



Stratfield Mortimer Parish Council

Unadopted Minutes of Meeting

held on Thursday 13th September 2007 @ 7.30 p.m.

Present: Councillors: K Davies (Chairman), P Blagden, A Colaço, D Ives, C Lewis, J Morden, A Philips, A Smith, A Thorpe, I Titman-Read, N Kiley, T Shorrocks and the Clerk.

Apologies: Councillors: S Clark, M Lock, P Challis and K Lock (District)

Declaration of Interest: Cllr Philips 07/136(iv) and 07137 (ix).

07/119 Minutes and Matters Arising:

Minutes:

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

Matters Arising:

07/111 West Berkshire Council Freight Route Network Consultation: The Clerk advised that an acknowledgement had been received from West Berkshire thanking the Parish Council for their input.

07/120 Report from District Councillors: No report.

07/121 Planning: Cllr Morden reported that the Committee had met three times since the last Council Meeting on the 25th July, 20th August and 12th September 2007 when 17 plans were considered.

07/01313/House 54 The Avenue. Demolition of existing shed and erection of double garage.
Revised The revised plans meet partly our earlier objections but we are still of the opinion that the proposed garage should be sited at least 2 metres further to the west (i.e. away from the road).

07/01355/HOUSE 14 Victoria Road. Single storey side extension. No objection.

07/01379/HOUSE Pooh Corner, Sweetzers Piece. Conservatory. Object. The granting of planning permission for this property prohibited further development.

07/01397/HOUSE 23 Strawberry Fields. Conservatory. No objection.

07/01471/HOUSE 10 Windmill Road. Change to 06/00091/HOUSE - roof profile and door and window positions. No objection.

07/01542/HOUSE 64 Stephens Firs. Loft conversion with rear dormer window. No objection.

07/01494/HOUSE West View, Mortimer Lane. Single storey garage and studio. No objection.

Adjacent Parish

07/01548/FUL 34 St John's Road (Garth House). Section 73. Removal of Condition 20 of previous permission requiring copy of DEFRA licence to local Planning Authority. No objection. The Parish Council's view that it is W.B.C.'s responsibility to decide whether or not the condition they imposed should be removed. The Parish Council have no wish to delay the development.

07/01636/HOUSE Oakfield Cottage, The Street. Two storey side extension. Previous planning permission for identical design expired (141653 (FUL)). No objection.

07/016097/FUL Horse & Groom, The Street. Partially covered pergola to side entrance. No objection

07/01702/FUL Forbuys Plc, 10 West End Road. Installation of A.T.M. and installation of illuminated sign.

07/01703/ADV Object. The provision of an additional A.T.M. when an existing ATM is directly opposite at National Westminster Bank will exacerbate the unregulated parking on double yellow lines and pavement.

07/01634/HOUSE 16 Mortimer Hall. The Street. Conservatory. No objection.

07/01539/HOUSE 23 Damson Drive - conservatory. No objection.

07/01657/HOUSE Chestnuts, Hammonds Heath. 2 storey side extension with thatched roof. No objection.

- 07/01756/FULD Land to rear of Birch Cottage, Birch Lane. Erection of 4 bedroom dwelling. No objection but in view of inadequate width of Birch Lane a condition regarding the provision of a passing bay being constructed before any building work commences should be imposed.
- 07/01807/FULD Land adjacent to 29-30 The Bevers. Erection of two storey building to accommodate 8 x 2 duplex units etc. No objection. In light of the Inspector's remarks following Appeal 'B' (07/00113/FULD) it would appear the applicant has addressed the rights of way issue and also S106 contributions.
- 07/01888/HOUSE 76 Windmill Road. Double storey side and single storey rear extensions. No objection.

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

- 07/01101/HOUSE The Lindens, Mortimer Lane - two storey side extension and detached garage. Approval.
- 07/01165/FUL Mortimer St Mary's C of E Junior School. Pergola adjacent to swimming pool. Approval.
- 07/01258/FUL Sewage Treatment Works. 17.5 wooden clad monopole, associated cabinets etc. for 02(UK) Ltd.

