



Stratfield Mortimer Parish Council

Minutes of

the Meeting of the Parish Council

held on 12 September 2013 @ 7.45 p.m.

at Mortimer Methodist Church Hall, West End Road Mortimer

Present:

Councillors: P Wingfield (Chairman), T Audsley, P Blagden, J Bull, A Colaço, J Earl, N Kiley, J Morden, M Lock, D Morsley, A Philips and A Thorpe.

Clerk: Mrs J Kirk

Public & Press: Nine

The Chairman welcomed Cllr T Audsley to her first meeting after being elected.

13/141 **To receive Apologies for Absence:** Councillors: P Challis, M Dennett, and D Ives.

13/142 **To receive any Declarations of Interest:** Councillor T Audsley declared a prejudicial and pecuniary interest in item 13/145.

13/143 **To resolve to Approve Minutes of Parish Council 11 July 2013:** The Minutes of the Parish Council Meeting of 11 July 2013 were approved as a true record and signed by the Chairman.

13/144 **To receive update and a petition from residents regarding the termination of the Mortimer Link Mini Bus Service to Mortimer Railway Station from 30.09.2013:** This item was received and dealt with after agenda item 13/144. The Council received a copy of a petition (circulated to all Councillors) from 79 residents expressing disappointment at the withdrawal of this service. The Chairman advised that further to Minute number 13/127 of the July 2013 Parish Council Meeting the existing service will be terminated with effect from 30 September 2013. Members of both Stratfield Mortimer Parish Council and Burghfield Parish Council met with officers from West Berkshire Council to explore the possibilities of providing an alternative service including alternative route options and new sources of funding. It is estimated that to provide a replacement for the existing service to the station, would cost in the region of £25,000 to £30,000 per annum. It was agreed that past usage data, costings and options being looked at will be recorded in the October Parish Council Newsletter.

13/145 **To receive update from the Parish Council Chairman on outstanding and current matters regarding the Alfred Palmer Memorial Field:**

This item was dealt with before agenda item 13/144.

7:50pm Cllr Audsley left the room.

Various views and concerns were expressed in the public questions session prior to the Parish Council Meeting regarding the present and possible future use of The Alfred Palmer Memorial Field (APMF), including what work would be required to set up an adult step six football ground. Following discussion the Parish Council concluded that The Alfred Palmer Memorial Field (APMF) Trustees do not appear to have followed all the legal processes as laid down by the Charity Commission in order to protect the interest of the whole community.

Cllr Wingfield then proposed the following:

1. Stratfield Mortimer Parish Council (SMPC) write to the Alfred Palmer Memorial Field (APMF) Trustees seeking an early meeting regarding SMPC taking on the lease of the entire APMF to ensure that the beneficiaries of the APMF are freely able to use this village resource.
2. SMPC write to the Charity Commission, as the elected representatives of the beneficiaries of the APMF Trust, asking for direct action from the Charity Commission regarding the Trustees not acting in the best interest of their beneficiaries.
3. The Roads, Footpaths and Commons Committee to do whatever is necessary to ensure that the beneficiaries do not lose this public open space.

This was seconded by Cllr Thorpe and unanimously resolved.

8:07pm Cllr Audsley returned.

