



## Stratfield Mortimer Parish Council

**Minutes of the Fairground and Cemetery Committee held held at  
Mortimer Methodist Church Hall on Tuesday 30th of November 2021 @  
7.30pm.**

### ***DRAFT MINUTES SUBJECT TO APPROVAL***

#### **Present:**

##### **Councillors:**

Cllr. S. Hill (Chairman), Cllr. M. Dennett, Cllr. K. Field, Cllr. A. Marsden, Cllr. D. Morsley, Cllr. A. Noonan.

##### **Officers:**

Mrs. L. Hannawin

##### **Public/Press:**

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

#### **Part I**

##### **20/036 Public Questions (for agenda items only)**

None

##### **20/037 To receive any apologies for absence**

Cllr. S. Beard and Cllr. M. Lock did not attend and did not send apologies.

##### **20/038 To receive any declarations of interest**

None.

##### **20/039 Minutes of Last Meeting**

- 1. To resolve to APPROVE the Minutes of the Minutes of the Fairgrounds and Cemetery Meeting of the 18<sup>th</sup> March 2021.**

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

- 2. To receive the notes from the Online Advisory Meeting of the 22<sup>nd</sup> of July 2021.**

The notes were received.

## 20/040 Update from Previous Committee Meeting(s)

To receive an update outlining actions taken following the meeting held on the 18th of March 2021 and 22nd July and other updates.

- Conservation Area Boards: there has been no further action to date.
- Badgers Croft wall and ivy: the Custodian has started to clear this and will continue to do so during the winter months.
- Tennis Court anti-climb paint and signs: the paint and signs have been purchased.
- Table Tennis Table: this is waiting for the foundations to be laid on the APMF with a view to moving the table early next year.
- Surplus Trees: no list of available trees was forthcoming.
- Waste Collection: Suez have undertaken a review of the Council's waste collection and has reduced the monthly fee by £45.35 to £69.99. This includes the bin, a 70kg weekly lift and a duty of care fee. Anything over 70kg is charged at 15p per kilo. No separating of waste is required.
- Lime Tree Bark Mulching: The work is due to be finished the w/c the 13<sup>th</sup> of December.
- Ditch Work: Thurleys do not think the work needs doing and are therefore reluctant to proceed. There is a danger that if it is over dug the sides may collapse into the ditch. Consideration should be given to brush cutting and the removal of the arisings instead which could be undertaken by the Custodian. **ACTION: CLLR. HILL**

## 20/041 Items to be taken into private session

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

Cllr. Hill proposed that agenda item 21/042 5. Fairground Budget 2022/23 and 21/042 8. Fairground Remedial Tree Work, be taken with the public excluded.

Seconded by Cllr. Morsley.

**RESOLVED** unanimously.

## 20/042 Items for Consideration and Resolution

### 1. Mortimer 2012 WI Tree Planting

To consider the proposal from Mortimer 2012 WI to plant a tree to commemorate their 10th anniversary and the Queen's Platinum Jubilee and agree details accordingly.

It was agreed that a native tree would be suitable to be planted in a visually accessible area i.e. close to the ponds. Cllr. Hill and the Clerk will liaise with the WI to agree type of tree and location. **ACTION: CLLR. HILL/CLERK**

### 2. Grounds Maintenance

To consider and agree the specification for the Grounds Maintenance programme commencing 1<sup>st</sup> of January 2022 in order that quotes may be sought.

The current grounds maintenance schedule was reviewed. It was agreed to seek quotes as per the following:

- Have 2 grounds maintenance contracts 1) Fairground and 2) Cemetery and Pillbox
- The Fairground and Cemetery specifications will both remain as per the current schedule.
- The pillbox specification will consist of 1 x tidy up cut at the end of winter, 4 x maintenance cuts and the option of on-demand cuts as required to be quoted for separately.

- Each contract will be for 3 years with the option to break at the end of each year.

