



Stratfield Mortimer Parish Council

Unadopted Minutes of Meeting held on Thursday 13 November 2008 @ 7.30 p.m.

Present: Councillors: T Shorrocks (Chairman), D Morsley, K Davies, P Blagden, A Colaço (7:40), D Ives, M Lock, S Clark, A Philips, J Morden, P Challis, A Thorpe, R Barker and the Clerk. Two members of the public were present.

Apologies: Councillor: A Smith.

Declaration of Interest: Cllr Philips 08/162 (x)

08/149 **Minutes and Matters Arising:**

Minutes: The Minutes of the Meeting of 9th October 2008 and were approved as a true record and signed by the Chairman.

Matters Arising:

- **08/35** Footpath between Leighfield and Victoria Road. The Clerk read out further correspondence from West Berkshire Council which advised that they had prioritised their backlog of Public Rights of Way applications and would add and as this one was not a priority would be dealt with in date order and would be added to the workload schedule for the year 2010 to 2011. Their original letter had said that if a decision had not been made by May 2009 SMPC are entitled to make an appeal to the Secretary of State (DEFRA). It was agreed to pass this to the Roads, Footpaths and Commons Committee for a decision and also ask District Councillors to investigate.

7:40 the meeting was temporarily adjourned in accordance with Standing Order No 11 for the Chairman to allow a member of the public to speak.

7:46 Meeting resumed.

- The Chairman informed the Council that the Standards Committee at West Berkshire Council considered a complaint from Mr C D Lewis concerning the alleged conduct of Cllr. Shorrocks. The Standards Committee's original decision, having considered Mr. Lewis' submissions was that no action should be taken. Mr. Lewis appealed against the Committee's decision. The Standards Committee considered this appeal and their Decision Notice advised that there was no case to answer and no action should be taken on the allegation.
- **08/137** One of the advertising boards has been removed and retrospective planning permission has been applied for the other board.

08/150 **Report from District Councillors:** Cllr Mollie Lock reported that the grass bank and earth across the path beside the field adjacent to Mortimer Hall does not appear to have been cut back and she will chase. The work on the road at Mowbray Hill has been put back to early 2009 and it should have been carried out in 2007. The enforcement action against the resident at 14 Longmoor Lane has stalled because he is not there and cannot be located. West Berkshire Council has advised that money is now available through Section 106 contributions for improvements to Mortimer Library. The bus stop outside numbers 2 and 3 Stephens Firs has been moved due to nuisance caused to residents. The developer's non-compliance with the landscaping scheme etc. at Mortimer Hill development has been referred to the Planning Enforcement Section. It is now being dealt with by the Compliance and Monitoring section who will take a view about non compliance and rectifying outstanding works. St John's Infant School received an award on the 7th November for the success of their green travel plan and especially their work in persuading more children to walk to school. The Clerk was asked to send a letter of congratulations to St John's School.

08/151 **Planning:** Cllr Morden the Clerk reported that the Planning Committee had met once since the October meeting on the 11th November 2008 when three plans were considered.

08/01893/HOUSE 77 West End Road. Conservatory. No objection.

08/01992/LBC Little Park Farm, Beech Hill Road. Roofing and structural repairs to implement shed. No objection.

- 08/02046/FULMAJ Land to rear of 33-35-37 West End Road. Demolition of existing bungalows. Erection of 10 houses with new access road, parking and garaging. Object:
1. Notwithstanding the reduction in the number of proposed dwellings the foot print has hardly changed and the density of the buildings is overdevelopment and out of keeping with the centre of the village.
 2. The proposed height of the roof lines indicate that the Village Design Statement has been ignored.
 3. The number of expected vehicle movements onto and off West End Road will present a highway hazard bearing in mind the proposed access.
 4. Excessive area of hard standing will create high volume of surface water run off.