13/146 **To receive Clerk's update (for information only):**

- **13/101:** The Declaration of Result of the By-Election for a Parish Councillor was that Tracy Audsley was duly elected.
- The new website is now live and again the Clerk would like to thank i-next for their help and patience over the transition period.
- Recommend that all Councillors re-visit their Declaration of Interest Forms to check for any additions or changes. A copy of each Councillor's individual interest form can be found on the SMPC website.
- **13/139:** The clarification as to whether a member of the public is permitted to stay in a meeting if a Councillor declares a pecuniary interest and leaves the room is as follows: If the agenda item being discussed is in Part I of the Meeting when a member of the Council, in line with the SMPC Code of Conduct, declares a pecuniary interest and withdraws from the meeting, it is correct that members of the public are not excluded as it is not part of the admission to meetings in the Local Government Act but that of a Councillor Code of Conduct and Disclosable Pecuniary Interest matter.
- The Clerk reported that Messrs Mazars (external auditors) have returned the Council's Annual Audit Return for the year to 31 March 2013 duly audited with an unqualified opinion. A copy of the public notice advising of the conclusion of the audit is displayed on the Parish Council Notice Boards.
- NALC have advised that the National Joint Council for Local Government Services has confirmed that they have agreed a pay increase of 1% for all Local Government employees with effect from 1 April 2013. This is the first increase since 1 April 2009.
- **13/07:** Parish Council Office. Discussions regarding the setting up of a new lease are still taking place but there is a meeting on Wednesday 18 September to discuss further.
- The destroyed bench outside the school was reported to WBC's Highways Department in July, just hours after the road traffic accident which caused the damage. WBC were requested to attend and remove the bench and debris as it was considered a danger outside of St John's School. The Clerk has chased this twice since then, on the 2 August the Highways Department promised to remove the bench before the start of the new school term. This was chased again on the 10 September they have now promised that it will be actioned within the next few days. WBC has also confirmed that they are endeavouring to make a claim for a replacement bench from the driver of the vehicle which caused the damage.
- **13/110:** Mr A Garrett from WBC has advised that the Parking Restriction Order in The Street is to be considered by WBC Council on the 30 September 2013 and if approved the restrictions should be implemented by the end of October/beginning of November.
- **13/91:** Abandoned Van in West End Road Car Park: The van that has been continuously parked in the West End Road Car Park since October 2012 is still there and although it is not taxed SMPC has been told by WBC and Thames Valley Police that there is nothing more that can be done. This matter is to be passed to Roads, Footpaths and Commons Committee.
- **13/106:** WBC Trees on the boundary of West End Road Car Park. Following some remedial work by WBC to the trees the owner of the adjacent property asked on the 23 July and 27 August for further clarification on the works. These requests have been forwarded onto WBC for comment.
- At the beginning of August a caravan was continuously parked, without permission, on SMPC's land at Windmill Common and after receiving advice from WBC's legal department a Seven Day Notice was served. The vehicle was removed by the owner at the end of the notice period.
- **13/117:** Intermittent Cats Eyes on The Street: This has been followed up with WBC who have promised to advise on the legal position with regard to this.
- **12/239:** The new sub lease for the Community Building was completed on 28 June 2013 but unfortunately the Parish Council were advised on the 14 August that the Land Registry had rejected their application to register the Lease as the plan enclosed by the solicitors

was not to the stated scale. New plans will therefore need to be signed again by both parties and both documents will need to be rebound etc. Cllr Lock has spoken to the Head of Legal Services at WBC regarding the error and delay.

- The Parish Council had a rubbish waste disposal issue as the existing system stopped suddenly. A new disposal system has been put in place and the Parish Council has entered into a flexible contract with Sita for a waste disposal bin. The cost is 30p per month rental, plus £5.50 per month duty of care in addition to a lift price of £15.00 per lift.
- The replacement swings have now been installed and although there was a minor problem it now appears to be fine.
- The major problem with the Gyro Spyro equipment has now been fixed, free of charge, by the supplier.
- A problem with the wet pour surface under the see saws was rectified, under guarantee, on the 10 September.
- **13/106:** Payment of the Fairground hire fee for last year's Meet has now been received from the Hunt.

13/147 **To receive Planning Committee Minutes of 30.07.2013, 03.08.2013 and 03.09.2013:**

The Minutes of these Meetings were received, endorsed and adopted.