**ACTION: CLLR. NOONAN/CLERK**

### **3. Height Barrier**

**To review the height barrier and agree any further other action(s) to be taken and associated expenditure.**

No further issues have been reported with the height barrier. It was agreed a height sign should be obtained for the car park side of the barrier. **ACTION: CLERK**

### **4. Headstones**

**To formalise a strategy for the regular inspection and monitoring of the headstones in the Parish Council Cemetery.**

It was agreed for the Custodian to check the headstones every 6 months. A form based on the Cemetery layout will be devised and used for this purpose. **ACTION: CLERK**

### **5. Fairground Budget 2022/23**

**To consider the Fairground Budget and agree the amounts for recommendation to Finance and General Purposes.**

Minuted at Part II

### **6. Play Equipment**

**To review the maintenance work required and agree associated expenditure.**

A report was received on works required to the Motorcycle Rocker, Steppingstone's surface join, Seesaw Surface and Titan Rotator chains and covers. A quote for £1172.02 has been received for the work. Clarification will be sought with regards to need to replace the Motorcycle Rocker's footrests

Cllr. Hill proposed that works are undertaken by Vita Play Ltd.

Seconded by Cllr. Dennett.

**RESOLVED** unanimously. **ACTION: CLERK**

### **7. Fairground Tree Work**

**To review and agree the work that needs undertaking on Tree 567 and any associated expenditure**

Further to a discussion, it was agreed to seek approval from West Berkshire Council's (WBC) tree officer to carry out the work on T567 as per the recommendation of Sapling Arboriculture and to seek quotes accordingly. **ACTION: CLERK**

### **8. Fairground Remedial Tree Work**

**To receive the quotes received and agree the contractor for undertaking the required work.**

Minuted at Part II

### **9. Cemetery**

**a. To receive an update on the cemetery extension and consider the path specification and budget.**

A report was received. It was confirmed:

- The Custodian has been asked to clear the holly in preparation for the bridge installation.

- The Committee agree that the Heras fence panels or Chapter 8 road barriers, that Sarum are proposing to supply as part of the site protection, are adequate for this purpose.
- Cllr. Hill and the Clerk will look at the specification required for the path.  
**ACTION: CLLR. HILL/CLERK**
- The Clerk will circulate a plan of the Cemetery showing the plots and the landscape design previously received. **ACTION: CLERK**
- Members of the Committee will undertake a Cemetery visit to look at the current available space. **ACTION: COMMITTEE MEMBERS**
- The implications of the potential amendments to the Regulations on activities that affect groundwater need to be considered.

**b. To consider any actions required following the criminal damage sustained to the cemetery trees.**

This will be considered once the damaged trees have been cleared.

**20/043 Items for information only**

**1. Minor Matters**

- Christmas Tree: Cllr. Hill thanked everyone who was involved with installing the tree on the Fairground and will organise the dismantling of it. **ACTION: CLLR. HILL**
- Fitness Equipment: Cllr. Marsden reported that site visits have been undertaken and some quotes and surveys have been received. A report shall be taken to Full Council in January with a view to the equipment being installed in the spring.
- St John's School Conservation Area Tree Planting: this will be taking place on the 10<sup>th</sup> of December. Representatives from Englefield Estate will be attending to work with the children.

**20/044 Communications**

**To identify items for communicating.**

- Cemetery update.
- Bench painting.
- Christmas tree thank you.

**20/045 Future Agenda Items**

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

- Fairground path enhancement.
- Fairground fence enhancement.

**20/046 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 21/041 on the Agenda, due to the confidential nature of the information being discussed.**

Proposed by Cllr. Hill.

Seconded by Cllr. Dennett.

**RESOLVED** unanimously.

## Part II

### 21/042 Items for Consideration and Resolution

#### 5. Fairground Budget 2022/23

To consider the Fairground Budget and agree the amounts for recommendation to Finance and General Purposes.

The proposed budget was considered, and minor amendments made.

#### 8. Review of Fairground Remedial Tree Work

To receive the quotes received and agree the contractor for undertaking the required work.

The quotes were considered.

Cllr. Hill proposed an order be placed with Oakey Tree Services Ltd for the work to be undertaken in line with the specification and as soon as possible.

Seconded by Cllr. Morsley.

**RESOLVED** unanimously. **ACTION: CLERK**

## Close

The meeting closed at 21.28

Date of next meeting: 24<sup>th</sup> March 2022

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