



## Stratfield Mortimer Parish Council

### **Minutes of the Meeting of the Parish Council held on Thursday the 10<sup>th</sup> of November 2022 @ 7.30pm at Mortimer Methodist Church Hall, West End Road, Mortimer**

These Minutes are subject to approval.

#### **Present:**

#### **Councillors:**

Cllr. M. Dennett (Chairman), Cllr. G. Bridgman, Cllr. D. Butler, Cllr. K. Field, Cllr. S. Hill, Cllr. D. Kilshaw, Cllr. C. Lewis, Cllr. A. Marsden, Cllr. D. Morsley, Cllr. A. Noonan, Cllr. M. Shaw, Cllr. J. Wells.

#### **Clerk:**

Mrs. L. Hannawin.

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

Two members of the public were in attendance along with Dist. Cllr. G. Mayes. There was one member of the press present.

#### **Part I**

#### **22/074 Public Questions (for agenda items only)**

Dist. Cllr. Mayes gave an update on the condition of Foudry Brook at the Station Road Bridge and confirmed he continues to liaise with West Berkshire Council (WBC), Thames Water and the Environment Agency. He gave feedback regarding Transport for the South East of England, whose policy aims to increase transport and improve the service. This conflicts with Reading Busses who have reduced services due to poor passenger load and income, and have stopped the twice daily bus run to St Mary's School. He reported that he had no further update regarding Windmill Court.

#### **22/075 To receive any apologies for absence**

Apologies were received from Cllr. H. Geary.

Cllr. M. Lock did not attend, and no apologies were received.

## **22/076 To receive any declarations of interest**

**To receive from Members at this point or at any point during the meeting, in respect of any items included on the agenda, disclosure of any interests in line with the Parish Council's Code of Conduct and gifts and hospitality in line with Government legislation.**

Cllr. Morsley confirmed she is no longer involved in the running of Mortimer Toddler Group, relevant to agenda item 22/081 6.

Cllr. Field declared a personal interest in agenda item 22/081 12. Windmill Common Boundary.

## **22/077 Minutes of Last Meeting**

**To resolve to approve the Minutes of the Council Meeting of the 13<sup>th</sup> of October 2022.**

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

## **22/078 Clerk's Report**

**To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 13<sup>th</sup> of October and other updates.**

1. **Queens Platinum Jubilee:** Clarification has been sought regarding the purchase and sale of the glasses and remaining stock. The information has not been received to date.
2. **Purchase of "Tommys":** These have been purchased and the Custodian will be installing them with permanent fixings.
3. **Fitness Equipment:** The letter regarding the additional credit note, and payment was sent to Wicksteed, but no response has been received to date. The spoil has been removed.
4. **Utility Square and Fairground Footpath:** Further to advice received from West Berkshire Council (WBC), these projects may be undertaken under permitted development.
5. **CIL Payments October 2022:** £14,483.58 has been received in respect of 21/02347/RESMAJ Land South of Tower Gardens Phase 2a, The Street, Mortimer Common, READING.
6. **Friends of Mortimer Library:** WBC Library Services are looking to help set up a Friends of Mortimer Library Group and will be looking to send out information inviting interested parties to get involved. It is the aim to do this under "co-production" and it is hoped that other organisations as well as members of the public will get involved. WBC may be looking for initial support from SMPC with help with promoting the new group.

The Clerk will confirm if the CIL payment received above is the total or a proportion of the amount due for Phase 2a.

The report was received.

## **22/079 Items to be taken into private session**

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

Cllr. Dennett proposed that agenda items 22/080 6. Garth Hall Working Party and 22/081 12. Windmill Common Boundary, be taken in Part II.

Seconded by Cllr. Kilshaw.

**RESOLVED** unanimously.

# Cllr. Dennett stated that agenda item 22/081 4. Coronation Event shall be taken next, followed by 22/081 9. Fairground CCTV.