13/148 **To receive planning decisions and information from West Berkshire Council (WBC):**

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

13/00900/FULD	41 King Street. 3 two storey houses. Refused: Fails to provide appropriate scheme of works or off site mitigation measures (in other words failed to meet S106 contribution deadline).
13/00761/FUL	4 St Catherine's Hill. Single storey rear and side extension. Approved.
13/01168/HOUSE	Oak Stumps, Birch Lane. Single storey extension. Approved.
13/01240/HOUSE	31 Stephens Close. Single storey extension to the rear. Approved.
13/01332/HOUSE	Orchard House, The Street. Two storey side extension and single storey rear extension. Approved.
13/01476/HOUSE	58 Windmill Road. Two storey side and single storey rear extensions. Approved.
13/01545/HOUSE	47 The Avenue. First floor extension. Approved.
13/01650/CERTP	Garden House, The Street. 2 metre single storey rear extension. Lawful permitted development.

13/149 **To receive update on the West Berkshire Council – Community Infrastructure Levy (CIL) Examination:** An Examination will be held on 23 October 2013 in the Council Chamber at WBC Offices, Newbury by The Planning Inspectorate. The examination is to consider whether the CIL schedule meets the requirements of the Planning Act 2008.

The Parish Council has previously made submissions and it is doubtful that it can say anything further to what has already been submitted. The examination is in reality WBC defending their draft schedule.

The Council agreed that they take no further action. The Inspector will make his decision and recommendations based on his interpretation of the requirements of the Planning Act taking into account SMPC's written submission and that of the other Parish Councils who took the trouble to write.

13/150 **To receive update on the Neighbourhood Development Plan (NDP):** The Chairman advised that the Parish Council submitted an application to designate a Neighbourhood Area to produce a Neighbourhood Development Plan (NDP) to West Berkshire Council (WBC) on 3 September 2013. The sub committee are at present drawing up some draft Visions and Objectives for the NDP to match the areas covered by the Strategic Plan. The different topic areas covered by the Strategic Plan were circulated and the Chairman proposed the list be included in the October edition of the Parish Council Newsletter and also asking for residents to come forward to help produce a new plan and help shape the future of the Village and this was unanimously agreed. Cllr Wingfield also explained that due

to time constraints the first public meeting/consultation will now take place in the early Spring rather than the Autumn as first hoped.

- 13/151 **To report actions taken as a result of a request by the Royal Berkshire Fire and Rescue Service regarding the car park in West End Road:** Royal Berkshire Fire and Rescue Services (RBF&RS) have asked the Parish Council for permission to use West End Road Car Park and the gates into the Fire Station curtilage for six weeks whilst building work takes place. In accordance with the terms of its Lease over the car park SMPC referred this to WBC (Landlords) for approval and this has been agreed. WBC have also said that after the completion of the works an agreement for the use of the gates will need to be formalised as it currently breaches the terms of the Lease to the Parish Council.
- 13/152 **To consider the hire of the Fairground by the hunt:** The Hunt use the Fairground Car Park for a period of approximately 2 hours once a year and Cllr Kiley proposed that the hire charge for The Hunt be £10.00 (non commercial rate), this was seconded by Cllr Earl and unanimously agreed.
- 13/153 **To receive update on the application for a Members Bid for a new acrylic coating to the surface of the tennis courts:** The Chairman advised that it has now transpired that more work is required to the tennis court surface before a new acrylic surface can be applied. The Clerk is to find out what the deadline date is for spending the Members Grant. Also there is to be a site meeting between members of the Parish Council and Mortimer Tennis Club to ascertain what professional advice is needed to rectify the problem with the court surface.
- 13/154 **To receive update on the partially funded PCSO:** Inspector Warren McKeown of Thames Valley Police (TVP) advised that the partially funded PCSO Patrick Baker-Jones had been accepted as a Police Officer for TVP. From the 3 August 2013 PCSO Robert Hubbard-Clark is the designated PCSO. As PCSO Hubbard-Clark already has an in-depth knowledge and understanding of the local issues the parish should not see any change in service.
- 13/155 **To receive précis report from the AWE Liaison Committee Meeting:** Cllr Lock gave an overview of the Minutes of the meeting held on the 12 June and gave a verbal report from the meeting held on the 11 September 2013.
- 13/156 **To receive written report from District Councillors (circulated):** The reports from the District Councillors were received and accepted. Cllr Lock also advised that The Willink School was the highest performing state school or academy in West Berkshire for the second year and this improvement is set in the context of a drop in results nationally.
- 13/157 **Finance - To resolve to agree accounts for payment for August/September:**
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.

