

Stratfield Mortimer Parish Council



Minutes of the Meeting of the Parish Council held on 14th June 2012 @ 7.30 p.m. at Mortimer Methodist Church Hall, West End Road Mortimer

Present:

Councillors: G Puddephatt (Chairman), P Blagden, J Bull, P Challis, M Dennett, J Earl, D Ives, N Kiley, M Lock, J Morden, D Morsley, A Thorpe and P Wingfield.

Clerk: Mrs J Kirk

Public & Press: One

- 12/120 **To receive Apologies for Absence:** Cllr R Barker.
- 12/121 **To receive any Declarations of Interest:** Cllr J Bull 12/144 (xvi) and 12/144 (xviii).
- 12/122 **To resolve to Approve Minutes of Annual Parish Council Meeting 10th May 2012:** The Minutes of the Annual Parish Council Meeting of 10th May 2012 were approved as a true record (apart from the addition to 12/96(c) of Cllr N Kiley's name to the Fairground Committee Members) and signed by the Chairman.
- 12/123 **To receive Clerk's update (for information only):**
12/111 The planning application for the Cemetery extension has now been submitted to West Berkshire Council
12/50 Berkshire Superfast Broadband Project The Clerk read out an update from West Berkshire Council (WBC) who advise that they now have enough commitment from parishes to proceed with the project. The Local Broadband Plan was officially approved by Broadband Delivery UK (BDUK) on 22nd May and WBC is now going through a procurement stage of the project. Their target is to have signed a contract with a service provider by 31st December 2012 with broadband improvement work to start soon after this date.
12/82 The Parish Council's Premises Licence for the Fairground has been granted for one year. WBC advise that the Parish Council may grant others to use it at their discretion but must ask third party users to sign a disclaimer that they will adhere to the conditions as any breach will be against the Licence Holder.
12/175 as reported in the minutes of the Fairground, Trees & Amenities Committee below progress on negotiations with Kompan have been very slow and the Clerk is now to ask them to meet
- 12/124 **To receive clarification on appointment and term of Parish Council AWE Local Liaison Committee Representative:** AWE have advised that as part of their terms of reference each council is allocated 1 place (which includes a full security check process to gain access to the site) and it not normal practice to have a reserve as only 1 member is invited to each meeting. They will however consider our request and seek approval from the Chairman.
- 12/125 **To receive letter from Internal Auditor re the Internal Audit Appointment:** The Clerk read out a letter from Mr A Harland which advises that he is retiring and not seeking re-appointment for this financial year. He recommended a Mrs Claire Connell who can take over the future internal audit services. Cllr Puddephatt from the Chair proposed that SMPC accept this recommendation and this was unanimously resolved.
- 12/126 **To receive letter from the Audit Commission re the statutory appointment of the external Auditor for five years from 2012/13:** The Audit Commission advise that after completing a procurement exercise they are proposing to re-appoint Messrs Mazars LLP to audit the annual returns of all small Councils/bodies in Berkshire. They have a statutory duty to appoint external auditors to Local Government Bodies and to consult those bodies

on the appointment. It was unanimously agreed that SMPC was not aware of any reason why the Audit Commission should not appoint Mazars LLP.

12/127 **To receive brief update on the Jubilee Beacon Event:** Cllr Earl (Chairman of the Jubilee Working Party) said the event will go down in the history of the village as a great success. The event was blessed with good weather and estimated attendance of 750 was far exceeded and an estimated attendance of at least 2,500 people. He thanked all the volunteers and all the local entertainers, especially 'The West End Singers', Georgia Collins and the Anne Frazer Theatre Dance Co. and Alex Smee of Smeebatics for the aerobatic display. The culmination of the evening was of course, the lighting of the Mortimer Ceremonial Beacon at 10.15pm which was accompanied by the singing Patriotic songs. Cllr Puddephatt from the Chair offered a formal vote of thanks to the organisers and all involved in organising this memorable event and this was unanimously agreed. Letters of thanks are to be sent to all who were involved.

12/128 **To agree further payments for the Jubilee Beacon Event:** The expenditure for the event (in this financial year) totalled £1,122.07 (against a budget of £1,000) and after the deduction of commission income from the event the total expenditure so far is £994.19 (there maybe some further minor expenditure items) but mainly the event was funded within budget.

12/129 **To receive Planning Committee Minutes of 30.05.2012 & 14.06.2012:** The Minutes of these meetings were received, endorsed and adopted.

12/130 **To Receive Planning Decisions and Information:**

Cllr Morden reported that the following decisions have been received from West Berkshire Council:

12/00079/HOUSE Byways, Sweetzers Piece. Rear extension. Approved.