Refusal - reasons

1. Outside settlement boundaries in open countryside.
 2. Height and design would form an unduly prominent feature alien to open countryside.
 3. Contrary to Policy ENV.28 and PPG 8
- 07/01313/HOUSE 54 The Avenue. Demolition of existing shed and erection of double garage. Approval.
- 07/01355/HOUSE 14 Victoria Road. Single storey side extension. Approval.
- 07/01379/HOUSE Pooh Corner, Sweetzers Piece. Conservatory. Approval.
- 07/01397/HOUSE 23 Strawberry Fields - conservatory. Approval.
- 07/01542/HOUSE 64 Stephens Firs. Loft conversion. Approval.

Appeal decision received:

06/01511/FULMAJ. 29-30 The Bevers. The erection of two storey building with accommodation in roof to provide 10 x 2 bedroom flats. The appeal against West Berkshire Council's decision to refuse is dismissed (Appeal A)

1. It would be detrimental to the appearance of The Bevers.
2. It would have adverse affect on the amenity of neighbours.
3. Adverse affect on local infrastructure, services and amenities.

The second application 07/00113/FULD for 8 x 2 bedroom duplex units was also dismissed but only because of failure to enter into suitable S106 agreement in order to support local infrastructure. The building itself was acceptable.

It was agreed to ask the District Councillors for an update on the enforcement issue at 14 Longmoor Lane at the next meeting.

07/122 **Update on Station Car Park:** Cllr Kiley advised that the Parish Council had withdrawn the planning application for the car park as it would have been refused under delegated powers as the imposed time limit for a decision had expired and West Berkshire had not received the highways report. This report has now been received which says that there are no grounds for refusing the application on highway matters. Cllr Kiley is to obtain advice from First Great Western and Englefield Estates before a new application is submitted. Note: No further planning application fee will be payable as the application was withdrawn. Cllr Shorrock proposed that Stratfield Mortimer Parish Council ask the District Councillors to call the application in to the Planning Committee when submitted. This was seconded by Cllr Kiley and put to the vote. It was carried by 11 in favour and 1 against (Cllr Phillips).

07/123 **Update on Village Design Statement Adoption by West Berkshire Council:** Cllr Shorrock confirmed that the SMPC Village Design Statement will be presented to the Kennet and Pang Valley Area Forum on the 9th October and put forward for adoption. Cllr Shorrock will attend to present the Village Design Statement.

07/124 **Roads, Footpaths and Commons:** Cllr Shorrock reported that the next committee meeting will be on Monday 8th October. He reported that he had received a letter from residents asking whether 6 stiles on the footpath running from the Fairground to Wheats Farm could be replaced with kissing gates. This is to be passed to the Roads Footpaths & Commons Committee to consider. Cllr Shorrock reported that the PCSO had brought to the Council's attention that some of the yellow lines in the village lack clarity and are broken and vague and it could be difficult to enforce parking tickets. West Berkshire have confirmed that the maintenance of the yellow lines has been ordered and

anticipate that the work should be completed before the end of September. Concern was raised about the white markings on the roundabout in West End Road and this has now been re-painted. Cllr Shorrocks reported that a Deed of Grant for Whitethorn Cottage for a vehicular Right of Way over Brewery Common has now been completed. The resident applied for the Deed in December 2003 but the Council's solicitors were unable to complete this until the Absolute Title for Brewery Common was obtained. An invoice for £767.29 inc VAT for completing this work was agreed. The Clerk advised that West Berkshire Council had requested that the trees growing from Windmill Common adjacent to Longmoor Lane be pruned as they were growing too low over the highway and the local farmer was unable to get his combine harvester through. The Clerk arranged for this to be done quickly under her emergency powers (after consultation with the Committee Chairman) for which the farmer was very grateful. The cost of the work was £411 inc VAT and the tree surgeon also agreed to give a report on the condition of these trees.

