



Stratfield Mortimer Parish Council

Unadopted Minutes of the Parish Council Meeting

held on 09 October 2014 @7:30pm

at Mortimer Methodist Church Hall, West End Road Mortimer

Present:

Councillors: M Dennett (Chairman), P Blagden, A Butcher, J Bull, P Challis, A Colaço, J Earl, D Ives, N Kiley, M Lock, A Philips, A Richardson and P Wingfield.

Clerk: Mrs J Kirk

Public & Press: Ten

Before the commencement of the meeting the Chairman welcomed the two co-opted Councillors, Andrew Richardson and Anthony Butcher. The Clerk confirmed that the statutory Declaration of Office and Code of Conduct Register of Interest Forms had been completed and signed by the new Councillors.

14/189 To receive any Apologies for Absence: Cllrs T Audsley and J Morden.

14/190 To receive any Declarations of Interest and Dispensations: None.

14/191 To resolve to Approve Minutes of the Parish Council Meeting of 11.09.2014 and Extraordinary Meeting of the 01.10.2014:

The Parish Council Meeting Minutes of 11 September 2014 and the Extraordinary Meeting of the 1 October 2014 were then unanimously approved as a true record and signed by the Chairman.

Cllr Dennett moved from the Chair to move to Agenda Item Nos 14/194, 14/196 and 14/197 before Agenda Item 14/192 below.

14/192 To receive Clerk's update (for information only):

- CCLA Investment. It had been minuted to review in October alternative homes for the money invested in the CCLA and this has been put hold for the time being as the account was only actually opened in August this year.
- The Clerk and the Cllr Wingfield (Chairman of the Cemetery Committee) are to meet with the Landlord (Englefield Estates) to mark the boundaries of the Cemetery Extension.
- The following S106 developer contributions (public open space Fairground) from West Berkshire Council (WBC) have been received in relation to the following planning applications:
 - £1,869.00 17 Campbell's Green
 - £ 4,474.00 New development at Squirrel's Lodge, West End Road.
 - £ 851.11 Alterations to the existing house, The Red House, 54 West End Road.
- WBC advises that the bus infrastructure upgrades on the lime 2/2a bus corridor which was consulted on at the beginning of the year have been scheduled to take place in October 2014. The first phase of updating the stop poles and equipment in week of 6 October with clearway lining and other works in half term week of 27 October. Residents and frontagers in the immediate vicinity of sites will be informed. WBC emphasises that these are one off capital works designed to underpin this commercially operated nature of this bus corridor⁴ being undertaken using Section 106 capital money previously assigned for these capital works.
- Remembrance Day Service. Arrangements were made for volunteer help to assist the Police with the three road closures for the duration of the service.
- Tennis Court Refurbishment. It was confirmed that the contractors were scheduled to

attend on 11 October 2014 to fit the new posts and nets and the Tennis Courts could then be re-opened for use on 13 October 2014. The two signs required to be displayed by Sport England have been ordered and the claim form submitted to Sport England for the amount of the Grant.

- 14/193 To receive information and requirements/implications on SMPC re The Openness of Local Government Bodies Regulations 2014:** The Clerk gave an overview of the Openness of Local Government Bodies Regulations which came into force on 6 August 2014. The Regulations do two things; they give members of the public the right to report on council and committee meetings. Reporting is defined as filming, photographing or making an audio recording of proceedings at a meeting. The second part is the requirement of written records of certain decisions taken by officers to be kept and made available for inspection by the public. Cllr Earl raised concern regarding the recording part of the regulations and asked the Clerk to find out from the Berkshire Association of Local Councils (BALC) what could be done to prevent vexatious records being made and the prevention of misinterpretation. The National Association of Local Councils (NALC) model Standing Order on these new Regulations will be used as a basis in the Council's new Standing Orders.

- 14/194 To receive a proposal re the setting up of a Parish Plan Refresh (2) Steering Group:** Cllr Dennett firstly read out Minute No. 14/127 of the 12.06.2014 'Cllr Morsley advised that the current Parish Plan (refresh) expires in November this year and that it would be very beneficial to village organisations and SMPC for a new refresh to be undertaken (the existence of a current Community Plan is very positive in grant applications by village organisations and SMPC in enabling projects wished for by residents to be undertaken). A new Community Plan refresh could be done in parallel with the NDP and some information gathering could be combined (this has been confirmed as possible by WBC) but it was felt that to do this might cause much confusion with the public. Cllr Morsley also explained that the majority or indeed all the work on a parish plan could be undertaken by members of the public and village organisations rather than members of SMPC (and that there are already such willing to be part of this) but it would be better if there was an SMPC involvement as it is necessary for SMPC to adopt the resultant plan. Cllr Wingfield proposed that the Parish Council supports the Community Plan Refresh and that it considers this again in the Autumn. This was seconded by Cllr Blagden and carried unanimously. It was agreed that this item would be considered at the October Parish Council Meeting.'

