



Stratfield Mortimer Parish Council

Minutes of the Full Council Meeting held online on Thursday 12th November 2020 @ 7.30 pm

Present:

Councillors:

Cllr. M. Dennett (Chairman), Cllr. S. Beard, Cllr. G. Bridgman, Cllr. J. Bull (left at 20.27), Cllr. N. Carter
Cllr. D. Ives, Cllr. D. Kilshaw (arrived 19.58), Cllr. C. Lewis, Cllr. M. Lock (arrived 19.35), Cllr. D.
Morsley, Cllr. J. Wells.

Clerk:

Mrs. L. Hannawin.

Public/Press:

There was one member of the public present and no member of the press in attendance.

Part I

20/056 Public Questions (for agenda items only)

None.

20/057 To receive any apologies for absence

Cllr. Kilshaw gave notice that he would be absent until 20.00.

20/058 To receive any declarations of interest

None declared.

20/059 Minutes of Last Meeting

To resolve to APPROVE the Minutes of the Council Meeting of the 8th October 2020.

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

20/060 Clerk's Report

To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 8th October and other updates.

Actions from Last Meeting:

VE Day 75/76 Commemorations

A follow up email has been sent and a phone message has been left with Burghfield Parish requesting an update on their wish to be involved with next year's commemorations.

Pillbox

The signed Heads of Terms have been forwarded to Englefield. The draft lease has not yet been received.

Remembrance Day Commemorations

Further to discussions with the Royal British Legion, the Scouts, the benefice, and the police the commemorations have been organised with regard to the Government guidelines and new restrictions following the second lockdown.

Other Updates:

Casual Vacancy

The notice of the Casual Vacancy was posted on the 15th October meaning electors had until the 4th November to write to the Returning Officer at WBC, to request an election. WBC have confirmed that at least 10 requests have been received and the vacancy must therefore be filled by poll.

Due to the Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020 and the Coronavirus Act 2020 a poll cannot take place until 6th May 2021 (the date of the next ordinary elections).

The report was received.

In addition, it was noted:

- ANPR/SID: Westcotec Ltd have collected the machine to review and resolve the reported issues with the speed range.
- AGAR/External Audit: 3 enquiries have been received and responses have been submitted.
- BT Phone Box: the lease has now been received and Cllrs. Bridgman and Lewis have undertaken an initial review. The adoption of the phone box will next be considered at Finance and General Purposes Committee meeting in December.

20/061 Items to be taken into private session

To determine which items, if any, of the Agenda should be taken with the public excluded.

It was agreed that agenda items 20/063 6: Garth Hall Working Party and 20/064 5: WBC Annual Community Champion Awards should be taken into private session.

20/062 Planning

To receive planning decisions and information from West Berkshire Council.

20/01648/FUL: Brunel House, Station Road, Mortimer, Reading RG7 2AB

Erection of new building comprising (3 x B1(a/b/c) units and 1 x flexible B1c/ MOT garage unit) with associated outside storage (B8), parking and landscaping.

REFUSED – 6th October 2020

SMPC Comments

The Committee supported the development and confirmed that it is supported by policies C2 and C7 in the SM NDP but raised two concerns:

- Are Highways confident that access to the development can cope with increased traffic; and
- The application refers to two storey units and the building being same height as Brunel House but the drawings do not clearly indicate this.

20/01849/COND2: Land to rear of 33-37 West End Road, Mortimer Common, Reading (Williamson Close)

Confirmation of compliance of conditions relating to planning permission 10/00873/FULMAJ

APPROVES IN PART & REFUSES IN PART – 7th October 2020

WBC Comments

Based on the evidence available, the Local Planning Authority can confirm compliance with conditions 2, 3, 4, 5, 6, 11, 12 and 13 of planning permission 10/00873/FULMAJ.

Based on the evidence available, the Local Planning Authority CANNOT confirm compliance with conditions 1, 7, 8, 9 and 10 of planning permission 10/00873/FULMAJ.