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

- 08/01202/FULD 1 Campbell's Green. Proposed 3 bedroom end of terrace house. This application was approved by West Berkshire Council Eastern Area Committee on 24 September 2008. It was subject to completion of a S106 agreement by 24 October 2008. This has not occurred and the recommendation is now changed to refusal.
- 08/01414/HOUSE Woodlands, Summerlug. Conversion of gym, games room etc. to granny annexe. Approval subject to a legal agreement that the annexe cannot be let or sold as a separate unit from the main dwelling. This was signed and sealed on 1st October 2008.
- 08/01464/FUL Land to east of Mortimer Railway Station for car park for 100 cars. Refused - but see item below 08/152
- 08/01754/FUL Fox & Horn (Cinnamon Tree) The Street. Walk Way canopy. Retrospective approval.
- 08/01796/HOUSE Hunters Lodge, Brewery Common. Conservatory. Approval.
- 08/01824/FUL Community Building, The Fairground. Removal of Condition 9 of Planning Application 08/01281/FUL.
Approval. Condition 9 required the building to be built to BREEAM 'Excellent' standard but there is no standard assessment procedure for community buildings and therefore a bespoke assessment is required. There a few companies able to provide this bespoke service. However the CIC has been quoted a figure of £1,000 for a sustainability statement in the spirit of BREEAM compared to well over £15,000 for a bespoke assessment. As this will have to come from grant monies West Berkshire Council will accept the sustainability statement.
- 08/01507/FULD Land adjoining 37 Stephens Close. New house, double garage and new access (onto Stephens Firs). Application has been withdrawn.

Notice of Appeal

08/00311/LBC Great Park Farm - retrospective change of use from agricultural land to overnight parking for 4 lorries. An appeal has been lodged against West Berkshire Council's refusal to allow planning permission.

- 08/152 **Update on Station Car Park Planning Application:** In response to the resolution passed at the meeting on the 9th October 2008 (item 08/138) Cllr Morden met with Mrs Hazel Evans, Senior Planning Officer, at West Berkshire Council offices on the 22nd October 2008. This was in the nature of an exploratory meeting to ascertain whether there was common ground between West Berkshire Council planners and the Parish Council. Cllr Morden was left in no doubt that any application for a car park to the east of the station would be opposed no matter what amendments were made to the refused application. There is no point therefore in submitting an amended application this site. Cllr Morden therefore proposed that Stratfield Mortimer Parish Council resolve to lodge an Appeal under the Town and Country Planning Act 1990 against the refusal of West Berkshire Council to grant permission for the provision of a car park for 100 cars on land to the East of Mortimer Railway Station (Planning Application 08/01464/FUL). This was seconded by Cllr Davies and put to the vote. 10 in favour 2 against and 1 abstention (Cllr Lock). Carried. The Clerk and Cllr Morden to action.

- 08/153 **Roads, Footpaths and Commons:** Cllr Ives reported that the Committee met on the 29th October and the main points discussed were:

1. The Committee's budget requirements for 09/10.
2. Update on parking outside McColls, West End Road. West Berkshire Council has agreed to install an additional 'parking parallel sign' in between the two other existing signs in the parking bay. This will be installed when other works are carried out in the village and this will help the Police with enforcement.
3. The Committee considered the items from Parish Council Minute No. 08/139(i) and agreed that items c, d & e would be delegated to Cllrs Smith, Clark and Ives to discuss at a meeting with St Mary's School.

4. Item b the Committee recommended that Cllr Lock be asked to investigate whether the sign could be installed before 2010.

The full council then discussed the wording/symbols for a speed limit sign. It was proposed that Stratfield Mortimer Parish Council should support wording in favour of a 20 mph speed limit sign outside both schools. This was put to the vote with 10 in favour and 2 against. Carried.

08/154 **Fairground, Trees and Amenities:** Cllr Blagden reported that the Committee met on the 22nd October. The main points from that meeting were: Mr Ian Titman-Reade was co-opted onto the Committee. The budget requirements for 09/10 were agreed. The S106 Open Spaces monies received for the Fairground were discussed and a recommendation will be passed to the Finance and General Purposes Committee. Cllr Blagden also reported that the Fairground Management Plan written by Mr Chris Smith of Farm and Countryside Liaison Services had been formally adopted. Contact has been made with several volunteer groups with a view to arranging for them to carry out specific tasks on the Fairground before the start of the nesting season. The feasibility of locking the Fairground Car Park Gate overnight was discussed and it was agreed to hold this over until the completion of the new building.

- i. **Monthly Play Area Inspection Report:** In the absence of Cllr Smith the Clerk read out his report which said that there was not much change from the last month, the contractor has been asked for repair the items highlighted last month. The self closing gate needs adjustment to prevent access for dogs although no further incidents of dog fouling inside the area has been reported. The Fairground Committee Meeting identified that there is money available in this year's budget to replace the safety surface under the junior swings.
- ii. **Update on the new Community Building:** The Chairman reported that there had been a slight delay due to the Parish Council waiting for an accurate plan from the CiC and this has now been produced. The formal documents will be forwarded to the CiC by the Parish Council's solicitors and it is hoped that these will be signed by both parties by the 21st November.