The last Parish Plan Refresh was adopted in November 2009 and hence loses its status of a current plan in November 2014. The community recognises the real benefits of having a current Parish Plan in place and wishes to partake in its creation. The following residents have already stated their willingness to work on the Parish Plan Refresh (2): Mrs Rebecca Barker; Mr Doug Overett; Mrs Lynn Hannawin; Mr Chris Morsley and Mrs Danusia Morsley. Cllrs Bull and Blagden agreed to join this group as Parish Council representatives. West Berkshire Council (WBC) has offered to meet with The Chairman, The Clerk and Mrs R Barker to help work out a way forward. Cllr Dennett then proposed from the Chair to have the above meeting and to come back to the next meeting with a proposed Parish Plan Refresh (2) Steering Group Terms of Reference and this was carried unanimously.

- 14/195 To receive any update from the SMPC Advertising Policy working group:** Cllr Dennett reported that the working group met on 1 October and started by looking at the current Advertising Policy. Cllr Dennett is to consult with the Clerk to confirm what powers the Parish Council already has in relation to West Berkshire Council and whether The General Power of Competence could be used. The group will analyse all the comments received on this matter and will work towards creating a new Policy whilst considering the legal aspects.

- 14/196 To receive update from the Neighbourhood Development Plan (NDP) Steering Group:** The NDP Steering Group met on 26th September. Mr John Cornwell, a retired planning consultant, offered his expertise to the NDP completely free of charge. The Steering Group gladly accepted this offer and has invited him to Steering Group meetings as an advisor. It was agreed at this meeting that the NDP group should contact the Health Centre and Village

Schools and that the emphasis should be to develop policies which would then be put out for community wide consultation. The Steering Group had a very constructive meeting on 2nd October with Cllr Peter Deason, who headed the Ascot/Sunningdale NDP whose plan has been through referendum and been adopted. Cllr Deason provided very helpful advice and feedback. Development of the NDP website is continuing.

14/197 To agree the SMPC response to the WBC Housing Sites DPD Housing in the Countryside Policies Preferred Options Consultation:

Cllr Dennett outlined the scope of this document and that the consultation was on the soundness of the policies. After discussion, it was agreed that in general terms, whilst the explanations and reasons for policies seemed sensible and sound, the way in which the policies were worded appeared contradictory. Cllr Earl proposed that a response along these lines be prepared by those Councillors on the NDP Steering Group, who were considering the document at their meeting the next day, for the Clerk to respond before the deadline date of 31 October 2014. This was seconded by Cllr Bull and carried by 12 votes in favour to 1 abstention.

14/198 To receive Planning Committee Minutes of 11.09.2014 and 01.10.2014: The Minutes of these Meetings were received, endorsed and adopted.

14/199 To receive planning decisions and information from West Berkshire Council (WBC):

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

14/01857/HOUSE 12 Orchard Road. Section 73 – variation of condition 2 Approved Drawings for 14/00740/HOUSE Two storey rear and side extension. Granted.

14/01886/HOUSE 9 and 11 King Street. Rear ground floor extension. Granted.

14/01972/HOUSE 79 The Avenue. Replacement of existing garage with new garage and workshop. Granted.

14/01418/HOUSE 15 Stephens Close. Proposed 2 storey side extension. Refused.

Reasons:

1. The area is characterised by dwellings of uniform appearance set within spacious plots. The proposed extension would be contrary to the spacious character of the surrounding area.
2. The proposed extension would result in a dwelling which is disproportionate in size to the original. The impact of the proposed development would be materially greater and more harmful than that of the existing building.

It was noted that the decision notice stated that under 'Representations' for the Parish Council was 'no response'. The Clerk to check the records and contact WBC.

Notice of Appeal: 3 St John's Close. Oak framed extension to rear of existing detached garage. WBC advises that under the Town and Country Planning Act 1990 an appeal had been made to the Secretary of State. The Appeal will be determined on the basis of written representations. As this appeal is proceeding under the Householder Appeals Service, there is no opportunity for SMPC to submit comments. However, all representations previously made on the application have been forwarded and these will be considered by the Inspector when determining the Appeal.

