



Stratfield Mortimer Parish Council

Unadopted Minutes of Annual General Meeting

held on Thursday 8th May 2008 @ 7.30 p.m.

Part I

Present: Councillors: K Davies, P Blagden, P Challis, S Clark, A Colaço, D Ives, J Morden, A Philips, A Thorpe, D Morsley, A Smith and the Clerk.

Cllr K Davies in the Chair

Apologies: Councillors: T Shorrock, N Kiley, I Titman-Read, M Lock and K Lock (District).

Declaration of Interest: Cllr A Philips 08/77 (ix) and Cllr A Smith 08/71 (ii)

08/61 **Election of Chairman for 2008/2009:** Cllr T Shorrock was proposed as Chairman for 2008-2009 by Cllr Ives and seconded by Cllr A Thorpe. Cllr Blagden raised a number of objections against the candidate and after a long discussion it was agreed that in the absence of Cllr Shorrock the election of a Chairman was deferred.

08/62 **Election of Vice-Chairman for 2008/2009:** Councillor S Clark was proposed as Vice Chairman for 2008-2009 by Cllr Blagden seconded by Cllr Thorpe and carried 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.

Cllr S Clark, Vice-Chairman then took the Chair.

08/63 **Nomination of Committee Members for 2008/2009:**

Chairman and Vice-Chairman are ex officio on all Committees.

a) Planning:	Cllrs: J. Morden, P Challis, A Thorpe, A Philips, D Ives, N Kiley, A Colaço
b) Roads, Footpaths & Commons:	Cllrs: A Philips, P Challis, D Ives, A Smith, A Colaço, D Morsley
c) Fairground, Trees & Amenities:	Cllrs: P Blagden, I Titman-Read, A Smith, M Lock.
d) Cemetery:	Cllrs: A Thorpe, P Challis, A Philips
e) Finance & General Purposes:	This Committee has fixed membership
f) Communications:	Cllrs: P Blagden, A Colaço, D Ives and K Davies

08/64 **Appointment of Other Representatives for 2008/2009:**

a) Burghfield & Mortimer Volunteer Bureau:	Cllr D Morsley
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

08/65 **Other Appointments:**

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

08/66 **Minutes and Matters Arising:**

Minutes: The Minutes of the Meeting of 10th April 2008 were approved as a true record and signed by the Acting Chairman.

Matters Arising:

Cllr Challis raised that the items reported in 08/51 had not been carried out. Clerk to chase.

08/67 **Report from District Councillors:** In the absence of Cllrs K and M Lock the Clerk reported that the new waste contract with Veolia has started but it is understood the enhanced recycling collection will not start before July, approximately three months later than planned. Discussions with the WBC Legal Department about Fairfield Park are ongoing but the latest information available is still confidential.

08/68 **Planning:** Cllr Morden reported that the Planning Committee had not met during the last month.

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

- 07/00683/FUL Pitt House, Pitfield Lane. Change of use of land and erection of single storey extension to existing garage attached to house. Approval.
- 07/00311/FUL Great Park Farm. Retrospective change of use of agricultural land to overnight parking for four lorries.
- Refused, reasons:
1. Wholly unsuitable location and would have a significant detrimental impact on local rural road network, character of the surrounding rural environmental and surrounding land users (PPS7 and ENV16).
 2. Parked lorries would be highly visible from the surrounding countryside.
 3. Significant detrimental impact on amenity of current and future land users.

07/00315/HOUSE 19 The Bevers. Single storey extension for disabled adaptation. Approval.

07/00332/HOUSE 7 Windmill Road. Single storey rear extension. Approval.

Cllr Morden attended the Eastern Area Planning Meeting on Wednesday 30th April 2008 re application 07/02645/FUL, Cinnamon Tree (Fox & Horn), The Street for use of premises for takeaway food sales and restaurant. It was pointed out to the Committee that the other takeaway outlet in the parish, The Loon Tin, West End Road was restricted to the hours of 5pm to 10:30pm Monday to Saturday. No trading on Sundays or Bank Holidays. To allow The Cinnamon Tree take away hours 12 Noon to 11 pm 7 days a week would constitute unfair trading. This submission was rejected but trading would be 12 Noon to 10:30pm.

Cllrs Morden and Thorpe met a Mr Ian Pankhurst at 'The Red House', West End Road on 30th April 2008 regarding the future of this site by Farmglade Ltd, the new owners. The proposal is to retain and refurbish the 'Red House', build 2 semi detached houses to its right hand side and a further 6 houses at the rear in the courtyard. The architect informed us that he had read the Stratfield Mortimer Village Design Statement and the semi detached houses fronting the West End Road would be similar in design and scale to the adjacent properties. They left the architect in no doubt that the Parish Council would not comment on the proposal until it had been formally submitted to West Berkshire Council.

