



Stratfield Mortimer Parish Council

Unadopted Minutes of Meeting

held on 10th September 2009 @ 7.30 p.m.

Present: Councillors: T Shorrock (Chairman), P Challis, D Morsley, D Ives, J Morden, M Lock, A Thorpe (until 10pm), A Colaço, A Philips, P Blagden, R Barker, N Kiley and the Clerk.

Prior to the meeting a presentation was made to the Parish Council by PC Perrin Bateman and PC Penny Vine giving an update on crime in the Mortimer area.

Apologies: Councillors S Clark, K Davies and A Smith,

Declaration of Interest: Cllr Philips 09124 (x) and (xxix)

09/124 **Minutes and Matters Arising:**

Minutes: The Minutes of the Parish Council Meeting of 9th July 2009 were approved as a true record and signed by the Chairman.

Matters Arising:

09/108 Clarification on the suspension of Standing Orders in relation to the Local Government Act 1972: The Clerk has sought advice from the National Association of Local Council's solicitor whose response was as follows: 'The provisions of the Local Government Act 1972 (Schedule 12) are paramount and any business to be transacted at the meeting must be included on the agenda. Standing Orders enable councils to regulate how their proceedings etc. are run but are not to be at the expense of any statutory requirements. There is a hierarchy in law and the requirements of the law (Schedule 12 Local Government Act 1972) will always take precedence over Standing Orders, the Council risk being ultra vires if they act otherwise.'

09/100 Reply from West Berkshire Council regarding school buses to Willink School and suggested provision of a bus stop in West End Road. They replied giving details of the three bus routes to Willink and say that as none of the buses travel along West End Road it will not be appropriate to make Glenapp Grange an additional stop.

09/125 **Planning:** Cllr Morden reported that the Planning Committee had met twice since the July meeting on the 15th July and 6th August 2009:

09/00901/HOUSE 28 The Avenue. Two storey rear extension with dormer windows. No objection.

09/01024/HOUSE Church Farmhouse, The Street. Victorian style greenhouse to front of property. No objection.

09/01140/LBC Little Park Farm, Beech Hill Road. Demolition of redundant grain store building. No objection.

09/01161/HOUSE 18 Strawberry Fields. Conservatory. No objection.

09/01245/FULD 36 Stephens Road. Erection of new 3 bedroom house and car port adjacent to 36 Stephens Road. No objection.

09/01265/HOUSE 31 Windmill Road. Conservatory to rear elevation. No objection.

09/01333/FULD Little Park Farm, Beech Hill Road. Conversion of outbuildings adjacent to Farm House to 3 studio units. No objection.

09/01076/HOUSE Kypings, Ravensworth Road. Ground floor rear extension, increase in roof height (2m) to allow loft conversion.

Subject to any objections from neighbours to rear (Birchlands Close) the Parish Council has no objection.

09/01478/FULD 66 Victoria Road. Change of use from office to residential. No objection

09/01510/HOUSE Willow Cottage, 5 St Catherine's Hill. Two storey front extension. No objection.

The following recommendations have been received from the Officers at West Berkshire Council under delegated powers.

- 09/00828/HOUSE Mortimer House, Mortimer Lane. Single storey timber outbuilding. Approval.
 09/00862/FUL Mortimer St John's C of E School. Single storey extension and alterations to existing kitchen. Approval.
 09/00901/HOUSE 28 The Avenue. Two storey rear extension with dormer window. Approval.
 09/00944/HOUSE 25 Groves Lea. Two storey side/rear extension. Approval.
 09/01161/HOUSE 18 Strawberry Fields. Conservatory. Approval.
 09/01265/HOUSE 31 Windmill Road. Conservatory. Approval.

The following applications have been withdrawn:

09/00827/REM: Longmoor Cottage. Following outline permission (07/01945) the application for reserve matters, access, appearance, landscaping, layout and scale.

09/01245/FULD: 36 Stephens Road. New 3 bedroom house.

Notice of appeal has been received against West Berkshire's refusal of permission for the erection of a new house on land adjacent to 37 Stephens Close (09/00364/FULD). The appeal will be written statements and a site visit by the Inspector.