12/00467/FULD 17 Victoria Road (old Telephone Exchange). Conversion of ground floor to two independent habitable units. Approved.

12/00655/FULD 9-13 Victoria Road (Budgens). Renewal of approved application 09/00200. Approved.

12/00823/HOUSE 45 The Avenue. First floor over existing garage. Approved.

12/00658/HOUSE Springvale, Brewery Common. Rear extension. Approved.

12/00864/HOUSE Southview, Summerlug. First floor extension above existing rear single storey. Approved.

12/00564/FUL Scout Hut, Birch Lane. Change of use from D2 to mixed use D1 and D2 to set up a pre school. This application has been withdrawn for a second time.

12/00680/FULD Tower House, The Street. Demolition of existing house and erection of 4 new properties.

Councillor Morden attended the site visit by the WBC Eastern Area Planning Committee members on 16th May 2012 and the subsequent Committee Meeting on the 23rd May. Cllr Morden advised the Committee that SMPC had no objection to the proposed development on the site but were concerned at the proposal, at highways behest, that a traffic island, be built approx. 100m to the west of the existing entrance to Tower House. There seemed no logic in the provision of this road obstruction. District Councillor M Lock voiced the same concern. The application was approved but with the following conditions:

1. No traffic island.
2. Resurface of drive at present loose gravel.
3. Re-siting of refuse collection point.

The agent for the applicant confirmed that no street lighting was proposed.

12/131 **To receive update regarding the partially funded PCSO:** The Clerk reported that on the 28th May members of the three member Parish Councils of Stratfield Mortimer, Burghfield and Sulhamstead met with Sgt. Sue Auferio and Insp. Warren Mckeown. It was confirmed that PCSO Patrick Baker-Jones is the partially funded PCSO and Robert Hubbard Clark is the fully funded PCSO for the area. Inspector McKeown confirmed that only in exceptional circumstances (i.e. a major incident) will TVP need to draw the partially funded PCSO away from the three parishes. He also advised that in order to improve communication,

- visibility there would be no reporting on time spent within each parish and asked the councils to refer back to him if there are any problems.
- 12/132 **To receive the PCSO bulletin:** This was received and noted. Cllr Puddephatt asked for clarification on all crime statistics for the area and whether this included crime figures for Mortimer Railway Station and if it does not please could it in future.
- 12/133 **To consider a further alternative option for a surface beneath/around the table tennis table; anti slip sports flooring 8m by 4m supplied and installed on existing grass surface (then the table will be placed on top) at a cost of £1,438.64 plus VAT:** Cllr Puddephatt proposed from the Chair that the Fairground, Trees & Amenities Committee look into this and make a decision (up to a figure of £1,500 plus VAT) and this was unanimously resolved.
- 12/134 **To consider purchasing three rolls of grass protector for inside the gate at the Hammonds Heath entrance to the grazing area at a cost of £200.00:** Cllr Puddephatt proposed this from the Chair and it was unanimously resolved.
- 12/135 **To agree the purchase and delivery of two agg. bags of topsoil for use on The Fairground at a cost of £110.00 plus VAT:** Cllr Puddephatt proposed this from the Chair and it was unanimously resolved.
- 12/136 **To receive Fairground Committee Minutes of 21.05.2012:** The Minutes were received, endorsed and accepted.
- 12/137 **To receive a précis of the Play Space RoSPA Inspection Report 2012:** The précis of the annual Inspection Report carried out by RoSPA was received and the overall rating for the play space is Medium Risk and no immediate action identified.
- 12/138 **To receive update on the provision of allotments:** Cllr Wingfield advised that he and the Clerk had met with the land agent, Mr McDiarmid, from Englefield Estates who are to provide a Heads of Agreement in order that the site may be progressed. The Clerk is also obtaining a quotation from a solicitor to act for the Parish Council.
- 12/139 **To receive information on Quality Status:** The Clerk updated the Council on the process for obtaining quality status and the criteria for achieving this. This is to be circulated. Cllr Puddephatt proposed from the Chair and it was unanimously resolved to re-endorse a previous resolution to work towards gaining Quality Status.
- 12/140 **To receive information to enable the Parish Council to consider assuming the transfer of the trusteeship of Garth Hall:** There is a meeting between the Royal British Legion local branch and their area finance officer within the next week. A report will be made to the next council meeting.
- 12/141 **To consider asking the Finance & General Purposes Committee (F & G P) to investigate and submit proposals to help enable the Council to become more empowered and efficient:** Cllr Wingfield proposed that the F & GP develop a business plan and report back to the full Parish Council. This was seconded by Cllr Bull and unanimously resolved.
- 12/142 **To consider generating a feasibility proposal to hold a community gathering of the major organisations in the village to promote positive and mutually beneficial interworking:** Cllr Puddephatt proposed from the Chair that the F & GP Committee consider this and circulate a paper and this was unanimously resolved.
- 12/143 **To receive written report from District Councillors (circulated):** Written reports from both Cllr M Lock and Cllr G Mayes were received and noted. The report from Cllr Mayes included information on road closures within the village for maintenance which will be placed on the Parish Council website. The road closures by Network Rail over the Reading to Newbury line and the re-building of the bridges on the A340 at Aldermaston Wharf are still causing problems. On the 11th/12th June the lower part of The Street and the Grazeley Road were flooded again following heavy rainfall. The event has been reported to Thames Water, the Environment Agency and the WBC Environmental Health Officer. Cllr Mayes advised that following the fatality at the Ufton Nerve level crossing in late May, he had been asked to gauge the feelings of users on whether a) the road should be closed b) the half barrier retained, or c) a full barrier linked by CCTV to the signal box should be installed. Ten councillors voted for option c), one for option a) and one for option b) and

