



Stratfield Mortimer Parish Council

Minutes of

the Meeting of the Parish Council

held on 11 July 2013 @ 7.30 p.m.

at Mortimer Methodist Church Hall, West End Road Mortimer

Present:

Councillors: P Wingfield (Chairman), J Bull, P Challis, M Dennett, J Earl, D Ives, J Morden, M Lock, D Morsley, A Philips and A Thorpe.

Clerk: Mrs J Kirk

Public & Press: One

- 13/119 **To receive Apologies for Absence:** Councillors: P Blagden, A Colaço and N Kiley.
- 13/120 **To receive any Declarations of Interest:** Councillors J Bull and J Earl both declared an interest in Agenda Item 13/126.
- 13/121 **To resolve to Approve Minutes of Parish Council 13 June 2013:** The Minutes of the Parish Council Meeting of 13 June 2013 were approved as a true record and signed by the Chairman.
- 13/122 **To receive Clerk's update (for information only):**
- **13/117:** Co-op Bank. Further to F & GP Meeting. Advice has been taken from NALC and SLCC, and all local authorities (including Parish Councils) are exempt from the Financial Services Compensation Scheme and as such are not able to claim compensation. This criteria applies to all town and parish Councils no matter which bank it uses. It does not appear that this is covered by any insurance policy either.
 - **13/110:** Parking restriction scheme The Street. Further to the minute at the June Parish Council Meeting WBC have amended the draft plan to allow for approx. 4 vehicles to park on The Street between the Church Farm Barns junction and the by way to the Church. The formal public consultation will take place from the 25 July to 15 August 2013.
 - **13/101:** A Parish Council By Election is to take place on 1 August 2013 as two persons have been nominated for election of a Parish Councillor.
 - **13/07:** Parish Council Office. Discussions regarding the setting up of a new lease are still taking place.
 - **13/91:** Abandoned Van in West End Road Car Park: Despite a Police Notice being affixed the van is still in situ in Parish Council's Car Park. Cllr Ives and the Clerk are pursuing the matter both with the Police and WBC.
 - **13/106:** The issues with the Titan play equipment have now been rectified by the manufacturer. See also Fairground Minutes.
 - **12/239:** The new sub lease for the Community Building was completed on 28 June 2013 and is for a term of fourteen years until 22 August 2027 at a peppercorn rent. The solicitor's costs have been paid by the CiC.
 - **13/55:** Cemetery Lease. The Lease has now been returned from the Land Registry duly registered and title deeds on their way from Solicitors. The PC can now start work on the new extension in line with the conditions in the lease and planning consent. The first quarterly rental for the extension from The Benyon Trust has been submitted to SMPC for payment.
 - **13/106:** Fairground Hire Form/documentation and payment have now been received from the Tennis Club. No payment has yet been received from the Hunt.
 - **13/97:** The WBC Members bid has been submitted for a new acrylic coating for the surface of the tennis courts. We are still awaiting the decision.
 - **13/117:** Update on intermittent cats eyes in The Street. This has been reported to WBC who are to inspect and report back.
 - S106 monies. The Clerk has checked and there are no outstanding S106 monies in the

pipeline at the moment.

- A joint meeting with Burghfield and Beech Hill Parish Councils is to be arranged shortly to look at possible public transport to Mortimer station.
- The new development of site of Tower House: T A Fisher, builders, have advised the Council that they are about to complete the purchase of this plot and plan to start development of the four new houses towards the end of the year. In the meantime as a security measure they propose to erect a security gate/fence at the top of the to avoid travellers' etc gaining access. The gate/fence will not obstruct access to the public footpath (No 10). Because of the extensive damage already caused to Tower House they also plan to demolish the existing house fairly soon after acquiring ownership.

13/123 **To receive Planning Committee Minutes of 13.06.2013 and 25.06.2013:**

The Minutes of these Meetings were received, endorsed and adopted. Cllr Morden explained that the Planning Department at WBC had contacted the Parish Council to discuss the observations for 13/010/HOUSE, 4 St Catherine's Hill at the Planning Committee Meeting on the 13.06.2013. Cllr Morden confirmed that in the light of this clarification the Parish Council's observation has been changed to 'no objections'.

13/124 **To receive planning decisions and information from West Berkshire Council (WBC):**

Cllr Morden reported that the following decisions had been received from WBC:

- 13/00626/HOUSE Closelands, Drury Lane. Demolish existing garage and rear lean to and erection of single storey rear extension and two storey side extension. Approved.
- 13/00761/FUL St Mary's School. A wooden shed. Approved.
- 13/00800/XHOUSE 89 Victoria Road. Renewal of permission 10/00343/HOUSE – two storey rear extension. Approved.
- 13/00819/HOUSE 26 Stephens Close. First floor extension over existing store extension. Approved.
- 13/00828/HOUSE 22 Stephens Firs. Conservatory. Approved.
- 13/00839/HOUSE 31 Stephens Firs. Two storey side and part rear extension and single front and rear extension. Approved.
- 13/01032/HOUSE 50 Windmill Road. Rear ground floor extension. Approved.
- 13/01209/NONMAT Green Gates, The Street. Amendment to Approval of 11/01055. Change garage facing material from brick work to render. Approved.
- 13/01322/NONMAT Springfield, The Street. Amendment to 13/00160 to improve vehicular access and turning circle. Approved.
- 13/01115/HOUSE 45 Victoria Road. Rear part single and part two storey extensions. Approved.
- 13/00768/COMIND Land at Brocas Plantation. Forest tracks, drains and reshape tracks. Approved.

