



## Stratfield Mortimer Parish Council Unadopted Minutes of Meeting held on Thursday 13<sup>th</sup> March 2008 @ 7.30 p.m.

**Present:** Councillors: K Davies (Chairman), P Blagden, P Challis, S Clark, D Ives, N Kiley, M Lock, J Morden, A Philips, T Shorrock, A Smith, A Thorpe, I Titman-Reade, and the Clerk.

**Apologies:** Councillor: A Colaço.

**Declaration of Interest:** None.

08/30 **Minutes and Matters Arising:**

**Minutes:**

The Minutes of the Meeting of 14<sup>th</sup> February 2008 were approved as a true record and signed by the Chairman.

**Matters Arising:**

08/20 (Mortimer West End Road Signs): The Clerk reported that she had sent the Parish Council's observations to West Berkshire Council on the 18<sup>th</sup> February. On the 22<sup>nd</sup> February Mr Neil Stacey of West Berkshire Council Highways Department sent the following email in reply to Dr Collins:

'I have received correspondence from SMPC, informing me that their conclusion on this matter was that the existing regime of signs should remain and that the former "Mortimer West End" signs should not be replaced. I therefore intend to take no further action on this matter. Whilst I appreciate that you will not agree with this, I hope you will appreciate that because it has not been possible to reach a consensus on an alternative signing strategy in the area, the current signing should remain. For clarification, with regard to the figure of £2,000 you mention in your email, I had informed the Parish Council, that if "Mortimer West End" signs were to be reinstated, this would have a "knock-on" effect on other signs in the Parish. To achieve a consistent signing strategy which included Mortimer West End and possibly Mortimer Common, Stratfield Mortimer and Mortimer, whilst ensuring that the 30mph speed limit was correctly signed, could cost between £1,500 and £2,000, depending on the type and number of signs. Aside from the above points, I cannot add to the comments I made in my letter to you dated 28th December 2007. I hope that this has clarified the situation.'

08/31 **Report from District Councillors:** District Councillor Keith Lock reported that the serious incident with the travellers which caused the closure of Paices Hill re-cycling site has now been resolved, and Paices Hill has re-opened. Now it has been announced that the site will close in the Autumn after the new waste collection contract is up and running. A new waste contract with Veolia is to be signed this month and at a special meeting West Berkshire Council agreed to acquire the Padworth sidings site for a waste management facility through a Compulsory Purchase Order if necessary. Under the new contract each household will have containers for collecting ordinary waste, green waste, paper, cardboard, plastic bottles and cans. Everyone will receive leaflets about it. The Council Tax has been set for the coming year with an increase of 3.9% in the West Berkshire Council share.

08/32 **Planning:** Cllr Morden reported that the Planning Committee had met once since the last Council Meeting on the 5<sup>th</sup> March 2008 when 6 plans were considered.

07/02645/FUL

Fox and Horn, The Street. Use of premises for takeaway food sales and restaurant. No Objection. The Parish Council can see no valid planning reasons to object but are aware of local objections regarding on road parking and offensive smells from the kitchen. These should be addressed in conditions if application is approved. We also consider that restrictions on the hours of takeaway business should be imposed to avoid inconvenience to adjacent residential properties. In addition, is planning permission required for the canopy to the front of the building already erected but not shown on the photograph?

08/00106/FULD

17 Campbell's Green. New 3 bedroom end terrace property. No Objection.

- 08/00289/FULD Land adjacent to 33 St John's Road. New two bedroom bungalow.  
Object: Overdevelopment of site and lack of amenity space.
- 08/00106/FULD 33 St John's Road. Erection of a single garage.  
Object: The proposed garage is forward of the building line and would be an intrusion on the street scene.
- 08/00311/FUL Great Park Farm. Change of use of agricultural land to overnight parking of 4 lorries.  
Retrospective No objection.
- 08/00315/HOUSE 19 The Bevers. Single storey rear extension for disabled adaptation. No objection.
- The following Planning Officers recommendations have been received from West Berkshire Council:**
- 07/02629/HOUSE 16 St Mary's Road. Single storey detached double garage in rear garden with pitched roof. Permission granted.
- 07/02797/HOUSE Plot 1, The Colt House, Sweetzers Piece. Conservatory. Permission granted.
- 07/02801/HOUSE 19 Strawberry Fields. Conservatory. Retrospective permission granted.
- Rural Exception Sites: Cllr Morden is arranging a meeting with a representative of the Rural Housing Trust following the change in attitude towards tenancies by West Berkshire Council and will report further at the April meeting.