## 22/081 Items for Consideration and Resolution

### 4. Coronation Event

**To consider the options and cost for a village event to celebrate the Coronation of King Charles III.**

An in-depth discussion took place looking at various aspects of a potential event. The Chairman of the Mortimer Village Partnership (MVP) confirmed that the MVP committee may be willing to take a lead role in the event. The general feeling was that the Council would be prepared to give a one-off grant to the organising body. Cllrs. Bridgman and Kilshaw will work with the MVP to finalise a proposal and the grant will then be formally considered at a subsequent meeting of the full Council. The grant is likely to be in the region of £10,000 but, if necessary, more would be considered depending on the evidence presented as part of the proposal.

### 9. Fairground CCTV

**To resolve:**

- a. **The Council looks at installing CCTV on the Fairground.**
- b. **The Council requests the District Councillors to consider part funding of the CCTV from the WBC Members' Bid Scheme.**

Background information regarding the installation of CCTV was provided and related aspects were fully discussed. A member of the public spoke against the installation of CCTV and requested a full cost benefit analysis be undertaken prior to any decision being taken. Cllr. Bridgman confirmed he is willing to support part funding of the purchase and installation of CCTV via the Members' Bid Scheme.

Cllr. Bridgman proposed the resolution be amended to: **SMPC proposes to install CCTV on the Fairground in accordance with the costs quoted and with part funding with a Members Bid to WBC.**

Seconded by Cllr. Morsley.

**RESOLVED** with 1 abstention.

Cllr. Bridgman proposed the amended resolution.

Seconded by Cllr. Morsley.

**RESOLVED** by majority vote and with 2 abstentions.

## 22/080 Committee and Working Party/Group Reports

- **Fairground and Cemetery Committee**

Cllr. Hill confirmed a third contractor was being sought to quote for the cemetery footpath and retaining wall works. The Utility Square will be being installed with the footpath.

- **Finances and General Purpose**

The Committee met on the 1<sup>st</sup> of November and the minutes have been circulated.

- **Roads, Footpaths and Commons**

The Automatic Speed Watch Camera (ASWC) is ready to be deployed but no data can be submitted until the vandalised road signs have been replaced by WBC.

- **Planning Committee**

All recent decisions have been in accordance with SMPC's recommendations. Potential funding for the station car park from the Local Enterprise Partnership (LEP) is being investigated. The planning application decision for 72 Windmill Road went to appeal and the appeal was dismissed.

- **Communication Working Party**

A report was received. The December newsletter is in progress.

- **Garth Hall Working Party**

Minuted at Part II.

- **Mortimer to Burghfield Cycleway and Footpath**

All reports commissioned to date have been received. The necessity for the Phase 2 Ecology surveys are being reviewed with WBC. The Project Manager has produced costs and a timescale for getting to planning, and the Working Party will be meeting to discuss the work needed.

- **Strategy Working Party**

A report was received.

- **The Street Footway Party**

Work required by WBC is planned for January.

## 22/081 Items for Consideration and Resolution

### 1. Neighbourhood Plan

**To receive and endorse a written report from the Neighbourhood Plan Steering Group (NPSG).**

The report was received. Cllr. Carter confirmed T.A. Fisher have drawn up a plan to support the Reserved Land update and this will be presented at the public consultation. Additional support from councillors to help man the consultation events would be appreciated. Cllr. Bridgman confirmed he does not sit as a WBC representative on the Steering Group.

### 2. Remembrance Day

**To receive an update on the planned commemorations and agree any further actions needed.**

Cllr. Hill is co-ordinating the additional 5 marshals who will meet at 10:20am at the Fairground car park. Cllr. Carter is overseeing the P.A. and needs the roads closed by 10:45am to allow for this to be set up.

### 3. Christmas Function Budget

**This Motion proposes that, in recognition of the time given by Parish Councillors to council business (full council meetings, committee meetings, working party meetings, and the like), a modest budget be established to pay for the cost of an annual Christmas function so as to recognise the contribution to the life of the parish that parish councillors make without financial reward. The Motion leaves to debate the amount of such a budget.**

The motion and aspects were discussed, and consideration given to the Parish Basic Allowance and advice received from the internal auditor and Hampshire Association of Local Councils (HALC).

Cllr. Bridgman proposed the motion.

Seconded by Cllr. Carter.

**NOT CARRIED** with 9 against and 1 abstention.

# Cllr. Bridgman proposed the meeting to continue past 21:30 if required.

Seconded by Cllr. Dennett.