- 07/125 **To consider proposed location by WBC for new footpath on Hammonds Heath:** Cllr Shorrocks advised that further to an onsite meeting held on 23rd July between West Berkshire Council, The Chairman, the Clerk and himself to look at building a footway on Hammonds Heath to be located between the footway from Mortimer Hill onto Hammonds Heath to opposite the pond (which would allow connection to be made to the existing footway on the north side of The Street at a later stage). This was Option 1, Cllr Shorrocks explained that a subsequent letter had been received from West Berkshire Council saying that as a result of consultation with the householders in the area (who had expressed concerns about safety on the crossing point near to the pond due to visibility and speed of traffic and had also written letters to WBC and the Parish Council) a second option (Option 2) had been drawn up for consideration for a footway on the west side of the road (Fairground side). He did point out that substantial physical support to the back of footway against the ditch would be needed for this option, which was likely to be costly. Cllr Shorrocks showed councillors detailed plans of both options and this was discussed at length. Cllr Shorrocks proposed Option 1 and this was seconded by Cllr Smith and put to the vote: 6 votes in favour and 5 against. Cllr Kiley proposed Option 2 and this was seconded by Cllr Thorpe and put to the vote: 5 votes in favour and 6 against. Option 1 was carried and the Clerk was asked to write to West Berkshire Council. Please see Correspondence 07/138 below.

- 07/126 **Fairground, Trees and Amenities:** Cllr Blagden reported that the Committee met on the 3rd September and mainly looked at maintenance work and future proposals. Cllr Blagden reported that part of the Fairground fence had been damaged as a result of a car accident. It was decided to repair the fence quickly to maintain security of the Fairground and the invoice of £182.13 has been sent to the car driver's insurance company. Cllr Blagden also reported that the tennis court fence is being constantly cut and repaired. He had repaired the large hole with a galvanised steel piece and it was vandalised within 24 hours. This was reported to the police and an article will be placed in the next Newsletter. He thanked all councillors who had helped with emptying the bins on the Fairground during the Custodian's absence.

- i. **Monthly Play Area Inspection Report:** Cllr Smith reported that the play area is in good condition and had survived the summer holidays and was well used during that time. The Clerk has obtained some information on new gates for the play area and Cllr Smith will investigate this option.
- ii. **CIC Update:** The Chairman reported that the draft lease had been sent by the Council's solicitors to Blandy and Blandy and Cllr Smith confirmed that they had now returned this to West Berkshire with their comments. The Chairman said that West Berkshire Council's surveying department are unable to help with surveying the area containing the proposed new building in order to help the Parish Council proceed with a sub lease; and it was agreed that the Clerk would look into this.

- 07/127 **Cemetery:** No report the next meeting of the Committee is on 1st October 2007.

i. Flooding Damage in the Cemetery: Cllr Lewis reported that the storm on the 20th July had devastated the Cemetery. The pond in the garden above the Cemetery overflowed and caused the drainage pipe to completely blow and the Cemetery path was very badly damaged. The Clerk passed around some photographs she had taken of the damage. An emergency Cemetery meeting was held on the 27th July to assess the damage and Mr Boffey (contractor) attended to advise the Committee on the work needed to rectify the damage. The contractor has now repaired the path. Cllr Thorpe

offered a vote of thanks to the Clerk for arranging a working party made up of some councillors, the Clerk and some of their family members at the Cemetery on the 21st July to tidy up the debris and try and make the Cemetery respectable again. Cllr Blagden endorsed this and asked if the Cemetery Committee could re assess whether the pipe is adequate or whether an open ditch would be better. The committee will consider this and report back to the next full council meeting.

07/128 **Communications Committee:** Cllr Blagden reported that the Committee met on the 17th July and that he had been elected as Committee Chairman for the coming year. The Committee discussed production and costings for the next newsletter as the Council will now need to pay for printers. The next newsletter is due to go out at the end of October/beginning of November. The payment for future printing will need to be budgeted for next year.

07/129 **Audit Report from Hacker Young on completion of the audit for the year ending 31.1.07:** The Clerk reported that Messrs Hacker Young (the council's external auditors) had returned the Annual Return for the year to 31 March 2007 duly audited. A copy of the public notice advising the conclusion of the audit and the stating the annual return will be available for inspection will be advertised on the Parish Council notice boards for 14 days. A formal vote of thanks was offered to The Clerk for all her hard work in completing the audit.