08/33 **Update on proposed Station Car Park:** Cllr Kiley reported that the Parish Council is well on the way to re-submitting a revised planning application which is currently in draft. No new fee will be payable. It was agreed that the District Councillors be requested to call the planning application to the West Berkshire Planning Committee for a decision.

08/34 **Roads, Footpaths and Commons:** No report.

08/35 **To discuss registration of a Public Right of Way over land adjacent to Mortimer Surgery between Victoria Road and Leighfield:** Cllr Shorrock updated the Council on the history of this piece of land as reported in Minute Number 06/180 on 14<sup>th</sup> December 2006. The land in question has now been fenced off and the path cannot now be used. West Berkshire Council has now written to the Parish Council enclosing an application form for an Order to Modify the Definitive Map and Statements of Public Rights of Way for West Berkshire. It is necessary under the Highways Act to show that the public have used the way as of right and without interruption for a period of 20 or more years. In order to establish a claim, it is necessary to collect evidence from 15 witnesses (using WBC's User Evidence Forms) who can demonstrate a period of use which, when assessed with other users, show a collective period of at least twenty years uninterrupted use of the way. Cllr Shorrock proposed that the Parish Council make an application to West Berkshire to claim this path as a Public Right of Way. This was seconded by Cllr Smith and unanimously agreed. The Clerk is to liaise with local residents to collect the necessary evidence.

08/36 **Fairground, Trees and Amenities:** Cllr Blagden reported that Simon Barnett from West Berkshire Council Countryside Department is to build on a previous flora and fauna report and produce a Management Plan for the Fairground to include a new survey and advice on erecting bird and bat boxes.

- i. **Monthly Play Area Inspection Report:** Cllr Smith reported that the play area is in good condition.
- ii. **Report from meeting with The Showmen's Guild of Great Britain re Burnett's Funfair (Minute Numbers 07/96, 07/183 and 08/21 Refer):** Cllr Clark reported on the meeting with the deputation from the Showman's Guild in the Parish Office and a site visit at the Fairground. Subsequent to the meeting Mr Burnett wrote again addressing the concerns raised by the Parish Council saying, 'Further to our meeting I am writing to ask the Council to reconsider letting the funfair stay in its usual site (in the front part). To save any inconvenience to the public, all music will be kept to a minimum and we will use no microphones, we will re-site all generators to the back of the funfair and shield them to stop any inconvenience to the public. Any unused vehicles will be put in the back field'. After a long discussion Cllr Clark proposed that the Parish Council allow the fair on the proposed site and accept the proposition outlined in their letter and as shown on the map supplied, on the understanding that the Parish Council will monitor their compliance with the conditions. Cllr Titman-Reade seconded this and was put to the vote. 5 in favour and 7 against so the motion was not carried. The Clerk will advise the Fair.

- iii. **Update on Sub-Lease to CIC:** Cllr Smith reported that the sub lease is virtually agreed and the SEEDA grant has been secured because demolition of the inner fixtures of the existing pavilion has taken place. The rest of the demolition will take place once a new survey has been carried out and a new fence erected.
- 08/37 **Cemetery:** Cllr Clark reported that it was hoped that the drain/ditch installation would have taken place the previous Monday but the weather was bad and it is now scheduled to start the following week.
- 08/38 **Communications Committee:** Cllr Blagden reported that the next Newsletter is scheduled to go out at the end of May.
- 08/39 **Update on Community Policing/BMNAG:** Community Policing: Cllr Ives reported that the monthly meeting had not yet taken place as it is difficult to arrange a convenient time between the Inspector, PCSO and participating councils.  
NAG: The next meeting is on the 1<sup>st</sup> April 2008 and Cllr Ives will report back to the next Council meeting.
- 08/40 **AWE Liaison Committee Report:** Cllr Ives promised that the notes from the last meeting which was on Health, Safety and the Environment will be held in the Parish Office.
- 08/41 **Update on Parish Plan Update Meeting held on 8.3.08:** The Clerk reported that she, Cllr Blagden, Cllr Titman Reade and Mr Mayes attended a workshop on Saturday 8th March 2008 which was primarily about Parish Plans and refreshing Parish Plans. She then gave an update on the actions completed so far on the Stratfield Mortimer Parish Plan Action Plan. As nearly all the actions have now been completed the Chief Executive of West Berkshire Council strongly recommends that Stratfield Mortimer should now refresh their Parish Plan. It was therefore unanimously agreed to go ahead with refreshing the Parish Plan. The Clerk to advise West Berkshire Council and a working party set up.
- 08/42 **Revised Grant Application from Alfred Palmer Memorial Field (Min No. 07/177 refers):** The Chairman reported that the information requested in the Parish Council's letter of the 22<sup>nd</sup> January had been provided and a revised grant application of £1,750.00 has been received. As a result of this he read out a draft letter to the APMF. It was unanimously decided that this letter be sent agreeing to make a match funded contribution of £875, but advising that future grant applications will need to give full details of the Trust's income, together with paid invoices as evidence of expenditure.
- 08/43 **Recommendation on Choice of Candidate to fill vacancy for Parish Councillor:** The Chairman reported further to Minute No. 07/179(ii) that 10 candidates, all of a very high quality, had applied to be considered for the vacancy and had been interviewed. The procedure recommended by BALC and WBC's Returning Officer had been strictly followed, by the interview panel as referred to in Minute No. 07/179(ii). The panel recommended that the best candidate was Mrs Danusia Morsley and that she should be chosen to fill the vacancy. It was proposed by Cllr Thorpe and seconded by Cllr Shorrocks that Mrs Morsley be co-opted to fill the vacancy. This was put to the vote and carried with 11 in favour, 1 abstention and 1 against (Cllr Smith, recorded at his request). Clerk to action and write to all the candidates.
- 08/44 **Finance: To agree accounts for payment for March:** 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 £26.12 inc VAT.
  - viii. Co-Operative Bank Visa Direct Debit £68.01 (Forbuoys Ltd (papers) £8.01; Post Office Ltd (stamps) £58.00 and £2.00 service charge).
  - ix. Thames Water (quarterly water bill for horse trough Fairground) Direct Debit £14.29
  - x. Thames Valley Police Authority (PCSO part funding for Jan to March 2008) £1,750.00.

- xi. Fieldwork Rest and Play Ltd (installation of Safety Surface) £7,038.25 inc VAT
- xii. Berkshire Scout Enterprises Ltd (donation for voluntary work on Fairground) s137 £50.00.
- xiii. West Berkshire Council (Contribution of 10% of service charges for Parish Office for 2006/07 as per lease dated 4.4.06) £541.68 inc VAT
- xiv. SLCC-CiLCA Management (Application for Certificate in Local Council Administration) £70.00.
- xv. SLCC Enterprises Ltd (balance for Practitioners Conference 2008) £88.12 inc VAT
- xvi. Andrew Hazelden (Plate for Community Award 2008) £180.00.
- xvii. West Berkshire Council (quarterly photocopying invoice for Parish Office £44.18 inc VAT).
- xviii. West Berkshire Council (annual invoice for emptying/cleaning dog bins) £595.15 inc VAT.
- xix. SLCC (purchase of Cemetery Management and Administration DVD) £27.00.
- xx. Mortimer Methodist Church (room hire 07/08) £254.00.
- xxi. T B Estates Ltd (Installation/repair of pipe/drain in Cemetery) £940.00 inc VAT.
- xxii. BALC (purchase of book) £6.00.
- xxiii. Staples (stationery) £47.75 inc VAT.
- xxiv. SLCC Enterprises Ltd (Regional Conference Cllr S Clark) £70.50 inc VAT
- xxv. Viking Direct (stationery) £89.91 inc VAT.
- xxvi. T B Estate Services Ltd (Cemetery Shed Installation) £325.48 inc VAT

08/45 **Correspondence:**

- Letter and invitation from Burghfield & Mortimer Friday Club to their 10<sup>th</sup> Anniversary Party on the 11<sup>th</sup> April 2008. It was agreed that Cllr Morden and the Clerk would attend.
- Letter from BALC asking for Councillor nominations to a Garden Party at Buckingham Palace on 22<sup>nd</sup> July 2008. It was agreed to nominate Cllr Philips. Clerk to arrange.
- Local Development Framework for West Berkshire - Options for Development in the Rural Areas of the District. Provisional details Tuesday 6<sup>th</sup> May 2008, Chieveley Village Hall from 18:30pm. Cllrs Morden, Shorrock and Ives showed an interest in attending.

08/46 **Minor Matters/Future Agenda Items:**

- The Clerk advised that the template for drawing up a Community Emergency Plan had now been received and it was agreed the Parish Plan group would action this.

**Date of Next Meeting:** Thursday 10<sup>th</sup> April 2008 at 7:30 p.m.

Date of Annual Parish Meeting is Wednesday 16<sup>th</sup> April 2008 (St John's Hall).

The Meeting closed at 9:40 pm