14/200 To receive information from WBC and NALC on the Parish Council Election process and arrangements for the Parish Council Elections to be held on Thursday 07.05.2015:

WBC advised that the Parish Council Elections will be held on 7 May 2015 the same day as the UK Parliamentary Elections. WBC advise it is not possible to provide accurate costings for estimates for postal votes etc and in due to the fact that West Berkshire is not responsible for the Parliamentary Election and in certain parts of the District including Mortimer therefore separate votes will be issued which will lead to increased costs. Individual Council's need to make sufficient provision in their budgets A contested election for SMPC would be in the region of £4,500 and a flat fee cost of an uncontested election would be £100.00.

14/201 To receive report on the AWE Local Liaison Meeting of 17.09.2014: Cllr Lock gave a quick overview of the meeting. The Minutes have not yet been received and will be brought

to the next Parish Council meeting.

- 14/202 To receive District Councillors' Reports:** Cllr Lock also reported on the Bus Stop upgrade as 14/192 WBC are proposing to impose a 7 ton weight restriction for the swing bridge over the Kennet and Avon canal at Sulhamstead. Cllr Mayes reported that a special WBC Meeting had been called for 30 October 2014 in order to discuss whether the review of the Housing Allocations DPD Preferred Options for c4000 responses should be held in an open meeting rather than in a Planning Task Group which is held in private. The tree felling and replanting Licence for the land adjoining College Piece has been granted by the Forestry Commission and the Tree Preservation Order (TPO) for the area as a whole remains unchanged. The ward members for Mortimer presented a petition to the WBC full council meeting on 18 September. The petition was against the cuts to the Sunday 2/2A service between Burghfield and Mortimer which came into force from 1 September 2014. Cllr Mayes has included comments on flooding and sewerage effluent pollution in his DPD responses and have discussed the Monktons Brook drainage catchment feasibility study with WBC officers in that context and the effectiveness of Sustainable Urban Drainage (SUDs) on residential developments. No reported progress by Thames Water on the infrastructural improvements needed in The Street.

14/203 Finance – To resolve to agree accounts for payment for October 2014:

In accordance with the Council's Financial Regulations all the following items for payment were considered together. Cllr Dennett proposed from the Chair that these be paid which was carried unanimously.

- i. Sita UK Ltd (waste disposal Fairground) Direct Debit £46.02 inc VAT
- ii. Southern Electric (Fairground) Direct Debit £37.83
- iii. OALC (Oxfordshire Association of Local Councils) (Openness Regulations training course) £42.00
- iv. BALC (Berkshire Association of Local Councils) (booklets) £14.00
- v. J E Kirk (reimbursable expenses) £46.40
- vi. Unity Trust Visa Post Office £20.00; Co-Op Visa (Card Fee) £2.00
- vii. Mortimer St John's Hall (hall rental) £44.00
- viii. WBC (Parish Council Office rental Oct – Dec) £750.00
- ix. The Benyon Trust (quarterly rental Cemetery Extension) £62.50
- x. Thames Valley Police (part funded PCSO contribution Q2) £1,948.13
- xi. Dads Shop Ltd £65.69 inc VAT

14/204 To receive Correspondence (for information only):

- West Berkshire Council Community Champion Awards. The Awards now include new categories in addition to the existing Junior Citizen of the Year Award, Volunteer of the Year Award, Community Group of the Year Award and Lifetime Achievement Award. The Council asked that the MVP be nominated by the Parish Council.
- WBC draft Winter Service Plan including road gritting routes and footway snow clearance routes. There are no proposed changes for Mortimer from the 2013/2014 plan.

14/205 To receive Minor Matters (for information only):

- Unfortunately the meeting between the Parish Councils and Thames Valley Police re the PCSO contract renewal was cancelled at short notice. The Clerk was asked to ask the Inspector to attend before the next Parish Council Meeting.
- To be made aware of speeding within the village and of vehicles taking a short cut through the car park outside St John's Church.

14/206 To receive any future Agenda Items:

- Community Plan Refresh.
- To consider renewal of the PCSO contract.
- To re-visit the Community Right to Bid for Garth Hall.
- The Local Council Award Scheme formerly known as The Quality Parish Scheme.

Date of Next Meeting: Thursday 13 November 2014

The Meeting closed at 9:59pm

UNVADOPTED