07/130 **Code of Conduct: Motion**

1. **In accordance with a recommendation from the Standards Board for England SMPC resolves to adopt the model Code of Conduct for Parish Councils together with the form for the Register of Members Interests issued by the Government on 4.4.07.**
2. **SMPC expressly resolves that Para 12(2) be included in the Code of Conduct.**
3. **The following consequential amendments to Standing Orders will be made as follows:**

For existing Standing Order 26.2 'If a member who has declared a personal interest then considers the interest to be prejudicial he shall declare that, and after making any representations, answering questions or giving evidence relating to that business, he must withdraw from the room or chamber for the remainder of the consideration of the item to which the interest relates'

For existing Standing Order 30.3 'At all meetings of the Council the Chairman will at a convenient time in the transaction of business, allow any members of the public to make representations, answer questions or give evidence relating to the business being transacted at that meeting. This opportunity will also apply to any member who is otherwise excluded due to a declared interest as per Standing Order 26.2.'

The Chairman proposed that Motion No. 1 be adopted and this was carried unanimously.

The Chairman proposed that Motion No. 2 be adopted and this was carried unanimously.

The Chairman proposed that Motion No. 3 be adopted regarding amendments to the Standing Orders and this was carried unanimously.

The Clerk will arrange to formally advertise that SMPC has adopted the new Code of Conduct and Register of Interest for Members in the local paper. A letter of confirmation will also be sent to the Standards Board for England and the Monitoring Officer for West Berkshire Council.

07/131 **Update on appointment of PCSO and Community Policing:** Cllr Ives reported that the part funded PCSO (Steve Innes) has now been trained and will be in post from the 23rd September. A reporting mechanism is in place to ensure that the Parishes receive the correct portion of time in accordance with their contribution and that the higher risk patrol time is identified. Each month a meeting will take place between the representative of the Parishes and the PCSO. At least every third month a supervising Police Officer will attend.

07/132 **Report from BMNAG Meeting of the 11th September 2007:** Cllr Ives reported that at the July meeting of the BMNAG it was announced that the constitution would need to be amended so that only 1 parish councillor represented each council. At the September meeting it was agreed that this decision would be deferred until at least a time when there would be sufficient other local representatives from the community participating. The police have requested that the parishes should each have a public meeting to establish the policing priorities in each area. It was agreed that in view of the imminent patrols by the part funded PCSO it would be best to implement this at a later time.

07/133 **Report from AWE Local Liaison Committee Report:** Cllr Ives reported that he attended his first meeting of the Local Liaison Committee on the 6th September. A full copy of the meeting notes will be available in the Parish Office together with an Environment Agency Report to the Liaison

Committee.

