



# Stratfield Mortimer Parish Council

## Minutes of

### the Meeting of the Parish Council

held on 10 January 2013 @ 7.30 p.m.

at Mortimer Methodist Church Hall, West End Road Mortimer

#### Present:

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

Clerk: Mrs J Kirk

Public & Press: None

- 13/01 **To receive Apologies for Absence:** Cllrs: J Bull, N Kiley and A Phillips.
- 13/02 **To receive any Declarations of Interest and Dispensations:** Under The Localism Act 2011 dispensations to discuss any matter relating to the Precept were granted by the Clerk to all members present. No other Declarations of Interest were declared relating to any other business to be conducted at the meeting.
- 13/03 **To resolve to Approve Minutes of Parish Council Meeting 13 December 2012:** The Minutes of the Parish Council Meeting of 13 December 2012 were approved as a true record and signed by the Chairman.
- 13/04 **To receive Clerk's update (for information only):**  
**12/244:** The new changes to the Council Tax Benefit Scheme will have implications on local council budgets and the way that the taxbase (the number of dwellings between which a Precept is arrived at) and precept is arrived at and this will lead to a rise of the Band D tax rate. Central Government is allocating a grant to all Local Precepting Authorities to alleviate this situation. There is, however, uncertainty about exactly what the final figures will be and the amount that will be passed onto Parishes by their Districts. West Berkshire Council (WBC) is meeting to determine this on the 17<sup>th</sup> January.  
**12/249:** The meeting re the possible closure of Mortimer Fire Station has now been arranged for 15 January.  
**12/256:** The tennis courts are still closed. Quotations are being obtained for cleaning/treating the courts but this will require two dry frost free days after the treatment for it to be effective.  
**12/243:** Cemetery Extension: The Englefield Estate's solicitors, Blandy and Blandy, are now preparing the final documents for signature by the Clerk. The lease itself is outside of the 1954 Landlord and Tenant Act which means that the Council will have no automatic right to renew the lease in 150 years time.  
**12/225:** Garth Hall: Email from Air Vice Marshal Barry Newton asking for an update on the negotiations the British Legion Commercial Department.  
**12/255:** Status of St John's Road: WBC have replied to the Resident's Road Committee to confirm that St John's Road is classified as a Private Street, which in effect means that WBC are not required to maintain it at public expense. In other words it is not an 'adopted highway'.
- 13/05 **To receive Planning Committee Minutes of 13.12.2012:**  
The Minutes of this Meeting were received, endorsed and adopted.
- 13/06 **To Receive Planning Decisions and Information from West Berkshire Council (WBC):**  
Cllr Morden reported that the following decisions had been received from WBC:  
12/01899/FULD Alvernia, The Street. Conversion of existing studio to separate one bedroom dwelling. Approved.  
12/02619/HOUSE Jomol, The Street. Two storey side and rear extension. Approved.  
12/02704/HOUSE 23A Stephens Close. Single storey side extension. Approved.  
12/02382/HOUSE 25 Damson Drive. Conservatory. Approved.

12/02968/AGRIC Land adjacent to Lane House, Mortimer Lane. New agricultural barn. Decision not required (agricultural purposes).

12/02502/FULD: 72 The Avenue. Demolish existing and erect two new houses. This Planning Application has been withdrawn.

12/02003/LQN: Premises Licence for The Victoria Arms. The hearing is to take place at 21 January 2013 at WBC offices, Newbury. Cllr Morden will attend on behalf of SMPC.

12/02781/FUL: Floodlighting at Alfred Palmer Memorial Field. Further correspondence has been received from Mortimer Football Club. Replies have been sent. The decision to object was made at The Planning Committee. The Meeting was open to the public and advertised in accordance with Local Government statutory requirements. Should the application be called in to the Eastern Area Planning Committee to decide all parties will be permitted to make representations. Until this occurs the Parish Council will take no further action.

13/07 **To receive update on the Renewal of the Lease for the Parish Council Office:**

The Clerk and Cllrs Wingfield and Ives met with the Chief Executive Officer at West Berkshire Council (WBC) and it was agreed that WBC will renew the lease for the Parish Office on similar terms but with a commercial rent. The details and new Heads of Terms etc. will be advised within the next few weeks. Cllr Earl asked that once the details are known that an approximate annual rental cost per hour is calculated.

13/08 **To resolve further to the recommendation from the Finance & General Purposes Committee (F & GP):**

a) **That the Contract Terms and Conditions for the provision of a Police Community Support Officer Special Services be approved for a two year period (1.4.2013 to 31.3.2015);**

b) **That the Clerk to the Parish Council be authorised to sign the contract on behalf of the Parish Council**

**That the Clerk to the Parish Council is re-appointed Contact Officer in accordance with Section 11.1 of the contract:**

Cllr Puddephatt proposed the above motion from the chair which was carried by ten votes in favour to 2 abstentions.

13/09 **To agree a process for Parish Council Working Parties:** It was agreed to draw up Terms of Reference for a Working Party taking into account SMPC's other policy documents. This will be considered in the first instance by the F & GP Committee.

13/10 **To consider the co-option of Cllr Colaço onto Committees:** Cllr Thorpe proposed that Cllr Colaço be co-opted onto the Planning; Roads, Footpaths/Commons and Communications Committees. This was seconded by Cllr Blagden and unanimously resolved.