As reported in 13/106 (June 2013) the new Auto Centre at 37-39, unit 1A King Street will require planning permission for a change of use. The previous planning consent permitted repair to vehicles associated with the then approved business of coal and gas deliveries. It does not apply to vehicles owned and operated by members of the public. WBC is requesting that a full planning application for change of use to B2 – automotive repairs be submitted.

Cllr Morden attended on behalf of the Parish Council the Eastern Area Planning Meeting on 3 July 2013 in respect of Application 13/00900/FULD, 41 King Street (re development of site to provide 3 new 2 storey detached houses. This latest amendment was to provide a fourth bedroom in the roof space with 4 velux roof lights to each property. The Parish Council objected, however, the WBC Planning Committee agreed to the amendment by 5 votes to 4.

13/125 **To receive Minutes from the Finance and General Purposes Committee (F & GP) Committee Meeting of 17.06.2013:** The Minutes of this Committee Meeting were received, endorsed and adopted.

Cllrs J Earl and J Bull declared an interest and left the room (7:52pm).

13/126 **To agree recommendation from F & GP that a letter of complaint be sent to the organisers of the Music Festival:** The Council discussed and unanimously agreed the text of the letter to be sent to the organisers of the Music Festival regarding the breaches in

SMPC's hire conditions and policies. Particular concern was also raised regarding the breach of the Parish Council's Premises Licence (with respect to the permitted finish time) as it was felt that this may jeopardise the renewal of the Premises Licence next year. Clerk to action. Cllrs J Earl and J Bull returned (7:58pm).

- 13/127 **To agree recommendation from the F & GP Committee to give notice to terminate the Mortimer Link Mini Bus Service to Mortimer Station from the 30 September 2013 (when West Berkshire Council's part funding towards the service expires):**

At the Parish Council's Finance and General Purposes Meeting on the 17 June it was agreed to recommend to the full Council to give the required notice to Stewarts to terminate the existing service from the 30 September 2013.

This motion was proposed by the Chairman and resolved unanimously.

The Council did, however, receive a subsequent email from WBC dated 21 June regarding the possible use of S106 monies to be able to continue the service after the end of the termination of the grant for a short while. This offer was discussed but it was agreed that it had been received too late in the process. The Clerk was asked to write and thank WBC for the offer and suggest that the S106 monies may be used instead towards the current investigation into alternative transport methods to and additional parking at Mortimer Station.

The Clerk was asked to write to Stewarts confirming this decision and to sincerely thank them for their continued support for the service over the past eight years and for their input as the service would have been unsustainable without this.

- 13/128 **To agree recommendation from the F & GP to replace the 4 bay junior swing unit with a new 3 bay unit (including new safety surface) at a cost of £7,195.00 plus VAT (to be funded from S106 monies):**

The Chairman proposed the above motion and it was unanimously resolved. The Clerk to arrange.

- 13/129 **To agree that the Garth Hall Working Party be authorised (in conjunction with the Clerk) to go ahead and submit grant applications with the relevant supporting evidence:** Cllr Morsley advised that there may be significant grants available towards the purchase price of Garth Hall and therefore the Council may need to act quickly to be able to meet the eight week timeframe if the property is put on the market under the Community Right to Bid Scheme. The Council will also need to have a draft business plan and prepare draft funding application so as not to lose the opportunity of any available funding. It was therefore unanimously agreed that the Working Party consisting of Councillors Morsley, Dennett and Blagden (in conjunction with The Clerk) could progress the draft business plan and funding applications.

- 13/130 **To agree that the Neighbourhood Development Plan (NDP) Sub Committee be authorised to go ahead with arrangements for a Public Open Meeting (with resultant costs):** As the next Parish Council Meeting is on the 12 September 2013 it was agreed that the Sub Committee could go ahead and organise (with reasonable expenditure) the proposed public meeting to be held either at the end of September or in early October.

- 13/131 **To receive Fairground, Trees & Amenities Committee Meeting Minutes of 25.06.2013:** The Minutes of this Committee Meeting were received, endorsed and adopted.

- 13/132 **To receive update on The Willink Leisure Centre usage statistics etc:** Cllr Dennett circulated and talked to a chart showing Willink Leisure Centre users for all the parishes in the Mortimer Ward. These were shown as the number of users, with percentages, population with percentages etc. from April to October 2012. It was agreed that these statistics would be used when budgeting for the next financial year. A vote of thanks was offered to Cllr Dennett for untangling the data and figures.