- 07/134 **Report and Recommendation from Street Lighting Working Party:** Cllr Kiley reported that following the Public Consultation Meeting on the 27th June when the Street Lighting Working Party presented its feasibility study with costs and proposed lighting locations there was a clear majority who opted for the 'do nothing' option (Option 1). Cllr Kiley therefore proposed that SMPC do not proceed with the installation of significant street lighting in the village but considers certain limited strategic lighting. This was seconded by Cllr Ives and put to the vote with 10 in favour, 1 against and 1 abstention. The motion was carried.
- 07/135 **Update on Flooding and new Flood Warden:** The Clerk reported that following the flood on the 20th July flooding occurred at the bottom of The Street. Mr G Mayes provided the council with a comprehensive report which included information on stream flows in the Foudry Brook, Surface water locally generated, Sewage flooding from Thames Water's Sewers, Sequence of events on Friday 20th, Saturday 21st, Sunday 22nd and Monday 23rd July 2007. Mr Mayes also made recommendations of actions to be taken by Thames Water, The Environment Agency and West Berkshire Council. The Clerk subsequently sent letters to all the above agencies asking how they are going to address the problems that caused the flooding. A vote of thanks was offered to Mr Mayes for his work. Mr T Woodman has volunteered to be the new Flood Warden (to take over from Mrs A Philips) at the bottom of The Street.
- 07/136 **Finance: To ratify accounts paid in August 2007:** The Chairman proposed to ratify the August payments and this was carried unanimously.
- i. Clerk's Salary.
 - ii. H.M. Revenue and Customs (Tax and NI).
 - iii. Custodian's Salary.
 - iv. RBWM (Pension).
 - v. Stewarts of Mortimer (Mortimer Link) £900 inc VAT.
 - vi. Ian Philips (grass cutting/spraying Cemetery) £230.04 inc VAT.
 - vii. SLCC Enterprises Ltd (Conference Fee) £423.00 inc VAT.
 - viii. CPRE (Annual Subscription) £27.00.
 - ix. R M Weavers (grass cutting Fairground, May, June & July) £1,090.68 inc VAT.
 - x. TB Estates Ltd (maintenance work Fairground) £317.25 inc VAT.
 - xi. Bridgewater Landscape Services Ltd (grass cutting Alfred Palmer Field) £160.00
 - xii. SLCC (Annual Conference Fee) ERROR
 - xiii. Pipex Homecall Ltd (telephone PO) Direct Debit £26.71 inc VAT.
 - xiv. Co-Operative Bank Visa (Direct Debit £505.25 (printer part £45.77, new brushcutter £451.20 inc VAT, Martin McColl (paper bill) £6.28, service charge £2.00)
 - xv. BALC (councillor Training Course) £74.00.
 - xvi. Dads Shop Ltd £32.45 inc VAT.
- 07/137 **Finance: To agree accounts for payment:** In accordance with the Council's Financial Regulations all the following items for payment were considered together. The Chairman proposed that they be paid and this was carried unanimously.
- i. Clerk's Salary
 - ii. H.M. Revenue and Customs (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. Pipex Homecall Ltd (telephone Parish Office) direct debit £29.07 inc VAT.
 - viii. Co-Operative Bank Visa Direct Debit £8.28 Martin McColl (newspapers) £6.28, service charge £2.00.
 - ix. Ian Philips (grass cutting Cemetery) £174.23 inc VAT.
 - x. Richard Weavers (grass cutting Fairground) not received.
 - xi. Bridgewood Landscape Services (grass cutting Alfred Palmer Field) £160.00.
 - xii. Thames Water Plc (water trough Fairground) Direct Debit £5.77

- xiii. T B Estate Services (emergency pruning to trees on Windmill Common overhanging highway on Longmoor Lane) £293.75 inc VAT
- xiv. Fieldwork Rest & Play Ltd (repair to damage to Fairground Fence caused by car accident) £182.13 inc VAT.
- xv. Hacker Young (external audit fee) £646.25 inc VAT
- xvi. Clarks Legal (Deed of Grant Whitethorn Cottage, Brewery Common) £767.28 inc VAT
- xvii. Stratfield Mortimer Fairground Trust (annual rental) Standing Order £1,000.
- xviii. P Blagden (Eaton Berry Ltd) for emergency repairs to tennis court fence £29.14 inc VAT

07/138 Correspondence:

- Cllr Kiley asked if all the letters from the residents of Hammonds Heath regarding the proposed new footway could be read out. The Clerk read out the letters and the plans for the two options for the footpath were looked at again. Cllr Colaço proposed that in the light of further information that the agreed resolution 07/25 (option 1) be rescinded. This was again put to the vote with 5 in favour and 7 against. The resolution stands.
- WBC District Parish Conference (main focus of the meeting is to consider the recent floods) 15th October 2007.
- Information on NALC Conference in Bournemouth 5 - 7 October 2007.
- WBC Information on flood relief funding for residents affected by flooding.

07/139 Minor Matters/Future Agenda Items:

- Report from the Willink JMC.
- Graffiti on Windmill Road and a garage in King Street (Clerk has reported this).
- Attention was drawn to the verge damage by contractors at the entrance of the Beavers.
- Next Finance and General Purposes Meeting 2nd October 2007

Date of Next Meeting: Thursday 11th October 2007 at 7:30 p.m.

The Meeting closed at 10 p.m.