08/155 **Cemetery:** Cllr Clark reported that the Committee met on the 10th November 2008 and the main points discussed were:

1. The Committee's budget requirements for 09/10.
2. The Committee discussed and agreed changes to the Cemetery Regulations, Interment Form, Memorial Application form and an increase in fees. These will be put to the Full Council Meeting on the 11th December for adoption.
3. Proposed extension of the Cemetery. Correspondence has been received from Englefield Estates saying they hope to be in a position to make a decision before too long.
4. Further to Minute No 06/45 on the 12th October 2006 the period of Exclusive Rights of Burial was discussed. It was proposed that after taking advice from the ICCM that the Exclusive Rights of Burial reverts to 50 years from 75 years.

Cllr Clark proposed that further to the above recommendation from the Cemetery Committee that the period of Exclusive Rights of Burial in the Parish Council Cemetery reverts to 50 years from 75 years. This was seconded by Cllr Challis and unanimously resolved. Carried.

08/156 **Update on S106 Contributions for Stratfield Mortimer:** The Chairman reported that he and the Clerk met with Caroline Walsh, Developer Contribution Officer. West Berkshire Council to clarify what S106 contributions for Stratfield Mortimer had been spent, claimed and outstanding. Mrs Walsh gave a clear and concise briefing note and a spreadsheet showing current contributions. Money is distributed in accordance with the Supplementary Planning Guidance in the following areas:

- Transport
- Education
- Open Space
- Libraries
- Health Care
- Social Care

The briefing note and spreadsheet will be distributed to all councillors.

08/157 **Flooding Update:** The Clerk reported that further to Minute No. 08/128 a letter was sent to the residents at Blewburton Close who abut the stream. Some replies have been received but this is still

ongoing. A response was received on the 22nd October from Mr Mark Wickstead, Area Network Manager, Thames Water saying:

- According to the deeds for the water pumping station there appears to be no clear obligation for Thames Water to maintain the brook through land ownership although the land ownership does extend to very near by the stream's embankment and in the interests of good relations undertaken he has instructed his operators to keep an eye on the stream, remove litter from the embankment and clear debris that may build up and cause blockages.
- Thames Water's actions and programme for repair of sewers (including Beech Hill to Tun Bridge). Thames Water have no plans to upgrade the foul water sewer in The Street. As previously reported a CCTV inspection was carried out last year which found the sewer to be structurally sound and running well. Some build up of fat/grease was found so cleaning and de-scaling of the pipe was carried out. This has now been added to the regular schedule of cleaning so it can be monitored.
- Regarding the adoption of the sewer and fresh water systems on the Mortimer Hill Development he confirmed that Thames Water will only be adopting the foul sewer system. This will happen once the normal technical checks have been completed to ensure the sewers comply with required standards. The current situation is that the snagging list has been returned to the developer, Taylor Wimpey. Once these can be proved to have been fixed an adoption notice can be served and adoption could follow after about two months. The surface water system will not be adopted by Thames Water as it is purely for highway drainage (West Berkshire Council).

08/158 **Report on Emergency Planning Meeting:** Cllr Blagden gave an overview on the a Parish Emergency Planning Training Meeting at West Berkshire Council that he and Cllr Lock attended on the 15th October 2008. Cllr Blagden proposed that a working party be set up to look into what action needs to be taken in an emergency and this was unanimously agreed. The working party is to consist of Cllrs Philips, Morsley, Ives and Blagden.

08/159 **Report on Willink Joint Management Committee:** Cllr Morden reported that he attended the Joint Management Committee Annual General Meeting on the 27th October 2008. Dr Royce Longton was appointed Chairman and Cllr Morden was appointed vice-Chairman.

The Manager's report indicated that there were 30,388 users during the quarter July to September 2008. This is a steady increase on the previous two quarters. They have started 'street dance lessons' which have proved popular. They attended a 'Health and Wellbeing' event at AWE and expect to attract some of the 4,500 staff to take out membership.

The Secretary's report contained the following:

The Willink Leisure Centre is subject to an agreement relating to the joint management of facilities for community use at the leisure centre. The Agreement dates from 1996 to 2049 and was signed by Newbury District Council, Berkshire County Council and Burghfield, Stratfield Mortimer, Sulhamstead Parish Councils and the governing body of the Willink School. The obligations of Newbury District Council and Berkshire County Council were assumed by West Berkshire Council in 1998. The Willink Joint Management Committee had at that time (1996) a number of functions and powers, the appointment of the centre manager, setting of annual fees and charges etc. Over time management arrangements have changed considerably. The responsibility for these functions now lies with West Berkshire Council via its contract documentation, minimum standards specification and managing arrangements with its external leisure provider, Parkwood Leisure. During all these changes the role and powers of the JMC Board has remained unaltered. The principals of the 1995 Agreement remain sound but the role and function of the JMC clearly needs reviewing. New Terms of Reference and Protocols for the Willink Leisure Centre are being sent to all parties to the existing agreements. When these are received Cllr Morden suggested that the Parish Council's Finance and General Purposes Committee considers this proposal, bearing in mind Stratfield Mortimer's financial contribution of £8,000 per annum, and reports back to the full Council.

08/160 **Update on Community Policing/BMNAG:**

BMNAG: Cllr Ives reported that the BMNAG administration is deteriorating. A Police Inspector no longer attends and the meeting is run by a Police Neighbourhood Support Officer and the Clerk has resigned. A letter has been received from the Chief Executive of West Berkshire Council advising

that West Berkshire Council Officers are no longer going to attend BMNAG Meetings unless it is agreed in advance.

Community Policing: Cllr Ives reported that a meeting took place on the 21st October with the PCSO, Sgt and PC Simon Easton.

08/161 **Update on Parish Plan Refresh:** No update.

08/162 **Finance - To agree accounts for payment for November:**

The Clerk reported that on the 6th November 2008 Cllr Philips checked the Council's PAYE and Pension contributions and found them to be correct and in order. A vote of thanks was offered to Cllr Philips. The Clerk also reported that on the 12th November 2008 an Internal Audit was carried out by the Parish Council's Internal Auditor and a report will be made to the next meeting. In accordance with the Council's Financial Regulations all the following items for payment were considered together. Cllr Philips proposed that these 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. Temporary Custodian's Salary.
- vi. RBWM BACS Payment (Pension).
- vii. Stewarts of Mortimer Ltd (Mortimer Link) £900 inc VAT.
- viii. Pipex Homecall Ltd (telephone Parish Office) direct debit £25.81 inc VAT.
- ix. Co-Operative Bank Visa Direct Debit £9.95 (Forbuoys Ltd £7.95 and £2.00 Service Charge)
- x. Ian Philips (grass cutting Cemetery) £174.23 inc VAT.
- xi. Royal British Legion (wreath) £20.00.
- xii. i-next (web site training) £52.88 inc VAT
- xiii. J B Corrie & Co Ltd (installation of new tennis court fence) £23,469.45 inc VAT
- xiv. West Berkshire Council (supply and installation of 2 new dog bins Fairground) £419.65. Held over.
- xv. Glasdon Manufacturing Ltd. (purchase of new seat and plaque) £516.74 inc VAT
- xvi. T B Estate Services Ltd. (hire of heras panels to 6.10.08 and dismantle, remove and return panels) £323.13 inc VAT.

08/163 **Correspondence:**

- CPRE 'Stop the Drop' Parish Toolkit. A campaign to tackle litter and fly tipping etc. Passed to Roads Footpaths and Commons Committee.
- Letter from West Berkshire Council advising that the Area Forums have been suspended and that Members approved the Task Group's nine recommendations including A new Public Engagement Model based on Members and Officers attending and having a high profile presence at five events/locations a year to be introduced.
- West Berkshire Council, Rural Housing Protocol Consultation.
- Communities and Local Government, Codes of Conduct Consultation for local authority members and employees. Closing date 24th December 2008. Copy can be viewed in the Parish Office or at www.communities.gov.uk
- Letter from Mr G B Mayes regarding the Planning Application for an additional car park at Mortimer Station. This was passed to the Planning Committee.

08/164 **Minor Matters/Future Agenda Items:**

- Cllrs Philips attended the District Parish Conference at West Berkshire Council.
- Cllrs Blagden and Morsley attended the Business Forum Group at Ufton Nervet.

Date of Next Meeting: Thursday 11th December 2008 at 7:30 p.m.

The Meeting closed at 9:32pm