaco, D Ives, C Lewis, J Morden, A Philips, T Shorrock, A Thorpe, I Titman-Reade and the Clerk.

The Clerk confirmed that the following members (P Blagden, P Challis, S Clark, A Colaco, K Davies, D Ives, C Lewis, J Morden, A Philips, T Shorrock, A Thorpe, I Titman Reade, N Kiley and M Lock) have all signed the Declaration of Acceptance of Office and will abide by the duties of it and will undertake to observe the Code of Conduct. The Parish Council are still waiting for Cllr Smith to sign his.

Apologies: Councillors: N Kiley, M Lock and K Lock (District).

Declaration of Interest: None

07/65 **Election of Chairman for 2007/2008:** Councillor Davies was proposed as Chairman for 2007-2008 by Cllr Thorpe seconded by Cllr Lewis and agreed unanimously. Councillor Davies was duly elected as Chairman for the coming year and signed the Declaration of Acceptance of Office, which was witnessed by The Clerk.

07/66 **Election of Vice-Chairman for 2007/2008:** Councillor Clark was proposed as Vice Chairman for 2007-2008 by Cllr Davies seconded by Cllr Shorrock and agreed unanimously. Councillor 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.

07/67 **Nomination of Committee Members for 2007/2008:**
Chairman and Vice-Chairman are ex officio on all Committees.

a) Planning:	Cllrs: J. Morden, P Challis, A Thorpe, A Philips, T Shorrock, D Ives
b) Roads, Footpaths & Commons:	Cllrs: T Shorrock, A Philips, I Titman-Reade, P Challis, D Ives, A Smith (to be confirmed)
c) Fairground, Trees & Amenities	Cllrs: P Blagden, I Titman-Reade, C Lewis, A Smith (to be confirmed).
d) Cemetery:	Cllrs: A Thorpe, P Challis, C Lewis
e) Finance & General Purposes:	This Committee has fixed membership
f) Communications:	Cllrs: P Blagden, A Colaco, T Shorrock, D Ives

07/68 **Appointment of Other Representatives for 2007/2008:**

The Fairground Trustees advised that the Parish Council nominated trustee, Graham Puddephatt, expires on the 10th June 2007. Cllr Shorrock proposed that Mr Puddephatt be re-appointed and this was seconded by Cllr Clark and unanimously agreed. The Clerk to action.

a) Burghfield & Mortimer Volunteer Bureau:	Cllr T Shorrock
b) St John's Hall Management Committee:	Cllr T Shorrock
c) Willink Recreation Centre Joint Management Committee:	Cllr J Morden
d) Relief in Need Charity:	Cllr A Philips
e) Clarke's Educational Charity:	Mr R Peters

07/69 **Other Appointments:**

f) Play Area Inspector:	Cllr A Smith (to be confirmed)
g) AWE Local Liaison Committee	Cllr D Ives
h) Burghfield & Mortimer Neighbourhood Action Group	Cllrs: D Ives and A Philips

07/70 **Minutes and Matters Arising:****Minutes:**

The Minutes of the Meeting of 12th April 2007 were approved as a true record and signed by the Chairman.

Matters Arising:

Cllr Thorpe raised a query on Minute No 07/60. The Clerk read out a reply from Supt. Chris Shead the Area Commander, TVP saying that he is confident that this additional member of staff will increase visibility within the three parishes and help to reassure the members of the community. Cllr Ives advised that we need to wait for the necessary documentation and Cllr Lewis said he would like it recorded that he would like to be involved in the audit process.

07/71 **Report from District Councillors:** No Report07/72 **Planning:** Cllr Morden reported that the Planning Committee has not found it necessary to meet during the last month. The Parish Council has submitted a planning application to West Berkshire Council for a 100 space car park on the north side of Mortimer Station. The Parish Council has reserved the right to speak should the application be brought before WBC Eastern Area Planning Committee.

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

07/00217/HOUSE The Forge, The Street. Detached double garage with storage over. Permitted.

07/00353/HOUSE The Coach House, 36 St John's Road. Two storey extension. Permitted.

07/00542/HOUSE 57 Stephens Firs. Single storey rear addition, conservatory and pitched roof side porch. Permitted.

07/00533/HOUSE 10 Leighfield. Conservatory. Permitted.

A notice of appeal has been received following WBC's refusal of planning permission (06/01511) to erect a two storey building to accommodate 10 two bedroom flats with parking etc. on land adjacent to 23-30 The Beavers (the side of the lock up garages). The appeal will be decided on the basis of written statements. The Parish Council did not object to this revised application and our comments are on the WBC file which the Inspector will examine. In the circumstances the Parish Council will not comment further.

07/73 **Roads, Footpaths and Commons:** No report. Next Committee Meeting Tuesday 19th June 2007.07/74 **Fairground, Trees and Amenities:** No report. Cllr Thorpe reported that the sister of the late Miss Pyman had advised that she would like to purchase a seat in memory of her sister. This will be passed to the next committee meeting for consideration.

i. **Proposed Resolution to agree that a second 'combination goal end' be installed on the Fairground at a net cost to SMPC of £1,597. The remainder of the total cost of £7,097 (plus VAT) to be funded by: i) a WBC (Parish Plan) Grant of £5,000, ii) a donation from Hansons of £500:** After some discussion Cllr Blagden proposed the above resolution, this was seconded by Cllr Lewis and put to the vote. 8 in favour, 1 against. Carried. The Clerk to action.

ii. **Monthly Play Area Inspection Report:** In the absence of Cllr Smith the Clerk read out his report which said that the see-saws need greasing and the maintenance of the area had simply been one of house keeping. The gate at the tennis court end of the Play Area continues to self-close on an intermittent basis. The recent dry spell has meant that the safety tiles under many pieces of play equipment have shrunk leaving gaps between tiles. We will await the report from the RoSPA inspection when the gate and safety tiles will be reviewed.

iii. **Update on Stratfield Mortimer Community Centre Sub-lease:** The Chairman read out a draft letter to the CIC which said that the report submitted by the CIC to the Annual Parish Meeting on the 18th April mentioned inviting SMPC to make a contribution towards the funding of the Community Centre Project but that the Parish Council would be unable to legally make any such contribution. It also said that an urgent meeting should be arranged in order to progress the project. It was agreed to send the letter.

07/75 **Cemetery:** Cllr Clark reported that he and the Clerk had met with a contractor to cost the removal of

- the garden of remembrance and repairing the path edges.
- 07/76 **Communications Committee:** Cllr Blagden reported that the deadline for the next Newsletter is the 18th May with distribution on the weekend of the 9th/10th June.
- 07/77 **Street Lighting Working Party update:** The clerk reported that a working party meeting has been arranged for Tuesday 15th May. A Public Consultation to inform parishioners about potential street lighting has been arranged from 7pm on Wednesday 27th June in St John's Hall and this will be advertised in the next Newsletter.
- 07/78 **Update on Willink Leisure Centre Management Committee:** Cllr Morden reported that Willink Leisure Centre Joint Management Committee met on the 8th May 2007. This date, decided at the previous meeting on 8th February 2007, was overtaken by the induction meeting of Elected Councillors to WBC (a meeting they had to attend). This left the Willink JMC non quorate, and no business could therefore be conducted. Cllr Morden did learn that following difficult and detailed negotiations with Parkwood Leisure their name will be put forward to the WBC Executive on the 17th May with the recommendation to award the contract. The existing contracts on the 5 core sites expire on the 30th June and to ensure a seamless take over the new contract must be in place on the 1st July 2007.
- Cllr Shorrock asked about the Council's contract with WBC regarding the Willink Leisure Centre and it was agreed that Cllrs Davies, Morden and Lewis would review the agreement and report back to the next council meeting.
- 07/79 **Code of Conduct - revised code to be introduced under the Local Authorities (Model Code of Conduct) Order 2007:** The Clerk advised that the Government published a revised Code of Conduct which came into force on the 3rd May 2007. Every local council must adopt the revised Code on or before the 1st October 2007. If a Council fails to do so, the mandatory provision of the Code will apply automatically.
- 07/80 **Update on SMPC Annual Insurance Renewal (premium of £785.68):** The Clerk advised that she and the Chairman met on Wednesday 25th April 2007 and reviewed the insurance schedule from Allianz Cornhill for the period 1st June 2007 to 1st June 2008 and confirmed that they are happy with all aspects of the renewal notice. This recommendation was forwarded to the Finance and General Purposes Committee who also reviewed the policy on the 8th May and agreed to approve this recommendation to the full council.
- The Clerk advised that a letter had been received from West Berkshire Council asking SMPC to confirm to them that they have adequate insurance to cover Parish Council trained operators whilst SID is employed by them in the Parish. Clerk to action.
- 07/81 **Finance:** In accordance with the Council's Financial Regulations all the following items for payment were considered together. The Chairman proposed that they be paid, this was seconded by Cllr Thorpe 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. Martin McColl Ltd (newspapers) £6.28.
 - viii. Pipex Homecall Ltd (telephone Parish Office) direct debit £26.67 inc VAT.
 - ix. Co-Operative Bank Visa Direct Debit £27.50 (Refreshments Annual Parish Meeting and Man Hole Cover for Fairground).
 - x. Ian Philips (grass cutting Cemetery) £174.23 inc VAT.
 - xi. Richard Weavers (grass cutting Fairground) £642.82 inc VAT.
 - xii. Bridgewood Landscape Services (grass cutting Alfred Palmer Field) £160.00.
 - xiii. West Berkshire Council (Mortimer's contribution towards Willink Leisure Centre 07/08) £7,693.23.
 - xiv. Grant Cheques as agreed by 2007/2008 Budget:

Alfred Palmer Memorial Playing Field Committee	£1,600.00
Burghfield & Mortimer Friday Club	£400.00

	Pang & Kennet Valley Countryside Project	£400.00
	Volunteer Bureau	£50.00
	St Johns & St Mary's Church	£800.00
	Handybus	£300.00
xv.	Allianz Cornhill Insurance Plc	£790.05
xvi.	Thames Print Room Limited (printing Planning Application for new station car park)	£8.88 inc VAT
xvii.	Mainwaring Associates (surveyor's fees for plans for new car park)	£2,350.00 inc VAT
xviii.	Dads Shop Ltd Invoice not received	
xix.	Playground Safety Ltd (Rospa Report) Invoice not received	
xx.	F Feline (Internal Audit Fee)	£75.00.
xxi.	Clarks Legal (legal fees for Brewery Common Registration)	£586.05 inc VAT
xxii.	K Lock (reimbursement for purchase of black sacks from WBC)	£12.00

07/82 Correspondence:

A number of circulars and newsletters were tabled.

07/83 Minor Matters/Future Agenda Items:

- Cllr Thorpe advised that there is a vacancy for a Stratfield Mortimer Parish Council representative on the Wokefield Common Advisory Committee. The Clerk is to find out more information and it is to be put on the Agenda at the June Meeting.
- Cllr Blagden advised that someone has been using a metal detector on the Fairground and digging holes and not reinstating the turf. This constitutes a safety hazard and a trespass. A notice asking for information will be placed in the Newsletter.

Date of Next Meeting: Thursday 14th June 2007 at 7:30 p.m.

The Meeting closed at 9:20 p.m.