09/126 **Update on Station Car Park Planning Appeal:** The Parish Council's appeal has been dismissed. The reasons for dismissal:-

1. Road safety. The 85th percentile speeds are at the limit of the stopping sight distance. Any back up of cars due to traffic flow would reduce the stopping sight distance to an unacceptable level.
2. Accepted that the existing car park entrance does not meet this standard does not justify the introduction of a new substandard development.
3. Disabled travellers returning to either car park needing to traverse the road bridge would be a significant hazard.
4. Large scale urbanising element in the countryside.

The Inspector's full report is available for inspection in the Parish Council Office.

It was agreed that an Agenda item will be put on the October Meeting Agenda on how to proceed forward with this project.

09/127 **Roads, Footpaths and Commons:** Cllr Ives reported that the Committee met on the 10th August 2009 and that some of the Agenda items discussed such as update on parking on West End Road, location for VAS for The Street and re-modelling the war memorial island etc cannot move forward until after the site visit with West Berkshire Council officers in September/October. Other items discussed included:

Following an audit by Parish Councillors on the condition of road surfaces within the Parish, these have been forwarded to West Berkshire Council Highways Department with Stephens Road, The Street and Victoria Road highlighted as priority.

The response from WBC regarding the provision a salt bin on highway land outside St John's School was: a new salt bin should not be sited on a primary salting route; only sited where there is a steep and/or hazardous gradient; only if it is possible for a lorry to gain access in order to install the bin and fill with salt, in cases of special need and if funding is available in the appropriate budget. Taking these points into account WBC have agreed to put this forward for possible inclusion into the salt bin schedule when the Council's Winter and Adverse Weather Plan is reviewed during August 2009.

To arrange deployment of SID Machine and training for new operators.

New replacement barriers have been installed on Brewery Common to replace the ones destroyed by the travellers.

The request as a result of the Parish Plan Refresh public consultation to replace the existing kissing gates on Brewery Common to larger gates was discussed. It was agreed to leave the existing gates installed by the Parish Council in 2003 (after consultation with local residents and agreement from the Highway Authority) as is as there is already an un-gated access to Windmill Common via Byway No 26 off of Windmill Road.

A request from a resident for a replacement seat to be installed on the verge opposite East End House on The Street was considered but it was felt that there is insufficient space and the proposed site was no longer considered a safe siting for a seat.

i. To consider recommendations from Roads, Footpaths & Commons Committee to employ TRL to

carry out a traffic survey at 6 locations over a two week period and to produce a report at a cost of £1,000 plus VAT. This was put to the vote with 6 in favour, 5 against and 1 abstention. Motion carried. Clerk to action.

- 09/128 **Fairground, Trees and Amenities:** Cllr Blagden reported that the Fairground Committee met on the 2nd September 2009. Other items that are not agenda items below were discussed:
The Fairground Trustees have stated that as a hedge is a temporary structure that it would not require the Trust's permission and that SMPC could go ahead (09/93(vii) refers)
To consider the feasibility and cost of SMPC providing dog waste disposal bags (with dispensers) at all dog bins on the Fairground: After investigation the Committee did not recommend the provision of bags and felt it would not encourage those dog owners who do not clear up after their dogs. They felt that the likely cost and other difficulties would not result in significant improvements. It is recommended to campaign through the newsletter to encourage dog owners to be responsible and to put up temporary anti-dog fouling posters.
- i. **To consider recommendation from F T & A Committee to aerating and spraying the entire recreational area at an approximate cost of £608 plus VAT:** Cllr Blagden proposed the above. Seconded by Cllr Morsley and carried by 11 votes in favour to 1 abstention. Clerk to action.
 - ii. **To consider recommendation by F T & A Committee to replace 4 kissing gates on the Fairground. Gates to be supplied by West Berkshire Council (as they are on public footpaths) and installation costs to be met by SMPC:** Cllr Blagden advised that four of the five kissing gates on the Fairground are badly rusted. West Berkshire Council has kindly agreed to pay for new gates but SMPC will need to pay for their installation. No quotation for this work is available at present but it was unanimously agreed to provisionally approve this. To be an Agenda item for the October Council meeting.
 - iii. **To consider recommendation from F T & A Committee to plant a hedge along the eastern side of footpath No 37 (between the play area and Windmill Road) and if agreed seek permission from the Fairground Trustees and West Berkshire Council Rights of Way Department:** Cllr Blagden reported that this was discussed at the committee meeting on the 2nd September and whilst mindful of possible security concerns it is the intention to keep the hedge to a maximum height of 1.2m. It is not expected to incur significant costs as the hedge will be partially sown from self sown seedlings and saplings and it is planned that the maintenance will be done by volunteers. No further permission will need to be sought from the Trustees (see 09/128 above). Cllr Blagden proposed that a hedge be planted; this was seconded by Cllr Lock and unanimously resolved.
 - iv. **Monthly Play Area Inspection Report:** In the absence of Cllr Smith the Clerk read the report. The Play Area has been well-used during the summer holidays, with no damage or breakdowns. There has been a rash of graffiti, some of which is offensive whilst some has been removed it has reappeared and needs either removing professionally or over painting. The main target has been the multi-play unit. There have been some reports of people taking dogs into the play area but these incidents are rare. The Clerk to contact WBC anti graffiti team.
 - v. **Update on completion of the Stratfield Mortimer Community Centre Sub Lease:** The Clerk reported that the CiC's building contractor had sprayed the grassed area to the left of the Community building and utility trench with a selective herbicide to help control the weeds and had also over seeded the area. Cllr Shorrock proposed that the Parish Council now signed the sub Lease to the CiC for the area of the new Community building, this was seconded by Cllr Blagden and was carried by 9 votes to 3. The Clerk to sign the sub Lease and return it to the solicitors acting.
- 09/129 **Cemetery:** No report.
- 09/130 **To appoint a Parish Council nominated Trustee to the Stratfield Mortimer Fairground Trust:** Cllr Lock proposed that the Council appoint Cllr Kiley be its nominated Trustee on the Stratfield Mortimer Fairground Trust to fill the vacancy following the resignation of Mr C Lewis; this was seconded by Cllr Morsley and unanimously resolved. The Clerk to action.
- 09/131 **Update on Community Policing: To approve the hiring of a hall to promote wider public participation in both Neighbourhood Watch and the Neighbourhood Action Group:** Cllr Ives

advised that the PCSO wishes to hold a public meeting for Neighbourhood Watch and Neighbourhood Action Group and asked if the Parish Council could consider funding the hire of a hall. Cllr Ives proposed that SMPC approve funding of a hall if it is to be held after the October Newsletter is sent out so publicity can be maximised. This was seconded by Cllr Blagden and unanimously carried.

09/132 **Update on BMNAG Meeting held on 4th August 2009:**

Cllr Morsley reported that an amendment had been made to the draft NAG Minutes of the 4th August under 'Youth Engagement' which now says that the 'Mortimer Parish Plan working party was going ahead with gathering information about the possibility of' ... instead of 'Mortimer PC still wanted to go ahead with'. Other items discussed at the NAG meeting: Mark Vernon, head of Youth Services at WBC had responded saying that a web based questionnaire, set up at Willink School, would be best undertaken in the Autumn term.. It was reported that the tree month trial of youth football sessions had finished and the average weekly attendance had been 7 to 11. The current status of the boxing club due to start in Mortimer was also discussed. Speeding in all parishes was discussed; where SID had been deployed results were still not being relayed by WBC to PC Bateman and no response regarding this had been received from Roland Bainbridge and WBC. PC Bateman and PCSO Innes gave reports about the increases in crime. Some arrests have been made and others are pending. Cheryl Evans, Senior Road Safety Officer WBC will be attending the next NAG Meeting on the 22nd September.

09/133 **To consider the approval and adoption of the Stratfield Mortimer 2009 Parish Plan Refresh Action Plan:** Cllr Morden proposed an amendment to the proposed motion. This was seconded by Cllr Thorpe and carried by 6 votes to 5. Cllr Morden then proposed that SMPC convene an Extraordinary Council Meeting in order that the full council consider in detail and agree content of the Stratfield Mortimer 2009 Parish Plan document before it is put forward for adoption. This was seconded by Cllr Thorpe and carried by 6 votes to 5. The Clerk to check on hall availability in order that the Chairman can call an Extraordinary Council Meeting.

09/134 **To consider appointing two SMPC representatives to sit on the committee of the Mortimer Village Partnership (MVP):** This motion was withdrawn. Cllr Shorrock proposed that the Parish Council would welcome a representative appointed from the Mortimer Village Partnership to report and liaise with SMPC. This was seconded by Cllr Lock and unanimously resolved.

09/135 **To approve expenditure not to exceed £500 for the purpose of booking meeting rooms for the formation /set up of various local clubs; after these initial meetings these gatherings will become self-funding:** Cllr Blagden proposed to approve expenditure not to exceed £500 for the purpose of booking meeting rooms for the formation/set up of various local clubs as specified in the Parish Plan draft proposal; after these initial meetings these gatherings will become self funding. Lots not to exceed £50 each. This was seconded by Cllr Kiley and unanimously resolved. All relevant invoices are to be passed to the Clerk (RFO) for payment direct.

09/136 **To approve attendance by 2 PPRWP representatives at the West Berkshire Funding Fair at Newbury Hilton, Pinchington Lane, Newbury on 23rd September 2009 6pm - 8:30pm at no cost:** Cllr Morsley proposed the above motion that two non councillors attend the above funding fair, this was seconded by Cllr Thorpe and carried by 10 votes in favour to 1 against and 1 abstention. The meeting asked that the attendees submit a report back to SMPC.

09/137 **To approve that the PPRWP has a stall at the Fun Run on the Fairground on 27th September in order that parishioners can see and discuss the results of the Parish Plan refresh questionnaire:** Cllr Blagden proposed the above motion that the Parish Plan Refresh Questionnaire Results document only be printed off and handed out to parishioners at the Fun Run, it was seconded by Cllr Barker and carried by 10 votes to 2.

09/138 **To approve that SMPC allow the MVP access to the volunteers' contact details for the purposes of following up proposed village initiatives e.g. litter picking and other community works:** Cllr Blagden proposed the above motion; it was seconded by Cllr Kiley and unanimously carried.

09/139 **Permission is requested from SMPC to set up a working party to action any changes to the Action Plan requested by SMPC on the progress of the Action Plan:** Cllr Blagden proposed the above motion; it was seconded by Cllr Kiley and carried by 10 votes

- to 2.
- 09/140 **Following the presentation prior to the July Parish Council meeting SMPC would like to formally express its support for the cricket club's proposals to stage a fund raising cricket match and event on the Fairground 2010:** Cllr Lock proposed the above motion, it was seconded by Cllr Blagden and carried unanimously.
- 09/141 **Update on Flooding Issues:** The Clerk gave an update on recent correspondence with West Berkshire Council and the Environment Agency regarding the installation of the new flap valve at Tun Bridge.
- 09/142 **To consider purchasing a leaf blower for Custodian's use at a maximum cost of £495.50 plus VAT:** Cllr Shorrocks proposed the above motion, it was seconded by Cllr Ives and carried by 7 votes in favour, 3 against and 2 abstentions. Clerk to action.
- 09/143 **Report from District Councillors:** Cllr Lock reported that the work to improve the drainage on Brewery Common is due to start the week commencing the 14th September. There has been a delay in the refurbishment of the Library; David Appleton, Head of Cultural Services West Berkshire Council has confirmed that this was due to Southern Electric suspecting the presence of Asbestos this has now been resolved and the electricians are due to visit shortly to improve the lighting. He anticipates that the refurbishment will now be completed by Christmas. Thames Water have announced that they will be adopting the sewers and drains on Mortimer Hill on the 16th September. Adoption of the highways by West Berkshire Council depends on Taylor Wimpey carrying out minor works and paying the Council's fees. The open spaces now require a range of jobs which have been agreed between the WBC and Taylor Wimpey and if these are carried out to the Council's satisfaction over the planting season WBC will adopt the open spaces in the spring. Willink School gained 75% of passes at A level A* to C grades and at GCSE 66% of pupils gained 5 or more A* to C grades including Maths and English. This is above the national average. Cllr Thorpe left the meeting.
- 09/144 **To ratify re-investment of Guaranteed Investment Account balance for a further 6 months from 25th August 2009:** Proposed by Cllr Shorrocks and seconded by Cllr Ives and carried unanimously.
- 09/145 **Finance - To agree accounts for payment for August/September:**
The Clerk reported that Messrs Mazars (the Parish Council's external auditors) have returned the Annual Return for the year to 31 March 2009 duly audited with an unqualified opinion. A copy of the public notice advising of the conclusion of the audit and that the annual return will be available for inspection (by prior notice) will be advertised on the Parish Council notice boards for 14 days from the 15.9.09. A vote of thanks was offered to the Clerk (RFO) for all her hard work in completing the audit.
In accordance with the Council's Financial Regulations all the following items for payment were considered together. Cllr Ives proposed that these be paid; this was seconded by Cllr Kiley and carried unanimously.
- August
- i. Clerk's Salary
 - ii. H M Revenue & Customs (Tax and NI)
 - iii. Clerk's Expenses
 - iv. Temporary Custodian's Salary
 - v. RBWM BACS Payment (Pension)
 - vi. Stewarts of Mortimer Ltd (Mortimer Link) £900 inc VAT.
 - vii. Pipex Homecall Ltd (telephone Parish Office) Direct Debit £27.38 inc VAT
 - viii. Co-Operative Bank Visa Direct Debit £7.92 (McColls £5.92 and £2.00 Service Charge)
 - ix. British Telecom (telephone rental PO) Direct Debit £60.74
 - x. Ian Philips Farm and Garden Service (grass cutting Cemetery) £170.52 inc VAT
 - xi. Dads Shop Ltd £112.24 inc VAT
 - xii. T B Estate Services Ltd (Installation of dog bin and repair of kissing gate, Fairground) £86.25 inc VAT
 - xiii. Advance Printing & Design (Newsletter) £385.00
 - xiv. Engravaservice (new Chubb Security padlocks, keys and specially printed key fobs etc.)

- £394.45 inc VAT.
- xv. Fieldwork Rest and Play Ltd (new safety surface beneath infant swings and roundabout) £4,945 inc VAT
 - xvi. Econet (maintenance Fairground) £40.00
 - xvii. Stratfield Mortimer Fairground Trust (rental) Standing Order £1,000
 - xviii. Thames Metal Crafts (welding) £25.00
 - xix. Royal Mail Group Ltd (Freepost PP Questionnaire) £0.28
 - xx. Viking Direct (new office telephone) £49.44 inc VAT.
 - xxi. Glasdon Manufacturing Ltd (2 x seats for Fairground) £722.43 inc VAT
 - xxii. September:
Clerk's Salary
 - xxiii. H.M. Revenue and Customs
 - xxiv. Clerk's Expenses
 - xxv. Temporary Custodian's Salary
 - xxvi. RBWM BACS payment (Pension)
 - xxvii. Stewarts of Mortimer Ltd (Mortimer Link £900 inc VAT)
 - xxviii. Pipex Homecall Ltd (telephone PO) Direct Debit £25.87
 - xxix. Co-Operative Bank Visa Direct Debit £2.00 (service charge)
 - xxx. Ian Philips (grass cutting Cemetery) £170.52 inc VAT
 - xxxi. I Next Ltd (renewal of email account or one year) £25.30 inc VAT
 - xxxii. Thames Water (water trough Fairground) Direct Debit £9.87
 - xxxiii. Mazars (Audit Fee) £632.50 inc VAT
 - xxxiv. R M Weavers (grass cutting Fairground) £620.51 inc VAT
- 09/146 **Correspondence:**
- West Berkshire Council, Letter regarding access to the West Berkshire Anti Social Behaviour Database. The Clerk will contact WBC to register to access.
 - West Berkshire Council letter clarifying WBC's position in relation to CAWB.
- 09/147 Minor Matters/Future Agenda Items:
- Cllr. Barker asked if the cost of the bus to St Mary's School could be an agenda item for next month's meeting.

Date of Next Meeting: Thursday 8th October 2009 at 7:30 p.m.

The Meeting closed at 10.25 p.m.