two did not vote.

12/144 **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 Puddephatt proposed from the Chair that these be paid which was carried unanimously.

- i. Anne Fraser Theatre Dance Company (Jubilee donation) £100.00
- ii. APD Printing & Design (Jubilee Poster) £15.00
- iii. Comsco (Jubilee radio hire) £126.00
- iv. Flexiform Business Furniture Ltd (Supply and installation of metal shed and accessories on tennis court) £2,799.77 inc VAT (S106)
- v. R M Weavers (grass cutting Fairground April) £233.89 inc VAT
- vi. AoN Ltd (Jubilee extra insurance premium) £79.50
- vii. Clerk's Reimbursable Expenses £114.21
- viii. Co-Operative Bank Visa Direct Debit £52.10 (McColls £8.10; Bracknell Print Room (Jubilee printing) £42.00 inc VAT and card fee £2.00)
- ix. Stewarts Coaches Ltd (Mortimer Link) £919.15 inc VAT
- x. Ed's Garden Maintenance (grass cutting/spraying paths cemetery) £190.00
- xi. CPRE (annual subscription) £29.00
- xii. Open Spaces Society (annual subscription) £40.00
- xiii. Thames Water (water trough Fairground) Direct Debit £10.08
- xiv. Oakey Garden Services (tree work Fairground) £2,040 inc VAT
- xv. Cartridge Save Ltd (imaging drum printer) £96.82 inc VAT
- xvi. Dads Shop Ltd £187.59 inc VAT
- xvii. Dr D C Stanford (architect fees Cemetery Extension) £950.00
- xviii. Mr J Bull (reimbursable Jubilee expenses) £66.58
- xix. Mr M Bradberry (Custodian's reimbursable expenses) £58.43
- xx. Burghfield Village Hall (contribution towards hall rental NAG Meeting) £20.00
- xxi. RBS Software Solutions (annual accounts package maintenance and support) £124.80 inc VAT

12/145 **To receive Correspondence (for information only):**

- A letter of complaint regarding the Parish Council's expenditure for the Jubilee Event.
- A letter of complaint regarding the Parish Council's allocation of grants to Community bodies.
- WBC Parish and Town Councillors Training on the revised Code of Conduct is to be held on the 30th July 2012 at the Council Offices West Berkshire Council.
- WBC training session for Parish Councils and Members of the Public on Superfast Broadband in Berkshire. This is to be held at the Council Offices West Berkshire Council on Tuesday 17th July at 7pm. Apply to Clerk for more information.
- WBC information and booklet on their approved 3 year Highway Improvement Programme and resurfacing programme for 2012/12. Copy to be kept in Parish Council Office.
- BALC training session on Localism Act 2011, National Planning Policy Framework and Neighbourhood Planning Wednesday 18th July 2012 Calcot.

12/146 **To receive Minor Matters (for information only):**

- The Parish Council Newsletter is to be distributed from the 20th June.
- Should the Parish Council consider providing a printed tee shirt, badge etc so Members are visible at community events?
- A rota for bin emptying etc is being drawn up by Cllr Blagden to cover for the Custodian's annual leave.
- Andrew Garratt attended the NAG Meeting on 12th June and this will be reported in the NAG meeting notes at the next meeting.

12/147 **To receive Future Agenda Items:**

- The new Code of Conduct and Register of Interests.
- To consider feasibility of Parish Council providing a path from the front of the Community Building to the shed adjacent to the tennis courts and to provide a light in the shed.

Date of Next Meeting: Thursday 12th July 2012 at 7:30 p.m.

The Meeting closed at 9:45 p.m.

Signed:

Dated: