



Stratfield Mortimer Parish Council

Minutes of the Fairground and Cemetery Committee held online on Tuesday 24th November 2020 at 7.30pm.

Present:

Councillors:

Cllr. S. Hill (Chairman), Cllr. S. Beard, Cllr. M. Dennett, Cllr. K. Field, Cllr. M. Lock, Cllr. D. Morsley.

Officers:

Mrs. L. Hannawin

Public/Press:

There were no members of the public and no member of the press in attendance.

Part I

20/013

To ELECT a Chairman of the Fairground and Cemetery Committee.

Cllr. Morsley proposed Cllr. S. Hill for Chairman.

Seconded by Cllr. Lock.

Elected unanimously.

20/014 Public Questions (for agenda items only)

None

20/015 To receive any apologies for absence

No apologies received.

As an ex officio member of the Committee, Cllr. Kilshaw did not attend and did not send apologies.

20/016 To receive any declarations of interest

None.

20/017 Minutes of Last Meeting

To resolve to **APPROVE** the Minutes of the Minutes of the Fairgrounds and Cemetery Meeting of the 14th July 2020.

RESOLVED by majority that these minutes be approved for signature by the Chairman as a true and correct record of the meeting.

20/018 Update from Previous Committee Meeting(s)

1. To receive an update outlining actions taken following the meeting held on the 14th July and other updates.

Update from Previous Committee Meeting(s) - Appendix 20/017

Fairground Ditches – Hammonds Heath and Windmill Road

The cutting back of the vegetation of the ditches is now complete.

Batting Cage and Cricket Nets

Further to their recent Trustees meeting, the Fairground Trustees sent the following update regarding the batting cage and cricket nets on the 8th October:

“Trustees noted the previous correspondence regarding the proposed installation of permanent cricket nets. At a recent site meeting with SMPC, it had become clear that the nets would be significantly larger, at over 30 metres long, and more dominant than had been understood.

Neil agreed to speak to Adrian from the Cricket Club, which he had done, regarding a new proposed position for the nets and smaller nets, and it seems that there will be a viable alternative on a smaller scale.

The Trustees agreed that the Cricket Club needed first to gain support from the Parish Council for any new proposal and if SMPC were supportive they would ask the Fairground Charity Trustees for ratification.”

Mortimer Cricket Club have since confirmed that, further to Covid-19, the batting cage and cricket nets project has been put on hold. They have recently received a grant from the English Cricket Boards which will initially be used to ensure the survival of the Club during the next season. Any funds remaining will be used to invest in projects such as the cage and nets.

As a temporary measure, however, they would like to consider resurrecting their old frame and nets by March 2021 in time for the new season and would like to review with SMPC the actions required to achieve this. **ACTION: CHAIR/CLERK**

20/019 Items to be taken into private session

To determine which items, if any, of the Agenda should be taken with the public excluded
None

20/020 Items for Consideration and Resolution

1. Play Equipment

To consider the ROSPA report and agree the work to be undertaken and **RESOLVE** for quotes to be sought.

The work required, highlighted in the ROSPA report was reviewed. The current remaining budget for play equipment maintenance stands at £6,844 but a virement could be made if

required. In addition, it was noted that quotes should be sought for quarterly maintenance of the equipment.

Cllr. Dennett proposed the resolution be amended to “and RESOLVE for quotes to be sought **up to a budget of £10,000 and that the Clerk in conjunction with the Chair of Council and Chair of Committee agree and approve the work accordingly**”.

Seconded by Cllr. Lock.

RESOLVED unanimously.

Cllr. Dennett proposed the amended resolution as above.

Seconded by Cllr. Lock.

RESOLVED unanimously.

2. Tree Works

To consider and agree the proposed tree works and associated budget in order that quotations may be obtained and to RESOLVE that the Clerk in conjunction with the Chairman of Council can issue a purchase order accordingly, as per the Financial Regulations.

a. Pond Trees

Some tree work is currently being undertaken around the pond. It was agreed to wait for this to be completed and then review and identify other tree work needed.

b. Fairground Trees

A resident has contacted the Office regarding issues caused by Fairground trees overhanging their property. Work, classed as a medium priority in the recent tree survey, is currently being carried out on some of the overhanging trees. Two other trees bordering the property, have been identified as needing work done and this is classed as being of a low priority. It was agreed that a letter should be sent to the resident informing them 1) that those trees requiring work of a low priority will be considered as part of the next tranche of work 2) they are entitled to safely cut back the overhanging branches to their border at their own expense should they so wish, but they are requested to inform the Office accordingly. **ACTION: CLERK**

3. MUGA

To consider that additional lines for netball should be painted onto the MUGA surface and RESOLVE the action(s) to be taken.

Cllr. Dennett proposed that the MUGA is cleaned, the netball lines are added and the other lines are repainted as necessary up to a maximum budget of £1,500 and that the Clerk in conjunction with the Chair of Council and Chair of Committee agree and approve the work accordingly.

Seconded by Cllr. Morsley.

RESOLVED unanimously. **ACTION: CLERK**

4. Cemetery Extension Bridge

To receive an update and AGREE an additional budget in order that a purchase order may be placed.

The additional budget required was considered and it was agreed to proceed with the bridge construction as per the updated quote. The Clerk will contact Mortimer Relief In Need with regards to possible funding. It was noted that West Berkshire Council's engineering dept. will need to approve the construction specification of the bridge. This will cost approximately £100.00.

Cllr. Hill proposed 1) that the PO for the bridge should be issued as per the amended quote 2) Michael Branch be instructed to seek the approval of the construction specification as described.

Seconded by Cllr. Lock.

RESOLVED unanimously. **ACTION: CLERK**

5. Height Restriction Barrier

To receive an update and RESOLVE the action(s) to be taken and associated expenditure.

The situation with the barrier was reviewed

Cllr. Hill proposed that the security of the barrier clasp/lock should be upgraded, other height barrier designs should be investigated, and the functionality of the current barrier be reviewed in November 2021.

Seconded by Cllr. Dennett.

RESOLVED unanimously.

6. Additional Grounds Maintenance

To consider the scope of work required for 1) the maintenance of the pillbox and 2) the additional cutting of 4m of the cricket outfield and RESOLVE that these be included as part of the current grounds maintenance schedule up until December 2021 and agree associated expenditure.

1. Maintenance of Pillbox

It was agreed that the work does not necessarily need to be undertaken by the incumbent grounds maintenance contractor and this would be a prime opportunity to seek other potential suppliers.

Cllr. Beard proposed that quotes should be sought for an immediate one-off cut and 4 maintenance cuts between March 2021 and October 2021 inclusive. Each cut should be taken back to 20 cm deep.

Seconded by Cllr. Field.

RESOLVED unanimously. **ACTION: CLERK**

2. Additional cutting of 4m of the cricket outfield

Due to the short nature of the grass in this area, it was concluded that this does not need doing.

Cllr. Hill proposed this should be left as above.

Seconded by Cllr. Dennett.

RESOLVED unanimously.

7. Conservation Area Information Panels

To receive an update and RESOLVE the action(s) to be taken and associated expenditure.

It was agreed that the old boards need to be reviewed and an update received from Rhys Coles, in order that consideration can be given to both the work required and the written content to be included on the boards.

Cllr. Hill proposed that Cllr. Beard contact Rhys Coles and collect the information boards from their current location.

Seconded by Cllr. Beard.

RESOLVED unanimously. **ACTION: CLLR. BEARD**

8. Proposed Works

To consider and agree the specification and budget for each of the proposed works below in order that quotations may be obtained and to RESOLVE that the Clerk in conjunction

with the Chairman of Council can issue a purchase order accordingly, as per the Financial Regulations.

a. Footpath adjacent to the Community Centre

A report was received identifying 4 methods of constructing the path and associated specifications. Potential contractors were identified.

Cllr. Hill proposed that quotes be obtained on each of the four options.

Seconded by Cllr. Field.

RESOLVED unanimously.

b. Removal of the Emergent Poplars

Cllr. Hill proposed that C&D, as the incumbent grounds maintenance contractors, be asked to quote for cutting the emergent poplars with a brush cutter.

Seconded by Cllr. Beard.

RESOLVED unanimous.

c. Desilting of the Hammonds Heath and Windmill Road Fairground ditches.

The proposed specification was discussed, and it was agreed that the silt should be removed to just below the original base of the pipe work along with any tree stumps. As this work will be taken under riparian responsibility, permission will be sought from West Berkshire Council. Advice will also be sought regarding the water table from Mr. T. Barber.

Cllr. Hill proposed that quotes be sought as per the specification above.

Seconded by Cllr. Morsley.

RESOLVED unanimously. **ACTION: CLLR. HILL, CLERK**

d. Lime trees bark mulching.

Cllr. Hill proposed that quotes be sought to remove ½ a meter of turf around the base of the lime tree and replace with bark mulch to a depth of 75mm and the Clerk in conjunction with the Chair of Council and Chair of Committee agree and approve the work accordingly.

Seconded by Cllr. Morsley.

RESOLVED Unanimously. **ACTION: CLERK**

e. Replacement litter bin by the Youth Shelter

Cllr. Dennett proposed that the bin be replaced with the black/gold version up to a budget of £500.00 and the Clerk in conjunction with the Chair of Council and Chair of Committee agree and approve the work accordingly.

Seconded Cllr. Morsley.

RESOLVED unanimously. **ACTION: CLERK**

9. Playground Signs

To review the playground signs and RESOLVE the action(s) to be taken and associated expenditure.

The signs and content were discussed. It was noted that some of the Covid-19 related content needs to be more generic to reflect the changing rules and guidelines.

Cllr. Dennett proposed that the signage as discussed be replaced up to a budget of £500.00.

Seconded by Cllr. Morsley

RESOLVED unanimously **ACTION: CLERK**

20/021 Items for information only

1. Minor Matters

- It was noted that the Christmas tree is being delivered on Friday 27th November. Cllrs. Hill and Beard are available to put up the tree and Cllr. Field is available to help in the afternoon if needed.

20/022 Communications

To identify items for communicating.

Tree work on Fairground

20/023 Future Agenda Items

To identify future agenda items ACTION: CLERK

1. Review of the Cemetery

20/024 Exclusion of Press and Public

To pass a resolution to exclude members of the press and public from the meeting at Part II, items identified at 20/019 on the Agenda, due to the confidential nature of the information being discussed.

Not required

Part II

Close

The meeting closed at 21.33

Date of next meeting: Thursday 18th March 2020