Cllrs Morden and Ives attended a meeting on the Local Development Framework for West Berkshire Options for Development in the Rural Areas of the District held at Chieveley on the 6th May 2008. Government requirement is for the building of 10,500 houses across the District in the 20 years 2006-2026. The majority will be in the urban areas adjacent to Reading and Newbury/Thatcham. In respect of the rural communities a 'settlement hierarchy' had been proposed which gave points for existing infrastructure - station, schools, halls, Post Office, public houses, shops etc. The top ten were:

Hungerford	27 points
Theale	27 points
Burghfield Common	23 points
Pangbourne	23 points
<u>Mortimer</u>	<u>20 points</u>
Compton	18 points
Lambourn	18 points
Kintbury	16 points
Chieveley	13 points
Hermitage	12 points

The settlement hierarchy was then divided:

Leading rural service centres	25+ points
<u>Rural service centres</u>	<u>15 to 24 points</u>
Service villages	7 to 14 points
Other villages	less than 7 points.

This left Mortimer with 20 points in a vulnerable position to take more houses especially when the 'Green Park' station on the Basingstoke-Mortimer-Reading line is completed. Where can additional housing be built? It seems that Settlement Boundaries will be reviewed. This follows the Government Inspector's refusal to accept

Windsor and Maidenhead's Local Development Framework because of the District Councils unwillingness to change Settlement Boundaries.

Councillor Morden pointed out that Mortimer's Settlement Boundary had been revised only recently to accommodate the 120 houses on the Mortimer Farm site. Would this earlier revision be looked at favourably by West Berkshire Council planners? The impression was that it would. The frame work is now open for consultation and Cllr Morden seeked permission to respond accordingly. This was unanimously agreed.

08/69 **Update on Rural Housing Exception Sites:** A meeting took place in the Parish Office on 1st May 2008 between Alison Read of the Rural Housing Trust and Cllrs M Lock, J Morden and D Ives. The Clerk was in attendance. Those present were afforded the sight of a 'Deed of Variation' in respect properties on an Exception Site at Hampstead Norreys which set out the cascading of candidates for tenancy of the Affordable Housing. This Deed is clearly in response to this Parish's strongly voiced concern that candidates from the Common Housing Register with no parish connection could be given preference for tenancies. However this Deed does not go far enough. Paragraph 3A allows candidates with no parish connection whatsoever to jump the queue. It is understood that West Berkshire Council Housing Managers can award a candidate 100 discretionary points without disclosing the reason. For this reason the Parish Council cannot at this time recommend proceeding further in their quest for an Exception Site. Cllr Morden then read out a draft letter to West Berkshire Council to that effect. It was unanimously agreed that this letter be sent to West Berkshire Council, all Parish and Town Councils in Berkshire and Richard Benyon MP on behalf of the Parish Council.

08/70 **Roads, Footpaths and Commons:** No Committee report. The Clerk reported that further to 08/35 the registration forms/Evidence forms are now to be sent to WBC and notice is to be served on the owner of the land. Cllr Challis reported that there is still a litter problem in the car park in West End Road and a one of the car park bollards needs attention. The Clerk is to look into this. The next Committee Meeting Thursday 22nd May 2008.

08/71 **Fairground, Trees and Amenities:** Cllr Blagden reported that the tennis court has been badly damaged and as agreed by the Finance and General Purposes (F & GP) Committee a joint meeting will be set up with the F & GP Committee to consider a replacement. A small amount of tyre damage has been caused to the Fairground by a contractor and measures to rectify this are in hand. The steel base plate of the Youth Shelter has been stolen and it is now intended to replace this with a concrete base.

- i. **Monthly Play Area Inspection Report:** Cllr Smith reported that the play area is in good condition and as popular as ever. There appears to be a decline in damage since the installation of the sports wall and youth shelter. The RoSPA report is due shortly.
- ii. **Update on Stratfield Mortimer Community Centre Sub-lease:** The new survey has been carried out and the report/recommendations are expected shortly. The demolition of the existing building will continue once the new fence has been erected. The CIC are to apply to WBC for a minor amendment to the current Planning Consent to erect a smaller building. Once this has been done then the Parish Council can grant the sub lease.

08/72 **Cemetery:** Cllr Clark reported that the next Cemetery Committee Meeting is on the 20th May.

08/73 **Communications Committee:** Cllr Blagden confirmed that the deadline for the next Newsletter is the 26th May with distribution on the weekend of the 30th/31st May.