13/11 **Unauthorised use of The Fairground:** Cllr Blagden advised that The Kimblewick Hunt had met this year but had not advised SMPC or applied as in previous years for the customary booking of the Fairground (with hire charge) in line with the Council's adopted Policy. Cllr Blagden then proposed that a letter be sent to the Hunt reminding them of the Council's processes and ask them to retrospectively complete and return the hire agreement, paperwork and hire fee. This was seconded by Cllr Thorpe and carried by 11 votes in favour with 1 abstention. Cllr Puddephatt then proposed from the Chair that when the Fairground Hire Charges for 2013 are set (as part of the budget setting) a range of charges for the hire of the Fairground reflecting use be considered. This was carried unanimously and will be passed to the F & GP Committee to investigate and consider when setting the annual Fairground Charges.

13/12 **To receive update on the Parish Council's Carol Service etc.** Cllr Dennett reported that the Christmas Tree went up in time for the Advent Service on the 2<sup>nd</sup> December when the lights were switched on. The Carol Service was held on the 15<sup>th</sup> December at 6pm. A tent was erected and electrics put in place during the afternoon. There was an intense rain shower at 5:30 and it was decided it was too unsafe to proceed using the tent and so the service was held in the Community Centre. The service was well attended. The tree lights were working on the evening of the 5<sup>th</sup> January but unfortunately were vandalised that

evening and were not working on the 6<sup>th</sup> January when they were due to be switched off. Most of the strings of lights had been pulled from the tree, ripping the cables. The extent of the damage cannot be assessed until the tree has been taken down but it is likely to be substantial.

Cllr Dennett proposed that a £30 donation be made to Burghfield and Sulhamstead Scouts for the use of their tent. This was seconded by Cllr Morsley and carried unanimously. It was also unanimously agreed that the date and time for this year's carol service would be on Saturday 14 December 2013 with the same start time of 6pm. A vote of thanks was offered to all concerned and will be put into the next Parish Council Newsletter.

13/13 **To receive update from PCSO for December 2012:** None received.

13/14 **To consider any proposals for a grant application for WBC's Community Grant Scheme:** None were received and hence no application will be made this year.

13/15 **To receive written report from the District Councillors:** Cllr Lock and Cllr Mayes' reports were received and accepted. The only items not already reported earlier in the meeting were:

The construction of entrances from the Fairfield site to Birch Lane was prohibited in 1986. A letter has been sent informing all residents on the site advising that enforcement will now be taken by WBC against these illegal accesses.

The Government have granted WBC an additional grant of £920,000 for road maintenance spread over two years and Cllr Lock is trying to secure some of this spending for the Mortimer Ward.

13/16 **Finance - To agree accounts for payment for January:**

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. SLCC (Fee for Module of CiLCA training course) £20.00
- ii. Stewarts Coaches Ltd (Mortimer Link) £919.15
- iii. Co-Operative Bank Visa, Direct Debit £307.22 (Martin MColls (papers) £9.78; Grabloader Ltd (topsoil for Cemetery) £60.00 inc VAT; Cartridgesave Ltd (laser cartridges) £ ; Post Office (stamps) £110.00; Card Fee £2.00)
- iv. West Berkshire Council (annual invoice for disposal of dog waste) £561.43 inc VAT
- v. West Berkshire Council (annual rental for car park in West End Road) £10.00
- vi. Mant Leisure (balance new multiplay unit in Play Area) £12,555.12 inc VAT (S106)
- vii. Dads Shop Ltd £11.99 inc VAT
- viii. BT (Parish Council Office) Direct Debit £188.83 inc VAT
- ix. Clerk's Reimbursable Expenses: £46.39 (travel £20.90; stationery £1.05; postage £5.90; broadband and calls £18.54 inc VAT)
- x. Custodian's Reimbursable Expenses: fuel for leaf blower £7.47
- xi. Thames Valley Police (PCSO part funding Quarter 2) £1,928.75
- xii. West Berkshire Council (photocopying charges) £36.84 inc VAT

13/17 **To receive Correspondence (for information only):**

- A letter received from the Parochial Church Council asking if they could attend to make representations regarding the matter of maintenance of St Mary's Churchyard. The Clerk will respond asking them to come prior to the March full Council Meeting.
- WBC advise that the next District Parish Conference will take place on Tuesday 26<sup>th</sup> March 2013 and Councillors were asked to advise the Clerk if they wish to attend and have any views/preference on the discussion items (to be circulated).
- Invitation to NALC Members' Policy Lunch, Community Right to Bid: (information for local councils who are interested in using the Community Right to Bid to buy and take over the running of assets that are of value to their local community) on 22<sup>nd</sup> February 2013 at Truckles Restaurant, Bury Place, London.

13/18 **To receive Minor Matters (for information only):**

- Cllr Earl informed that a set of second hand skate board ramps were available and it

was agreed to pass this offer onto the trustees of the Alfred Palmer Memorial Field to take up if they felt it was appropriate.

- Cllr Dennett asked for any Newsletter items. The next Parish Council Newsletter is due to be delivered the 2<sup>nd</sup> weekend in February.
- The partially funded PCSO is to attend prior to the next Parish Council Meeting.

13/19 **To receive next Agenda Items:**

- Update from the Mortimer Fire Station Meeting.

Date of Next Meeting: Thursday 14<sup>th</sup> February 2013 at 7:30 p.m.

The Meeting closed at 9:35 p.m.