**RESOLVED** with 2 abstentions.

**4. Coronation Event**

**To consider the options and cost for a village event to celebrate the Coronation of King Charles III.**

Minuted above.

**5. Civility and Respect Pledge**

**To consider the Civility and Respect Project and resolve to sign up to the Pledge.**

A report was received, and the Pledge discussed

Cllr. Dennett proposed the resolution.

Seconded by Cllr. Morsley.

**RESOLVED** by majority vote and with 1 abstention.

**6. Community Grant**

**To consider the eligible applications and resolve the grants to be made:**

**a. 1st Mortimer Scouts**

**b. Mortimer Lunch Club**

**c. Mortimer Toddler Group**

**d. Tadley Citizen Advice Bureau.**

Cllr. Morsley confirmed all 4 applications were eligible and summarised the information provided on the Community Grant Comparison Sheet.

Cllr. Bridgman proposed that all 4 grants are awarded as follows: Scouts £1,500; Lunch Club £1,500, Toddler Group £500 and Tadley CAB £1,500.

Seconded by Cllr. Dennett.

**RESOLVED** unanimously.

**7. Other Grants**

**a. To consider and resolve the payment of £3731.00 as SMPC's Library contribution for 2022/2023.**

Proposed by Cllr. Dennett.

Seconded by Cllr. Noonan.

**RESOLVED** with 1 abstention.

**b. To consider and resolve the payment of £1,560 to Mortimer Lunch Club, in addition to the Community Grant, for the Heating and Eating Project.**

Cllr. Morsley confirmed it's the Lunch Clubs aim to budget to provide the hot meal for the winter months for 2 years with the aim to build up other funding for subsequent years.

Cllr. Morsley proposed the resolution.

Seconded by Cllr. Bridgman.

**RESOLVED** unanimously.

**8. Q70 Lucky Ticket Unclaimed Cash Prize**

**To consider possible recipients of the £250.00 unclaimed prize and resolve the beneficiary which must be a local organisation(s).**

Potential recipients were discussed.

Cllr. Dennett proposed the beneficiaries should be the 4 local Scout and Guide groups who had participated in the Q70 parade with each receiving £62.50.

Seconded by Cllr. Bridgman.

**RESOLVED** with 1 abstention.

**9. Fairground CCTV**

To resolve:

- a. The Council looks at installing CCTV on the Fairground.
- b. The Council requests the District Councillors to consider part funding of the CCTV from the WBC Members' Bid scheme.

Minuted above.

**10. The Greening Campaign**

To receive an update and resolve The Greening Campaign:

- a. Attends the Mortimer Emporium on the 20th of November 2022 and provides information and a vegan hotpot taster.
- b. Has its public launch on the 14th of January 2023.

A report was received.

CLlr. Bridgman proposed the resolution.

Seconded by CLlr. Dennett.

**RESOLVED** by majority vote.

**11. Mid-Term Internal Audit**

To receive the mid-term internal audit.

The audit was received.

**12. Windmill Common Boundary**

To receive an update.

Minuted at Part II.

**22/082 Finance****1. Accounts to the 30<sup>th</sup> of September**

To receive and approve the Income and Expenditure Report to the 30<sup>th</sup> of September 2022 and the Balance Sheet as of that date.

**APPROVED** unanimously.

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

To receive and note summary of payments.

Item	Payee Details	Amount	Reference
1.	Salaries (Month 7 – October 2022)	£ 4,258.07	189615560, 414214617, & 706065921
2.	HMRC – PAYE & NI for Month 7	£ 1,201.50	225792625
3.	Reading Scottish Pipe Band – balance due for Platinum Jubilee event	£ 575.00	314188548
4.	Royal British Legion Industries – 2x pairs of Tommies and Women at War silhouettes – inc. VAT [paid by SMPC Card]	£ 700.00	DD
5.	Bitdefender - Antivirus Plus subscription renewal for Clerk and Assistant's laptops	£ 39.99	DD

The payments were received and noted.