08/74 **Report from Finance and General Purposes Committee:** Cllr Davies reported that the Committee met on the 1st May when members reviewed the accounts and all the audit papers (previously circulated) including Section 1 (Statement of Accounts), the detailed explanation of variance statement form and Section 2 (Statement of Assurance) on the Local Council's Annual Return for the year ended 31 March 2008. They agreed to recommend the approval of SMPC 07/08 Accounts and that the council answer 'yes' to all the questions in Section 2 of the Annual Return to the full council meeting on the 12th June 2008.

SMPC have received s106 monies from West Berkshire Council totalling £35,000. It is a condition that the contribution will be used specifically for the purpose of improvements to Stratfield Mortimer Council's public open space. It was agreed that renewal of the tennis court fence is a priority given its present dangerous state. The Clerk has so far obtained quotations which range between £9,000 and £19,000 and it was agreed to recommend to the full council meeting on the 8th May that once all the quotations are received that a joint meeting between the Finance and General Purposes Committee and the Fairground, Trees and Amenities Committee be convened and that they can choose the most

suitable quotation and the order for the work can be put in place. Cllr Ives proposed that an upper limit of £15,000 (excluding VAT) be allocated to these two committees to spend on a tennis court fence. This was seconded by Cllr Davies and put to the vote: 7 in favour and 3 against. Carried.

08/75 **Update on Community Policing/BMNAG:**

BMNAG: Cllr Ives reported that there had been no NAG meeting since the last Parish Council Meeting. He has visited another NAG Meeting in Wash Common which is only one parish and the Police seemed more committed and involved. The next meeting is to be held on the 27th May at Burghfield Village Hall at 5pm

Community Policing: Cllr Ives reported that another PC has been allocated to the Pangbourne area and that the Police Office in Mortimer is to open shortly. The SID equipment has been deployed in the parish this month.

08/76 **Update on Proposed Station Car Park:** In the absence of Cllr Kiley the Clerk reported that a meeting with West Berkshire Council Planning Department had been arranged for Tuesday 13th May in the Parish Office to look at the Planning Application before submission.

08/77 **Finance - To agree accounts for payment for May:**

In accordance with the Council's Financial Regulations all the following items for payment were considered together. Cllr Davies proposed that they be paid, this was seconded by Cllr Thorpe and carried unanimously.

- i. Clerk's Salary.
- ii. H M Revenue & 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 £27.13 inc VAT.
- viii. Co-Operative Bank Visa Direct Debit £9.95 (£7.95 McColls and £2.00 service charge)
- ix. Ian Philips (grass cutting Cemetery) £174.23 inc VAT.
- x. SPISE (Sane Planning in the South East) annual subscription £60.00.
- xi. West Berkshire Council (Mortimer's contribution towards Willink Leisure Centre 08/09) £7,972.11.
- xii. SLCC Berkshire (Training Day) £10.00.
- xiii. CCB (Community Council for Berkshire annual subscription) £30.00.
- xiv. error
- xv. Grant Cheques as agreed by 2008/2009 Budget:

Alfred Palmer Memorial Playing Field Committee	£875.00
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
- xvi. SLCC Cemetery Management Course x 2 (Clerk and Cemetery Chairman) Reigate £217.00 inc VAT.
- xvii. TB Estate Services Ltd (Delivery & Installation of temporary tennis course fence plus one week hire of heras panels) £252.63.
- xviii. Dads Shop Ltd £43.85 inc VAT.

08/78 **Correspondence:**

- Letter from McColls regarding the parking lay-by outside their premises. This is to be passed to Roads, Footpaths and Commons Committee to consider.
- Letter from Triangle Travel regarding the parking lay-by outside their premises. This is to be passed to Roads, Footpaths and Commons Committee to consider.
- Cllr Ives reported that a letter had been received from the AWE Local Liaison Committee Secretary saying that a Review, Learn and Improve Study had been undertaken. AWE has had discussions with the Nuclear Installations Inspectorate (NII) surrounding these events

that the standard of Criticality Clearance Certificates (CCC's) in some facilities are not in line with modern standards. The NII stated that they would be taking enforcement action, and this has, in this instance, resulted in the issuing of an Improvement Notice, the necessary works are to be completed by January.

08/79 **Minor Matters/Future Agenda Items:**

- Cllr Challis has agreed to organise members to walk around the village to identify areas of concern.
- Cllr Challis asked for clarification on the procedure for removing the wreaths from the War Memorial.

Date of Next Meeting: Thursday 12th June 2008 at 7:30 p.m.

The Meeting closed at 9:45 p.m.