20/02121/COND1: Church of St. Mary, The Street, Mortimer Reading

Application for approval of details reserved by condition (1) Time of approved 12/01366/FUL - Extension to Council Cemetery behind St. Marys Church, Stratfield Mortimer

APPROVED – 28th October 2020

20/02244/OOD: Out of District Planning Consultation, Hampshire County Council, Mortimer Quarry, Welshmans Road, Mortimer West End, RG7 3UQ

Variation of condition 3 to permission BDB/73759 for the revision of the end date to 31 October 2032.

NO COMMENT – 26th October 2020 (*Hampshire County Council have not yet made decision*)

SMPC Comments (sent to HCC)

It was a condition of the project that gravel lorries do not travel through Mortimer. It has been noted, however, that recently several lorries a day are now driving through the village and confirmation is sought that the condition still applies. Hampshire Enforcement Officer looking into this.

The planning decisions were received.

In addition, it was noted:

- **Quarry, Welshmans Road, Mortimer West End, RG7 3UQ:** Further to the comments made by SMPC above, the Hampshire Enforcement Officer has written requesting that the Parish Council record and inform him of details of any gravel lorries seen travelling through the village. The information should be submitted to the Clerk.

20/063 Committee and Working Party/Group Reports

1. Finance and General Purposes Committee.

Cllr. Dennett gave a verbal report, and it was noted that newsletter is going ahead with a copy deadline of 20th November. Councillors have been contacted and asked to provide specific articles, but other potential items may be submitted to Cllr. Dennett.

2. Planning Committee.

Cllr. Morsley gave a verbal report and it was noted:

- Station Car Park: planning was approved, and the proposed conditions have been reviewed and suggested amendments have been submitted to West Berkshire Council (WBC). GWR have started to look at the project. No more work is required to be undertaken and paid for by SMPC. Cllr. Morsley acknowledged the input of Mr. N. Kiley and Katherine Mile of Pro Vision and proffered her thanks.
- MOR006: A meeting for representatives of SMPC, the school, the Diocese, T.A. Fisher and WBC is being organised to consider the use of the reserved land. Cllr. Bridgman requested to be involved.

3. Strategy Working Party.

Cllr. Morsley gave a verbal report, and the following was noted:

- Cllr. Carter has provided an analysis and proposed responses to the comments received from the consultation. These are to be reviewed prior to being published.
- Four potential project managers were shortlisted out of a possible 8. They have all submitted a proposal for widening of the pavement between Strawberry Fields and Mortimer Hall but, due to the variation in information provided, further consideration is being given to the selection of a project manager.

4. VE Day 75 Commemorations.

Cllr. Beard gave a verbal report, and the following was noted:

- Burghfield Parish Council (BPC) have been contacted by the Clerk regarding joining in with the commemorations but have not responded.
- It was agreed that should the VE Day Commemorations be further postponed, then they should be rearranged to coincide with the Queen's Platinum Jubilee in June 2022. This will be considered at a future meeting.

#Cllr. Kilshaw arrived at 19.58

5. Memorial Working Group.

Cllr. Dennett gave a verbal report, and the following was noted:

- Cllr. Dennett has requested help with running the meetings, but nothing has been forthcoming.
- Suggested memorials are a bench for Mr. B. Newton and a street named for Mr. Lawrence Picking.

6. Garth Hall Working Party.

Moved to Part II

20/064 Items for Consideration and Resolution

1. Review of Policy.

To RESOLVE to adopt the Fly Posting and Advertising Policy as recommended by Finance and General Purposes.

Cllr. Bridgman proposed that the resolution be amended to “To RESOLVE to adopt the Fly Posting and Advertising Policy, *with the Clerk to have the power to add other noticeboard locations as required*”.

Seconded by Cllr. Lock.

RESOLVED unanimously.

The amended resolution was **RESOLVED** unanimously.

2. Leisure Strategy Consultation.

To consider WBC’s Leisure Strategy and to RESOLVE to respond to the consultation and the form by which this will be achieved.

It was agreed that any comments should be returned to the Clerk by Monday 16th November and that the Clerk and Cllr. Dennett will respond on behalf of the Council by the closing date of Thursday 19th November.

3. Consultation Process.

To AGREE the process for responding to statutory, local authority and third-party consultations.

It was agreed that on receiving notification of a consultation, the Clerk in conjunction with the Chairman shall allocate the consultation to a committee, to review and formulate a response. All councillors will be advised of the consultation and invited to submit comments to the committee overseeing the consultation. If needed, committees may set up working parties to research and advise on a response. Some consultations may require individual responses from interested parties only.

4. Meeting Attendance Records.

To RESOLVE the format in which meeting attendance record for councillors should be publicised on the Council’s website.

Cllr. Morsley presented several options. In addition to the information presented on Option 1, it was agreed that the records should also show arrived late/left early, a coloured box showing meeting not applicable and the total number of meetings attended out of those available to attend.

Cllr. Morsley proposed option 1 with amendments as agreed above.

Seconded by Cllr. Dennett.

RESOLVED by majority vote.

5. WBC Annual Community Champion Awards.

To consider potential nominees and RESOLVE SMPC nomination(s).

Moved to Part II.

6. Station Car Park Pre-Commencement Conditions.

To AGREE the budget to cover the professional advice required regarding the proposed conditions, as recommended by the Planning Committee.

Not required.

20/065 Finance**1. Accounts to the 30th September 2020.**

To receive and APPROVE the Income and Expenditure Report to 30th September 2020 and the Balance Sheet as of that date.

Proposed by Cllr. Dennett.

Seconded by Cllr. Carter.

APPROVED by majority vote.

2. Payments made with authorisation of Chairman/Vice-Chairman.

To receive and note summary of payments:

Item	Payee Details	Amount
1.	Salaries – Month 7 (October 2020)	£ 3,795.55
2.	HMRC – Month 7 (October 2020)	£ 878.06
3.	Sussex Christmas Trees – supply & deliver 20ft Norway Spruce for Fairground – inc. VAT	£ 560.00
4.	Poppy Appeal – wreath for Remembrance Service	£ 30.00

The payments were received and noted.

3. Accounts for Payment

To receive and APPROVE items of expenditure:

Item	Payee Details	Amount
1.	West Berkshire Council – Quarterly Rent for Library	£ 812.50
2.	SLCC – CiLCA Fees re Parish Clerk	£ 410.00
3. *	C&D – grass cutting at Fairground and cemetery for October – inc. VAT	£ 774.00
4.	Connecting Communities in Berkshire – membership	£ 35.00
5.	D.C.Sturt – Monitoring and SMPC IT support in September	£ 103.50
6.	Stratfield Mortimer Fairground Charity – additional balance on Fairground rent 2020	£ 246.25
7.	Lloyds MultiPay Card – topsoil for Fairground (Grabloader) [Direct Debit]	£ 78.00
8.	Lloyds MultiPay Card – monthly fee [Direct Debit]	£3.00
9.	SUEZ Recycling – waste collection from Fairground - October – inc. VAT [Direct Debit]	£ 132.13
10.	Currys PC World – Care Plan for Clerk's computer [Direct Debit]	£9.49
11.	EE – mobile phone plan charges – inc. VAT [Direct Debit]	£28.80
12.	B.T – quarterly plan charges – inc. VAT [Direct Debit]	£154.54
13.	Claire Connell – interim visit for Internal Audit service y/e 31.3.2021	£ 250.00

Proposed Cllr. Dennett.

Seconded Cllr. Morsley.

The accounts were **APPROVED** for payment unanimously.

4. Internal Auditor Mid—Year Report.

To receive the mid-year report as recommended by Finance and General Purposes.

The report was received and noted.

20/066 Items for information only

1. To note the meetings that have taken place of the following committees and to receive the draft minutes:

a. Planning 22/10/2020

The minutes were approved at the meeting held on 12/11/202.

b. Finance and General Purposes 03/11/2020

The meetings were noted.

2. District Councillor Reports

The report was received.

3. Correspondence:

Item	Details
1.	Tadley CAB: Invitation to their AGM being held on Wednesday 25th November 2020 @ 12pm via Zoom.
2.	Burghfield and Mortimer Handybus: Thanking SMPC for their support by way of the recent grant.
3.	WBC: Providing an update and confirming the suspension of the loaning of SID equipment until December 3 rd .
4.	HALC: November Newsletter from BALC

It was noted that the additional correspondence had been received:

- Butlers Lands Farm: Offering the field opposite the Cinnamon Tree for allotment purposes.
- WBC: Requesting details of SMPC meetings as a representative of the March 2021 census may wish to address the Council.
- WBC: Requesting suggestions for street names and numbers for the next phase of the MOR006 development.
- Hampshire County Council Enforcement Officer: 1) Acknowledging the Council's concern regarding lorries driving through Mortimer and confirming that the quarry has been contacted regarding this. 2) requesting that details of the lorries driving through the village should be recorded and submitted to the Enforcement Officer.
- WBC: 1) Confirmation that the report from the Speed Management Framework Consultation is on hold 2) providing an update on the approved sites that parish councils may use for operating their own SIDs and the procedure for doing this.
- WBC: 1) Reporting that WBC are in the process of commissioning a Voluntary and Community Sector Support Organisation that will support voluntary organisations and community groups 2) Inviting interested parties to complete a survey which will help inform what this service may look like.

4. Neighbourhood Action Group report

A meeting took place in September and the minutes will be circulated when available.

5. Minor Matters

- a. Cllr. Lewis expressed concern on the number of leaves on the roads and pavements. The road sweeping regime will be confirmed with Streetcare.
- b. The analysis of the responses to the project consultation comments has been submitted to the Strategy Working Party. Copies are available from Cllr. Carter.
- c. Cllr. Carter commended those involved with the Remembrance Day video.
- d. Cllr. Hill requested that the fitness equipment is considered as a future agenda item. This will be pursued via the Strategy Working Party.
- e. Cllr. Wells highlighted the invitation for individuals to attend the Citizens Advice Bureau AGM.
- f. Cllr. Lock reported that most of those that applied for the grant from the Clarks Educational Foundation. In addition, work is being undertaken on the old schoolhouse.

20/067 Communications

To identify items for communicating

- Items for the newsletter to be sent to Cllr. Dennett.

20/068 Future Agenda Items

To identify future agenda items **ACTION: CLERK**

1. Fitness Equipment to be considered by the Strategy Working Party.
2. Queens Platinum Jubilee.
3. Garth Hall.

20/069 Exclusion of Press and Public

To pass a resolution under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, to exclude members of the press and public from the meeting at Part II, items identified at 20/047 on the Agenda, due to the confidential nature of the business to be transacted.

RESOLVED unanimously.

20/063 Committee and Working Party/Group Reports cont.

6. Garth Hall Working Party

Cllr. Dennett gave a verbal report, summarised the status and confirmed that legal advice is still required. Cllr. Dennett will circulate a draft summary of the legal advice needed to the Garth Hall Working Party for comment. This will be added to the Full Council agenda in the new year.

20/064 Items for Consideration and Resolution cont.

5. WBC Annual Community Champion Awards.

To consider potential nominees and RESOLVE SMPC nomination(s).

The categories were reviewed, and potential nominees were identified and chosen for the Covid Response Volunteer of the Year and "The Big Thank You" Award.

Proposed by Cllr. Dennett

Seconded by Cllr. Lock.

RESOLVED by majority vote.

Close

The meeting closed at 21:22.

Next meeting – 14th January 2021.