- 13/133 **To receive notes from The Willink Leisure Centre Joint Advisory Committee held on 08.05.2013:** Cllr Morden reported that the overall usage for the year 2012/13 was 87,364 a 5.2% increase year on year. The Astro turf surface is being replaced at a cost of approximately £70,000. The anticipated life expectancy of this new surface is between 2 and 3 years dependent upon levels of usage and in any event should be expected to be replaced every 5 years. Parkwood Management is looking into any available external grant funding towards this.

- 13/134 **To receive the AWE Liaison Committee Meeting Report:** Not yet received so held over until the September meeting.
- 13/135 **To receive any Parish Council matters raised at the Annual Parish Meeting (APM) on the 17.04.2013:** The Chairman advised that the only outstanding Parish Council matter raised at the APM was a query asking for clarification regarding the reporting of correspondence to the Parish Council. Cllr Wingfield proposed that as per custom and practice as part of the role of a Clerk that she continues to report relevant matters and items of correspondence to Parish Council Meetings and to continue to deal with non-reported correspondence as appropriate to the individual circumstances e.g. forwarding to WBC. This was agreed unanimously.
- 13/136 **To receive written report from District Councillors (circulated):** The reports from the District Councillors were received and accepted.
- 13/137 **Finance - To resolve to agree accounts for payment for July:**
 In accordance with the Council's Financial Regulations all the following items for payment were considered together. Cllr Wingfield proposed from the Chair that these be paid which was carried unanimously. It was discussed and agreed not to accept the invitation from the Community Council for Berkshire (CCB) to become members at an annual cost of £30.00.
- i. Advance Printing (newsletter) £390.00
 - ii. Flexiform Ltd (repairs to damage to PC shed following the attempted break in) £159.60
 - iii. J B Corrie & Co Ltd (repairs to damage to tennis court fence and gates following the attempted break in) £390.00
 - iv. Co-Operative Bank Visa (Direct Debit) £18.30 (Martin McColls papers £10.08, Post Office £6.22 and Card Fee £2.00)
 - v. Stewarts Coaches Ltd (Mortimer Link) £919.15
 - vi. Ed's Garden Maintenance (grass cutting/spraying Cemetery) £175.00
 - vii. Clerk's reimbursable expenses £16.90
 - viii. Dads Shop Ltd £136.55
 - ix. B & S Chains Ltd (repair kit safety surface) £73.80 inc VAT
 - x. C & D Facilities Ltd (grass cutting Fairground) £372.00 inc VAT
 - xi. Burghfield Parish Council (Room Hire NAG Meeting) £20.00
 - xii. The Benyon Trust (quarterly rental for the new Cemetery extension) £62.50
 - xiii. West Berkshire Council (quarterly photocopying charges) £49.20 inc VAT
 - xiv. HAGS SMP Ltd (swing seat) £216.00 inc VAT
 - xv. SLCC Enterprises Ltd (reference book) £63.00
 - xvi. Thames Valley Police (PCSO contribution Q1) £1,928.75
- 13/138 **To receive Correspondence (for information only):**
- WBC advising that the under the Town and Country Planning Act 2012 the 'Delivering Investment from Sustainable Development', Supplementary Planning Document (SPD) was adopted by West Berkshire Council on 6 June 2013. The SPD sets out WBC approach and procedures for securing contributions towards local infrastructure, services and amenities in order to mitigate the impact of new development.
 - WBC notice of next District Parish Conference for Councillors on Tuesday 8 October 2013 at WBC offices.
 - A letter from a resident with planning queries regarding the new Budgens development site. The Clerk confirmed that she had raised these with WBC and all the items have been rectified.
- 13/139 **To receive Minor Matters (for information only):**
- Cllr Challis advised members that a gathering at Windmill Court was to be held the next day (12.07.2013) at Windmill Court to pay respects to the late Fusilier Rigby.
 - Cllr Earl asked for clarification on the process as to whether a member of the public is able to stay in part 1 of a council meeting if a Councillor leaves the room after declaring a pecuniary interest in a matter being discussed. The Clerk will report back to the next meeting on this.

- Cllr Morsley asked if the Clerk could make sure that councillors are advised in advance, if known, if the Parish Council Office is not to open.
- Cllr Morsley advised that she along with other local agencies met with the Volunteer Agent Co-ordinator re the West Berkshire Volunteer Village Agent Scheme (Agenda Item 13/117 refers), the scheme proposed for Mortimer is one of 10 pilot parishes in West Berkshire (WB). The volunteer agent will find a volunteer for the village who will be given some training and a free mobile phone etc. Probably 2 volunteers will be needed for a village the size of Mortimer and they will be expected to work 2 or 3 hours per week but wasn't already involved in any other organisation in the village. There is no conclusion at present and it was felt that this service is already being carried out by the TIM Befriending Service in the village.
- Cllr Lock reported that a member of the public had commented on how nice and peaceful the Parish Council Cemetery is.

13/140 **To receive future Agenda Items:**

- Report from AWE Meeting.
- The Willink Leisure Centre.
- To determine whether any future hire of the Fairground by the Hunt would be classified as a commercial or non commercial hire.

Date of Next Meeting: Thursday 12 September 2013.

The Meeting closed at 9.15 p.m.