**3. Accounts for Payment****To receive and APPROVE items of expenditure:**

Item	Payee Details	Amount	Payment Ref. No.
1.	Tactical Facilities – Cemetery grass and hedge cut, and weed killer October 2022 – inc. VAT	£570.00	
2.	Community Heartbeat Trust – defibrillator signs strips for K6 telephone kiosk	£ 29.00	
3.	Blandy & Blandy – professional charges 29.09-21.10.2022 – inc. VAT	£1,094.40	
4.	Ridge & Partners – Cycleway Phase 1 ecological survey – inc. VAT	£ 4,098.00	
5.	SLCC – Tenders & Contract Management Course for the Clerk – inc. VAT	£ 108.00	
6.	SLCC – Tenders & Contract Management Course for Assistant – inc. VAT	£108.00	
7.	Dads Shop – 2x2 Ply, hardware brackets, grease gun 400g grease, green tie refuse sacks - inc. VAT	£ 29.60	
8.	St Johns Hall – Neighbourhood Plan Consultation – hall bookings 16 <sup>th</sup> , 26 <sup>th</sup> and 27 <sup>th</sup> November 2022	£ 190.00	
9.	D C Sturt – IT support for September 2022	£105.00	
10.	Sunshine Commercial – Fairground (Area D) grounds maintenance October 2022 – inc. VAT	£365.86	
11.	LTA – 2022-2023 Venue Registration [SMPC Card]	£ 120.00	DD
12.	Amazon – Macrocrystalline paste wax – inc. VAT [SMPC Card]	£ 15.99	DD
13.	Google Cloud EMEA – October cloud storage [SMPC Card]	£ 0.34	DD
14.	Lloyds MultiPay Card – monthly fee [SMPC Card]	£ 3.00	DD
15.	SUEZ – Fairground Recycling October 2022 – inc. VAT	£ 83.81	DD
16.	Smart Pensions Ltd – Monthly fee (October 2022) inc. VAT	£ 18.00	DD
17.	Smart Pensions – September 2022 (Month 7)	£ 274.74	DD

Proposed by Cllr. Bridgman.

Seconded Cllr. Morsley.

**RESOLVED** unanimously.**22/083 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 13/10/2022**
- b. **Roads, Footpaths and Commons 20/10/2022**
- c. **Planning 27/10/2022**
- d. **Finance & General Purposes 01/11/2022**

The meetings were noted, and the draft minutes received.

**2. District Councillor Reports**

The report was received.

**3. Correspondence:**

Item	Details
1.	West Berkshire Council (WBC): Invitation to join the West Berkshire Parish Climate Forum on Wednesday 2 November 12.30pm. Circulated to members of the Climate and Environment Working Party.
2.	Berkshire Association of Local Councils: Newsletter. Circulated.
3.	Connecting Communities in Berkshire (CCB): Invitation to attend their Annual General Meeting on Friday the 18 <sup>th</sup> of November 10:00 - 11:00.
4.	CCB: Notification that CCB have received Big Lottery funding for 5 years to support their work with Village Halls and development work in this area.
5.	Basingstoke and Deane Council: Details of the Ashford Hill with Headley Neighbourhood Plan (2011-2029).
6.	Age Uk: Details of funding for West Berkshire residents, to support those in need age 65+. Information has been shared with the Lunch Club.

In addition, the following had been received:

- Resident: Enquiring if there were any plans to install any form of street lighting around the village due to concerns re safety.
- WBC: Inviting all councillors and officers to complete the District Parish Conference survey.

**4. Planning decisions and information from West Berkshire Council.**

**22/01080/FUL: Manns Farm, Nightingale Lane, Mortimer, Reading, West Berkshire RG7 3PS**  
**Conversion of existing farm building and replacement of existing to provide a 'Wellness Centre'.**

**GRANTED** –14 October 2022

**SMPC Comments:** The parish council supports the proposed development under its NDP (Stratfield Mortimer Neighbourhood Plan policy 11.2.4 Use of Farm Buildings) on the assumption that the barn is not listed. The Committee had some concerns whether there were sufficient parking spaces to accommodate the potential full capacity referred to in the Highway Technical Note on page 3. The parish council also noted that the design access and planning statement referred to a consultation with “the parish council (Stratfield Mortimer)” at paragraph 3.1 but the council were not aware of this.

**22/02016/CERTP: Wood View, Sweetzers Piece, Mortimer, Reading, West Berkshire**  
**Part garage conversion into habitable room.**

**LAWFUL** –13 October 2022

**22/02144/PASSHE: Bruncketts, The Street, Mortimer, Reading, RG7 3PE**

**Application to determine if prior approval is required for a proposed: Larger Home Extension - single storey rear extension with Ultraframe 380 replica glazed roof panels. Dimensions 3.50m from rear wall, 3.50m maximum height, 2.25m eaves height.**

**PRIOR APPROVAL NOT REQUIRED** –13 October 2022



**22/01610/HOUSE: Park Cottage, The Street, Mortimer, Reading, West Berkshire RG7 3PE**

**Erection of a single storey rear extension.**

**GRANTED** –21 October 2022

**SMPC Comments:** No objections but the Committee would ask that the case officer verifies the number of parking spaces as this was not shown in the proposal and number of bedrooms not indicated in the plans.

**22/02280/NONMA: Treloar, Loves Wood, Mortimer Common, Reading, West Berkshire RG7 2JX**

**Non material amendment to approved 21/02180/HOUSE - New side extension, adjustments to windows and doors, amendments to existing external materials. Amendment - changes to colour, windows, cladding and render.**

**WITHDRAWN** –24 October 2022

**22/02149/HOUSE: 15 Bilberry Gardens, Mortimer, Reading, West Berkshire, RG7 3WU**

**Single storey rear extension and part garage conversion.**

**GRANTED** –27 October 2022

**SMPC Comments:** No objections.

### **Appeal Decisions from Planning Inspector**

**APP/W0340/W/22/3293964: 72 Windmill Road, Mortimer, Reading, West Berkshire**

**Erection of a single storey rear extension.**

**APPEAL DISMISSED** –3 November 2022

**Inspector's Conclusion:**

- The scheme would fail to provide an appropriate means of access by emergency services, and that it would also cause limited harm to the living conditions at No 24C (King Street).
- The scheme's limited benefits would not outweigh the combined harm that it would cause. It would conflict with the development plan when considered as a whole.

#### **5. Neighbourhood Action Group report.**

The next meeting will be on the 23<sup>rd</sup> of November.

#### **6. Health and Safety.**

A purchase order has been raised for some emergency tree work on Windmill Common.

#### **7. Minor Matters.**

- Cllr. Hill enquired if there were any developments with regards to an outside company to dress the Christmas tree. The Clerk will follow this up.
- Cllr. Carter confirmed Carols will be being held in the garden of the Horse and Groom.
- The Clerk reported the Council had been approached by TiM Friends regarding a contribution to a Christmas Party for local Ukrainian refugees. They have been informed that our Financial Regulations do not allow us to do anything at such short notice.
- Cllr. Morsley confirmed that the MVP had ran a survey to establish the demand for "Warm Spaces". As the response rate was low, no further action is being taken. The Library has been publicised as a "Warm Space" when open.

## **22/084 Communications**

**To identify items for communicating**  
Community Grant awards.

## **22/085 Future Agenda Items**

**To identify future agenda items**  
Grant for the Coronation event.

## **22/086 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 22/079 on the Agenda, due to the confidential nature of the business to be transacted.**

Proposed by Cllr. Bridgman.

Seconded by Cllr. Dennett.

**RESOLVED** unanimously.

## **Part II**

### **22/080 Committee and Working Party/Group Reports**

#### **6. Garth Hall**

Cllr. Dennett reported the legal advice from the Council's solicitor is expected shortly. A letter had been received from the Royal British Legion giving their interpretation of the legal advice and this has been forwarded to the Council's solicitor for comment. A meeting of the Working Party will be called.

### **22/087 Items for Consideration and Resolution**

#### **12. Windmill Common Boundary.**

**To receive an update.**

Cllr. Lewis gave an update and confirmed most points had been conceded by the resident. Another letter has been sent restating the Council's position, particularly with regards to the fence along the northern boundary and requesting a meeting with the aim to finally resolve matters.

## **Close**

The meeting closed at 21:43

Next meeting: January the 12<sup>th</sup> 2023.