



## **Stratfield Mortimer Parish Council**

### **Minutes of the Parish Council Meeting held on 9<sup>th</sup> June 2011 @ 7.30 p.m.**

**Present:** Councillors: R Barker, P Blagden, J Bull, P Challis, M Dennett, J Earl, N Kiley (8:10), M Lock, J Morden, D Morsley, A Philips, G Puddephatt, P Wingfield and the Clerk.

**To receive Apologies:** Cllrs Ives and Thorpe.

**11/98 To receive any Declarations of Interest:**

Declarations of Interest were received from:

Cllr Philips 11/112 (ix) payment to Ian Philips Farm & Garden Service.

Cllr Bull 11/112 (xv) payment to Dads Shop.

Cllrs Barker, Morsley, Bull and Blagden Agenda items 11/109 and 11/110 (Mortimer Village Partnership)

**11/99 To approve Minutes of Annual Parish Council Meeting 12<sup>th</sup> May 2011:** The Minutes of the Annual Parish Council Meeting of 12<sup>th</sup> May 2011 were approved as a true record and signed by the Chairman after two small amendments were made, Cllr Challis added to Cemetery Committee and Cllr Puddephatt name removed from Clarke's Educational Foundation (see 11/100).

**11/100 To receive Clerk's update (for information only):**

**11/84(e):** The Trustees of Clarke's Educational Foundation have advised that Mr Tom Shorrocks was appointed by SMPC on a four year term and that under the terms of the Deed will remain as a trustee to the end of his term (2013). Mr Shorrocks has confirmed that he wishes to remain as a trustee until the end of his term.

**11/97:** Wokefield Common Advisory Committee. This will be put on the July Agenda to agree representative.

**11/64:** The Clerk informed that the Youth Club Licence for the use of the proposed shed on the tennis court hard standing has now been signed and an application for a Certificate of Lawfulness will be submitted to West Berkshire Council.

**11/58:** The Clerk confirmed that all documentation and hire fees have been received from the Tennis Club. All documentation but as yet no hire fees (due to new bank signatory registration) have been received from the Cricket Club.

**11/95:** Cllr Blagden and the Clerk have met with the member of the public and talked through the impact of the new adventure area. This will be passed to the Fairground Trees & Amenities Committee to consider.

**11/101 To approve and confirm that the Accounts for the Year 2010/2011 present fairly the financial position of Stratfield Mortimer Parish Council:** Supporting papers for the year ended 31 March 2011 were circulated to all members prior to the meeting. The RFO reported that the Internal Auditor completed his review of the Council's draft accounts on the 15th April 2011 and agreed the amounts to be included on the external return. He said that provided the Council approves the Accounts and Annual Return with these numbers and its responses in the Annual Governance Statement (section 2) are affirmative, then his internal audit report will be unqualified. He also advised that because the Council's expenditure has exceeded £200,000 (by £15,427) this year (due to the exceptional capital expenditure of £90,000 on the new Fairground Adventure Area) it has taken the Council into the intermediate audit band. This will require additional audit information/papers to be submitted with the Annual Return. The outgoing Finance and General Purposes Committee reviewed the accounts and audit papers on the 4th May 2011 and unanimously recommended that the Council approve these. Cllr Barker proposed from the Chair that the SMPC Accounts and Annual Return for the Year 2010/2011 be approved including the Council answering 'yes' to all the relevant questions in Section 2 (Annual Governance Statement) and this was unanimously resolved. The Chairman and the RFO duly signed the SMPC Accounts and Sections 1

and 2 of the Annual Return. The Clerk to send the Annual Return to the External Auditor (Messrs Mazars) and in accordance with the Audit Commission Act 1998 and, the Accounts and Audit Regulations 2003, display Notices of Appointment of date of the Electors' Rights for the Annual Return at the appropriate time on the two Parish Council Notice Boards to advise any interested person that the accounts are available for inspection (on prior application to The Clerk).

- 11/102 **To agree to re-appoint Mr Alan Harland as Internal Auditor for the year ending 31<sup>st</sup> March 2012. Fee to remain unchanged at £470.00 plus VAT:** Cllr Barker proposed from the Chair that SMPC re-appoint Mr A Harland as internal auditor for the year to 31st March 2012 under the terms outlined in his letter of the 15th April 2011 at a fee of £470 plus VAT (unchanged). This was unanimously resolved.
- 11/103 **To resolve that the Co-Operative Bank plc continue as SMPC bankers in accordance with the original application and updated account mandate:** Cllr Barker moved from the Chair that the updated Co-Operative Bank Change of Account Signatories Form (including Section 3a Declaration) be agreed. This was unanimously resolved including section 6a removal of account signatories for ex-councillors and Mr Stephen John Clark (deceased).
- 11/104 **To Receive Planning Report:** Cllr Morden reported that the Planning Committee had met once on the 24<sup>th</sup> May 2011 to comment on planning applications received by West Berkshire Council:
- 11/00661/HOUSE 8 Windmill Corner. Demolition of old outbuildings and provision of two storey extension to the rear of the existing house. No objections.
- 11/00686/HOUSE Chichester, 16 King Street. Alterations to existing kitchen and conservatory with new additions of bedrooms, ensuite, WC, utility and storage. No objections notwithstanding the considerable increase in the footprint. The proposal will not have a negative visual impact from King Street.
- 11/00566/HOUSE Cherry Tree House, 1 Drury Lane. Rear ground floor extension. No objections.
- 11/00658/LBC2 Mortimer Railway Station. Amendment to Listed Building Consent already granted in respect of Application 10/01688/LBC to replace the approved gallows post design with one which is more elegant albeit slightly taller. No objections.
- The following decision has been received from West Berkshire Council:
- 11/00421/HOUSE 14 Longmoor Lane. Single storey side and front extensions. Approved.
- Notice of Appeal: 10/02007/FUL. Little Park Farm Beech Hill Road. Change of use of part of agricultural barn to vehicle repair. An appeal against the refusal will be the subject of an Informal Hearing by the Inspector appointed by The Secretary of State. The hearing will be conducted at West Berkshire Council Offices on Tuesday 5<sup>th</sup> July 2011 commencing at 10am. The Parish Council will be represented by Cllr Morden in support of the appellant.
- 8:10pm Cllr Kiley arrived.
- 11/105 **Fairground, Trees and Amenities Committee:**
- i. To Receive Monthly Play Area Inspection Report:* The Clerk reported that the items reported in 11/89 (i) last month have been attended to namely the bearing on the large swing, the steel skate has been loosened and new footboards have been fitted to the rocking horse. The working party is continuing with the painting of the underside of the multiplay item and the elephant rocker has been repaired.
- 11/106 **To retrospectively agree the final payment of £2,663 (plus VAT) to complete the ball court (concrete edging):** The above was moved by Cllr Blagden and seconded by Cllr Morsley and unanimously resolved.
- 11/107 **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):** This was held over until next month. Cllr Morden proposed that the Clerk and the Chairman of the Fairground Committee be delegated to make a decision on the Cricket Club Screens. This was seconded by Cllr Kiley and unanimously resolved.
- 11/108 **To consider participating in HM The Queen's Jubilee Beacons 4<sup>th</sup> June 2012:** Information previously circulated. It was agreed that the Council should look into doing a bonfire/beacon on say the Grazing Area. The Clerk will check with the Council's Insurance Company and then it is to be passed initially to the Fairground, Trees & Amenities Committee.
- 11/109 **To consider whether SMPC wishes to make a joint application with MVP for a Community Planning Grant for 2011/2012:** It was agreed that Cllr Earl will liaise with the MVP for consideration at the July Parish Council Meeting.

- 11/110 **To consider the provision of an electricity supply and Christmas Tree on the Fairground:** Cllr Wingfield proposed that SMPC agree in principle to have a festive tree on the Fairground. This was seconded by Cllr Kiley and unanimously resolved. It was agreed that either the Fairground Trees and Amenities Committee or Cllrs Bull, Kiley and Wingfield would look into this and report back to the next Parish Council Meeting.
- 11/111 **To receive report from District Councillors:** Cllr Lock reported that due to the bad condition of the road to Grazeley at Bloomfield Hatch Lane it is to be repaired (using the Government money for snow damage) this summer. Following an accident to a cyclist caused by the condition of the road in King Street a few pot holes have been filled and further repairs will be carried out to the road and footpath later this year. Shortly the District Council Office at the Faraday Road site is to be relocated to the Market Street site. The Mortimer District Councillor surgery continues to be held in the Parish Council Office (at the back of the Library) between 10am and 11am on the first Saturday of each month.
- 11/112 **Finance - To agree accounts for payment for June:**  
In accordance with the Council's Financial Regulations all the following items for payment were considered together. Cllr Barker proposed from the Chair that these be paid which was carried unanimously.
- 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 (£9.36 McColls and 2.00 Service Charge) Direct Debit £11.36
  - viii. Ian Philips Farm and Garden Service (grass cutting Cemetery) £177.94 inc VAT
  - ix. HMRC underpayment adjustment for 2010/2011 £56.78
  - x. Thames Water (water trough Fairground) Direct Debit £9:09
  - xi. Wicksteed Leisure Ltd (replacement parts Rocking Horse) £166.66 inc VAT
  - xii. West Berkshire Council (Lawful Development Certificate Fees) £167.50
  - xiii. Campaign to Protect Rural England (CPRE) Annual subscription £29.00
  - xiv. D G Nickless (signwriting Community Award/Chairman Boards) £94.00
  - xv. Dads Shop Ltd £98.12 inc VAT
  - xvi. R M Weavers (grass cutting Fairground) £212.59
  - xvii. ADP Printing (Newsletter) £370.00
- 11/113 **To receive Correspondence:**
- A letter of apology from John Bull (re Minute 11/96).
  - BALC New Councillor Training Sessions in July 2011 at a cost of £35 per head
  - BALC Localism Bill Briefing Session on 23<sup>rd</sup> June 2011 at a cost of £20 per head
- 11/114 **To receive Minor Matters (for information only):**
- Cllr Lock reported that she attended the regular quarterly meeting of the AWE Local Liaison Committee on Thursday 9th June and gave a resume of the report by their investigating team on the fire at the Aldermaston site last August. Copy of the report to be held at the Parish Council Office.
  - Cllr Morsley confirmed that the Newsletter had been produced and been distributed.
  - The Clerk was asked to send a follow up letter to Englefield Estates regarding the provision of land for an allotment and Cemetery Extension.
  - Cllr Challis reported that the hedge from Kiln Lane to the Avenue and from Strawberry Fields roundabout to the War Memorial were in need of cutting back. The Roads, Footpaths and Commons Committee are to be asked to conduct an audit of all hedges in the Parish to go to WBC.
- 11/115 **To receive Future Agenda Items:**
- Cllr Puddephatt asked for an agenda item regarding the Annual Parish Meeting held in St John's Hall on the 20<sup>th</sup> April 2011

Date of Next Meeting: Thursday 14<sup>th</sup> July 2011 at 7:30 p.m.

The Meeting closed at 9:35 pm