



Stratfield Mortimer Parish Council

Minutes of the Annual Parish Council Meeting held on 12th May 2011 @ 7.30 p.m.

Before the meeting commenced a Minute's silence was held for the late Cllr Steve Clark to remember all he did for the Council and the village.

Present: Councillors: R Barker, P Blagden, J Bull, P Challis, M Dennett, J Earl, D Ives, N Kiley, M Lock, J Morden, D Morsley, A Philips, G Puddephatt, A Thorpe, P Wingfield and the Clerk.

The Clerk confirmed that all Members have signed the statutory Declaration of Acceptance of Office.

- 11/76 **To Elect a Chairman for 2011/2012:** Cllr Puddephatt was nominated as Chairman by Cllr Lock and seconded by Cllr Thorpe; Cllr Barker was nominated as Chairman by Cllr Kiley and seconded by Cllr Morsley. As at least two Members requested a signed ballot a signed paper ballot was held. Cllr Barker was duly elected as Chairman for 2011/2012 by 9 votes to 6. Councillor Barker signed the Declaration of Acceptance of Office, which was witnessed by the Clerk.
- 11/77 **To Elect a Vice Chairman for 2011/2012:** Cllr Puddephatt was nominated as Vice Chairman by Cllr Lock and seconded by Cllr Bull; Cllr Wingfield was nominated as Vice Chairman by Cllr Kiley and seconded by Cllr Blagden. As at least two Members requested a signed ballot a signed paper ballot was held. Cllr Wingfield was duly elected as Vice Chairman for 2011/2012 by 8 votes to 7. Councillor Wingfield signed the Declaration of Acceptance of Office, which was witnessed by the Clerk.
- 11/78 **To receive Apologies:** None
- 11/79 **To receive any Declarations of Interest:**
Declarations of Interest were received from:
Cllr Philips 11/94 (viii) payment to Ian Philips Farm & Garden Service.
Cllr Bull 11/94 items (xviii) payment to Dads Shop and (xxi) payment to St John's Hall Management Committee.
Cllrs Lock, Barker, Morsley and Blagden (xix) payment of Grant Cheque to Mortimer Village Partnership.
- 11/80 **To approve Minutes of Meeting 14th April 2011:** The Minutes of the Parish Council Meeting of 14th April 2011 were approved as a true record and signed by the Chairman.
- 11/81 **To receive Clerk's update (for information only):**
11/58: The Clerk advised that both the insurance certificate and annual hire fee had been received from the Fairground business user, the insurance certificate but no fee from Mortimer Tennis Club and neither the insurance certificate nor fee from Mortimer Cricket Club had yet been received.
11/64: The Clerk informed that the Licence had been sent to the Youth Club for signature.
11/68(i): The Clerk confirmed that the two new litter bins had been ordered and received and that she will make arrangements for the installation once the exact locations have been confirmed.
11/67: The Clerk advised that West Berkshire Council (WBC) had installed the replacement gateway signs on Brewery Common the previous week only to find that two days later they had gone (along with all the other replacement ones in the Parish). WBC subsequently advised that they had removed these signs and were having them re-made again as they had been manufactured in grey instead of yellow.

11/82 To Appoint Committee Members for 2011/2012:

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

a) Planning:	Cllrs: J. Morden, P Challis, A Thorpe, A Philips, N Kiley, D Ives and G Puddephatt
b) Roads, Footpaths & Commons:	Cllrs: A Philips, D Ives, M Dennett, J Earl, P Blagden and J Bull
c) Fairground, Trees & Amenities:	Cllrs: P Blagden, M Lock, D Morsley, D Ives, A Philips and J Bull
d) Cemetery:	Cllrs: P Blagden, D Morsley, A Thorpe, N Kiley, P Challis and G Puddephatt
e) Communications:	Cllrs: P Blagden, G Puddephatt and D Morsley
f) Finance & General Purposes:	This Committee has fixed membership and is made up of the Chairman, Vice Chairman and Committee Chairmen

11/83 8:00pm: The Chairman adjourned the Meeting.

8:06pm: The Meeting was re-convened.

To Elect Committee Chairmen for 2011/2012:

(In accordance with Standing Order 21.1)

	<u>Committee Chairmen 2011/2012</u>
a) <u>Planning</u> : Cllr Morden was proposed by Cllr Thorpe and seconded by Cllr Puddephatt and as there were no other nominations was duly elected Committee Chairman for the ensuing year	Cllr J Morden
b) <u>Roads, Footpaths & Commons</u> : Cllr Ives was proposed by Cllr Bull and seconded by Cllr Philips and as there were no other nominations was duly elected Committee Chairman for the ensuing year.	Cllr D Ives
c) <u>Fairground, Trees & Amenities</u> : Cllr Blagden was proposed by Cllr Morsley and seconded by Cllr Lock and as there were no other nominations was duly elected Committee Chairman for the ensuing year	Cllr P Blagden
d) <u>Cemetery</u> : Cllr Morsley was proposed by Cllr Kiley seconded by Cllr Barker and as there were no other nominations was duly elected Committee Chairman for the ensuing year	Cllr D Morsley
e) <u>Communications</u> : Cllr Puddephatt was proposed by Cllr Blagden and seconded by Cllr Morsley and as there were no other nominations was duly elected Committee Chairman for the ensuing year	Cllr G Puddephatt

11/84 To Appoint Other Representatives for 2011/2012:

a) Burghfield & Mortimer Volunteer Bureau:	Cllr J Earl
b) St John's Hall Management Committee:	Cllr D Morsley
c) Willink Recreation Centre Joint Advisory Committee:	Cllr J Morden
d) Relief in Need Charity:	Cllr A Philips
e) Clarke's Educational Foundation:	Mr T Shorrocks
f) Burghfield & Mortimer Neighbourhood Action Group	Cllr M Dennett

11/85 To Approve Other Appointments for 2011/2012:

a) Play Area Inspector:	Mr Terry Hall (Custodian)
b) AWE Local Liaison Committee:	Cllr M Lock

- 11/86 **Finance and General Purposes Committee Report:** This was held over until the next meeting.
- 11/87 **To Approve recommendation from RFO for the renewal of SMPC Annual Insurance with AON (premium of £691.26):** The Clerk confirmed that she had reviewed the insurance renewal (in accordance with the SMPC Risk Management Policy No 1B) and confirmed that she is satisfied with all aspects of the renewal notice. She also confirmed that an alternative quotation had been obtained from an insurance broker, Came and Company, but this was disregarded as it was not comparable with the quotation renewal from Aon. Cllr Barker proposed that SMPC renew their insurance with AON and pay the premium of £691.26. This was seconded by Cllr Kiley and unanimously resolved.
- 11/88 **To Receive Planning Report:** Cllr Morden reported that the Planning Committee had met once on the 3rd May 2011 to comment on planning applications received by West Berkshire Council:
- 11/00421/HOUSE 14 Longmoor Lane. Single storey side and front extension with internal alterations. No objections.
- 10/00554/HOUSE 62 Stephens Firs. Demolition of existing flat roofed side extension. Construction of larger single storey side extension with pitched and tiled roof. Construction of front porch. No objections.
- The following decisions have been received from West Berkshire Council:
- 11/00231/HOUSE Myrtle Cottage, 14 Windmill Road. Demolition of existing single storey rear extension and replace with two storey rear extension. Approved.
- 11/00337/NONMAT 10 Victoria Road. Amendments to 10/02710 to change a window for a door and a door for a window. Approved.
- Tree Preservation Order (TPO) 201/21/822A: The Red House, 54 West End Road. The statutory time for representations has now elapsed and the TPO is now confirmed with effect from 20th April 2011 in accordance with the provisions of Sections 198, 199 and 201 of the Town & Country Planning Act 1990 and the Town & Country Planning (Trees) Regulation 1999.
- Cllr Morden confirmed that the letter from Englefield Estates regarding the allocation of land for allotments and an extension to the Cemetery had not yet been received. It was agreed that Cllrs Earl, Bull and Blagden would work with the Clerk to make a start on the paperwork for the provision of allotments.
- 11/89 **Fairground, Trees and Amenities Committee:**
- i.* **To Receive Monthly Play Area Inspection Report:** The Clerk reported that there are a few minor problems on the Adventure Area and that the play equipment company are going to return to site to address these. Cllr Morsley read out a letter that had been received from Mortimer Cubs who advised that they had reviewed the new equipment and commented on a couple of pieces that were a bit stiff. The Clerk is to add these items to the list and reply to the Cubs. Cllr Blagden also reported that one of the footboards on the Rocking Horse was broken, the Clerk said she would get this replaced.
- 11/90 **Further to the sad loss of Cllr Steve Clark to consider a suitable recognition:** It was agreed that this should be an Agenda item for the July Meeting and Cllr Kiley is to speak to Sarah Clark.
- 11/91 **To receive update regarding suitable sites identified for the temporary and permanent placing of the two cricket sight screens on the Fairground (Minute No 11/69 (I and ii) refers):** The Clerk confirmed that she had written to the Cricket Club on the 19th April regarding the temporary placing of the screens. Cllr Blagden confirmed that the Councillors and the Clerk had met with members of the Cricket Club on two occasions and he proposed that the sight screens be sited (during the season) adjacent to the tennis courts by the existing concrete base for the practice nets. This was seconded by Cllr Lock and carried by a majority of 12 votes (with 1 abstention). Cllr Barker proposed that the Clerk be instructed to send a letter to the Cricket Club to confirm the details of the storage of the sight screens and the need for Public Liability Insurance in line with the terms of the Agreement dated the 10th June 2010 and this was unanimously agreed.
- 11/92 **To receive draft Minutes from BMNAG Meeting 26.04.2011:** Held over as not received yet.
- 11/93 **To receive report from District Councillors:** Cllr Lock reported that the WBC Three Year Highway Improvement Programme 2011/2012 to 2013/2014 had been called in due to short notice given to WB Councillors. The new WB Council is to meet on the 17th May when all councillors will know to which Committees they are appointed, the new Chairman and Vice Chairman of the Council will be elected and the Committees then in turn elect their Chairman. The composition of the Council is 39/13 and places to Committees reflect this ratio. The Planning Department has

informed Councillors that due to a number of vacant posts being frozen it is now taking up to 12 days to validate and register a planning application.

11/94 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 Wingfield proposed that these be paid, this was seconded by Cllr Kiley and carried by 12 votes to 6 abstentions.

- i. Clerk's Salary
- ii. H M Revenue & Customs (Tax and NI)
- iii. Clerk's Expenses
- iv. Custodian's Salary
- v. RBWM
- vi. Stewarts of Mortimer Ltd (Mortimer Link) £919.15 inc VAT.
- vii. Co-Operative Bank Visa Direct Debit £2.00 Service Charge
- viii. Ian Philips Farm and Garden Service (grass cutting Cemetery) £177.94 inc VAT
- ix. West Berkshire Council (quarterly photocopying charges) £61.92 inc VAT
- x. SLCC Berkshire (Training Day 8th June 2011) £25.00
- xi. National Society of Allotment & Leisure Gardeners Ltd (annual membership renewal) £66.00 inc VAT
- xii. Aon Ltd (Parish Council Insurance) £691.26
- xiii. Mr A Harland (Internal Audit Fee) £282.00 inc VAT
- xiv. BALC (postage costs) £7.02
- xv. Glasdon UK Ltd (purchase of two new litter bins s106 open spaces expenditure) £620.20 inc VAT
- xvi. Viking Direct (stationery) £101.46
- xvii. West Berkshire Council (PC contribution towards utility bills for Parish Office) £615.00
- xviii. Dads Shop Ltd £96.37
- xix. **Payment of Grant Cheques for 2011/2012:**

Mortimer Hornets	£ 340.00
Stratfield Mortimer Community Centre (CiC)	£1,000.00
Mortimer Cricket Club	£1,140.00
Alfred Palmer Memorial Playing Field	£ 800.00
The Stratfield Mortimer Benefice	£ 800.00
Mortimer Village Partnership (MVP)	£ 762.00
- xx. R M Weavers (grass cutting F/G) £212.59 inc VAT
- xxi. St John's Hall Management Committee (APM) £35.00

11/95 To receive Correspondence:

- WBC. A letter asking for Parish Councillor nominations for the WBC Standards Committee. Cllr Morsley expressed an interest.
- An invitation from CPRE Berkshire Branch to the AGM and Reception on Friday 20th May 2011 at Englefield House. Cllrs Kiley, Morsley, Earl and the Clerk expressed an interest.
- A letter from a member of the public asking for a site meeting to discuss the impact of the new Adventure Area on the residents of King Street. The Clerk will arrange.
- An invitation from the Local Access Forum to 'The Great Outdoors' on Wednesday 25th May.
- A booklet from the CCB entitled 'Empowering Young People'.

11/96 To receive Minor Matters (for information only):

- The Clerk advised that she will arrange for new Bank Signing Mandates to be completed.
- It was agreed as Austin Colaço did not get re-elected that a letter would be sent thanking him for his services to the Parish Council.
- Cllr Morsley stated that with respect to the statement regarding John Bull in the Conservative Party leaflet 'In Touch' distributed during the recent election campaign period, Mortimer Village Partnership (MVP) wishes to make it clear that it had no knowledge or part in the statement. Furthermore MVP wishes it to be clear that it has no

involvement in any political party and does not claim any involvement in nor credit for the new Adventure Area on the Fairground. Cllr John Bull apologised.

11/97 To receive Future Agenda Items:

- The Clerk advised that a letter from the Pageantmaster had been forwarded to the Council by Air Vice Marshal Barry Newton regarding HM The Queen's Diamond Jubilee Beacons 4th June 2012. It was agreed that this would be placed on the next Agenda.
- To consider the appointment of a PC Representative on the Wokefield Common Advisory Committee.
- To discuss at the next Finance & General Purposes Meeting an SMPC representative at the PCSO Liaison Meetings.

Date of Next Meeting: Thursday 9th June 2011 at 7:30 p.m.

The Meeting closed at 9:25 pm