August:

- i. Wokingham Borough Council (legal fees in relation to the granting of a new lease for the Cemetery extension) £725.60 inc VAT
- ii. Mortimer Maintenance (Fairground repairs) £35.00
- iii. Co-Operative Bank Visa Direct Debit £13.76 (Martin McColls papers £11.76 and card fee £2.00)
- iv. Stewarts Coaches Ltd (Mortimer Link) £919.15
- v. Ed's Garden Maintenance (grass cutting Cemetery) £315.00
- vi. Mortimer Maintenance (Fairground repairs) £35.00
- vii. Dads Shop Ltd £4.00 inc VAT
- viii. C & D Facilities Ltd (grass cutting Fairground) £204.00 inc VAT
- ix. Safe & Sound Playgrounds (replacement junior swings) £8,634.00 inc VAT
- x. Viking Direct (stationery) £101.32 inc VAT
- xi. Clerk's reimbursable expenses £16.90
- xii. C & D Facilities Ltd (tree works heath elm common) £180.00 inc VAT
- xiii. Stratfield Mortimer Fairground Trust (annual rental Fairground) £2,000.00

September:

- xiv. Woodside Recycling (waste disposal bags) £30.00 inc VAT
- xv. Solutions 4 Playgrounds (playground inspection and maintenance) £330.00 inc VAT
- xvi. Ed's Garden Maintenance (grass cutting Cemetery) £150.00
- xvii. M Bradberry (Custodian's reimbursable expenses) £32.96
- xviii. Dads Shop Ltd £8.00 inc VAT
- xix. Stewarts Coaches Ltd (Mortimer Link) £919.15 inc VAT
- xx. West Berkshire Heritage Forum (annual subscription) £25.00
- xxi. Waterland Management Ltd (treatment of ponds for crassula heimsii) £360.00 inc VAT
- xxii. Thames Water (Fairground) £6.57 Direct Debit
- xxiii. Mazars (Audit Fee) £480.00 inc VAT
- xxiv. C & D Facilities Ltd (grass cutting Fairground £372.00 inc VAT and hedge and verge Fairground £276 inc VAT) £648.00 inc VAT
- xxv. Clerk's reimbursable expenses £30.40
- xxvi. Co-op Visa £2.00 card fee Direct Debit

13/158 **To receive Correspondence (for information only):**

- WBC invitation to next District Parish Conference for Councillors on Tuesday 8 October 2013 at WBC offices.
- WBC invitation to Building Stronger Communities Conference on Saturday 28 September at Newbury College.

13/159 **To receive Minor Matters (for information only):**

- The Chairman advised that Mr Mark Bradberry, the Parish Custodian, has given in his notice and has kindly offered to stay in post until the end of December whilst a replacement Custodian is found. The vacancy is to be advertised in the Newsletter, on the website, notice boards etc.
- An enquiry regarding a Fairground Booking from Fast Track Fit Camp has been received to use the ball court from 06:15am to 07:00am three times a week for fitness training (without music). The Clerk will make the necessary arrangements.
- Cllr Philips advised that she and Cllr Dennett had recently attended the West Berkshire Heritage Forum training event which covers buildings in the parish that are of interest but not listed.
- WBC have given an update and asked for further information on the Claimed Public Footpath, Leighfield to Victoria Road that was applied for in May 2008. This has been passed to the Roads, Footpaths & Commons Committee.
- The question of whether a Councillor could advise on Parish Council matters on the MVP Face Book page was raised and this is to be passed to the Finance and General Purposes Committee.

13/160 **To receive future Agenda Items:**

- To review the Parish Council's Advertising Policy, this has been passed to the Finance & General Purposes Committee.

Date of Next Meeting: Thursday 10 October 2013.

The Meeting closed at 10:00 p.m.

Signed: (Chairman)

Dated: