



Stratfield Mortimer Parish Council

Minutes of the Parish Council Meeting held on Thursday the 14th of April 2022 @ 7.30pm at Mortimer Methodist Church Hall, West End Road, Mortimer

Present

Councillors:

Cllr. M. Dennett (Chairman), Cllr. S. Beard, Cllr. G. Bridgman, Cllr. N. Carter (left at 8.20pm), Cllr. K. Field (arrived at 7.35pm), Cllr. D. Kilshaw, Cllr. C. Lewis, Cllr. A. Marsden, Cllr. D. Morsley, Cllr. J. Wells.

Asst. to Clerk:

B. O'Reilly

Public/Press:

There were seven members of the public in attendance and two representatives from Sovereign Housing Association.

Part I

21/137 Public Questions (for agenda items only)

Two representatives attended from Sovereign Housing Association; one of whom presented information on the proposed redevelopment of Windmill Court and the other spoke on the rehousing of current residents. They also advised that there was a public consultation on the proposed redevelopment plans open until 4th May. The representatives took questions from councillors who pointed out to the representatives the issues that have arisen due to Sovereign's conflicting advice and poor communications to residents which has caused confusion and anxiety, and the loss of homes for the elderly in the village that will result. Although no planning application for the redevelopment had been submitted to West Berkshire Council yet, Sovereign Housing's intention was to have residents vacated by end of the year. It was noted that Sovereign Housing would be meeting with residents on Tuesday, 19th April, for a meeting and Cllr. Morsley would attend.

Cllr. Fields arrived at 19:35

Further to investigating local interest, an update was received on the Men's Shed initiative for Mortimer and Burghfield. This initiative would allow community members to make friends, learn and share skills. As Mortimer was the preferred location in the area, they are looking to identify a

potential venue and to receive support from the parish council. The Chairman advised they contact the parish council office with their ideas.

21/138 To receive any apologies for absence

Apologies were received from Cllr. S. Hill, Cllr. M. Lock and Cllr. A. Noonan.

21/139 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.

Cllrs. G. Bridgman and D. Kilshaw expressed their interest, via membership of Mortimer Music Live, in item 21/144 2c Queen's Platinum 70th Jubilee and would not take part in discussion.

21/140 Minutes of Last Meeting

To resolve to APPROVE the Minutes of the Meeting of the Parish Council of the 10th of March 2022.

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

Cllr. Dennett proposed that agenda item **21/144 3 Windmill Court** be moved forward on the agenda.

Seconded Cllr. Morsley.

RESOLVED Unanimously.

21/144 Items for Consideration and Resolution

3. Windmill Court

To consider the current situation regarding the proposed plans and resolve to appoint council representatives to liaise with the residents.

Further to an update from Cllr. Morsley regarding reference to covenants seen on the land registry documents received by the parish council office, Cllr. Dennett proposed to amend the motion to read "To consider the current situation regarding the proposed plans and resolve to appoint council representatives to liaise with the residents and agree a group of councillors to review and discuss the covenants with West Berkshire Council."

Seconded by Cllr. Wells.

RESOLVED with one abstention

Cllr. Morsley advised that from information received from West Berkshire Council, as part of the covenants, there were probably at least eight legal documents relating to the original sale of Windmill Court that would need to be reviewed. Cllr. Dennett proposed that Cllr. Mosley, Cllr. Dennett, Cllr. Lewis and Cllr. Field review the legal documents and liaise with WBC.

Seconded by Cllr. Morsley

RESOLVED with one abstention.

It was noted that Stratfield Mortimer Parish Council does not have the power to stop the development proposal, but can make relevant objections to a planning application when submitted. In the meantime, the parish council can look at the social aspect of the proposals, and assist with residents' queries and in research.

As Cllrs. Morsley and Hill were already liaising with residents, it was proposed they continue with assistance from Cllr. Marsden.

Cllr. N. Carter left the meeting.

Cllr. Morsley reported that Cllr. Hill was concerned Sovereign Housing would sell off land at Windmill Court or the land be subject to a compulsory purchase. Cllr. Bridgman advised that West Berkshire Council did not foresee this.

21/141 Clerk's Report

To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 10th of February and other updates.

1. Casual Vacancies: Further to the resignation of Cllr. Dudley Ives, a Notice of Vacancy has been published. The deadline for the making a request for an election is 24:00, Monday the 12th of April. The resignation of Cllr. Tom Palmer has also been received and the Notice of Vacancy will be published accordingly. If no elections are called, the aim will be to fill both vacancies at the Full Council meeting in June.
2. Freedom of Information Request (FOI): This is being dealt with as per the requirements of the Freedom of Information Act
3. Review of Polices: The review of Standing Orders, Financial Regulations and Persistent Complainants Procedure has been started.
4. Review of Risk Tracker: To be arranged.
5. The Street debris: this was reported to West Berkshire Council and an update is awaited.
6. Hedge Maintenance: further to a request from SMPC – one via the Hedge Maintenance contact card - two residents have undertaken hedge maintenance.
7. Service Charges: the agreed service charges for the new Financial Year were implemented as of the 1st of April.
8. Transfer of Funds: a transfer of £10,000 from The Public Sector Deposit Fund to the Council's Unity Trust Bank is being arranged under delegated authority. This is to assist with covering April's invoices, the total of which is higher than usual. A further transfer of £50,000 is to be agreed to cover May's payroll, predicted supplier costs and the potential additional costs of the Queen's 70th Jubilee commemorations. The 1st instalment of the precept is expected late May.

The report was received.

21/142 Items to be taken into private session

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

None.

21/143 Committee and Working Party/Group Reports

1. Planning Committee.

The late display of orange site notices is ongoing and Cllr. Morsley will continue to consult with West Berkshire Council on the issue.

2. Roads, Footpaths and Commons

Report ref. 21/143 2 was received. The SID will now require volunteers for testing the equipment.

3. Climate and Environment Working Party.

Cllr. Marsden advised the Greening Campaign will begin in June 2022.

4. **Communications Working Party.**

Report ref. 21/143 4 was received. Cllr. Beard reported that dates were incorrect in the spring newsletter relating to the Queen's Jubilee weekend and corrections will be required to be made on social media. The Chairman and Clerk can agree to proceed with a Jubilee leaflet for distribution.

5. **Mortimer to Burghfield Cycleway and Footpath.**

The topographical survey is now completed and will feed into the next steps of the project.

6. **The Strategy Working Party.**

Nothing to report.

7. **The Street Footway Widening Working Party.**

There has been no further engagement from West Berkshire Council and Cllr. Bridgman will follow up with Jon Winstanley.

21/144 Items for Consideration and Resolution

1. **Neighbourhood Plan**

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

Report ref. 21-144 1a was received.

2. **Queen's Platinum 70th Jubilee**

a. **To RECEIVE a written report and budgetary status from the Queen's Platinum 70th Jubilee working party.**

The Working Party minutes from 4th April 2022 were circulated with the meeting papers. Cllr. Beard gave a verbal update, and the following was noted:

- The working party would now meet on a fortnightly basis in the run up to the event.
- It was currently estimated that income could be £6,500 below breaking even depending on numbers attending.
- Attendance of the RAF had been signed off.
- Mortimer Village Partnership reported issues with signing up market stalls as vendors asking for more information on timings and activities during the day. This information should be circulated shortly.
- Risk assessments would be forthcoming in next two weeks.
- Need for councillors to assist with volunteering on the day and selling (raffle?) tickets.

b. **To RECEIVE a report on decisions taken under delegated powers.**

Report ref. 21-144 2b was received.

c. **To resolve the payment of £5,000 to Mortimer Music Live for costs for the Saturday commemorations of the Queen's 70th Jubilee.**

Cllr. Dennett proposed the payment of £5,000 to Mortimer Music Live.

Seconded by Cllr. Field.

RESOLVED with two abstentions **by Cllrs. Bridgman and Kilshaw.***

**The amendment was resolved at the meeting of the Council on the 12th of May 2022.*

3. **Windmill Court**

To consider the current situation regarding the proposed plans and resolve to appoint council representatives to liaise with the residents.

Minuted above.

4. Members' Bid

To receive the information on the next round of Members' Bids' and consider suitable projects for consideration by the Ward Councillors.

No projects were put forward for consideration.

Cllr. Dennett advised the deadline for proposals would be at the next Full Council meeting on 12th May.

5. Ukrainian Refugees

To receive an update and consider whether SMPC should take any further actions.

As there was nothing Stratfield Mortimer Parish Council could do at present, the Chairman suggested once the Ukrainian refugees have arrived, the parish council could facilitate some services to assist the refugees with settling into Mortimer.

6. The Public Sector Deposit Fund

a. To resolve the transfer of £50,000 from the Public Sector Deposit Fund to the Unity Trust bank account.

Cllr. Dennet advised that the £10,000 transfer mentioned in the Clerks Report at 21/141 8 had been completed under delegated authority.

Cllr. Dennett proposed the transfer of £50,000 from the Public Sector Deposit Fund to the Unity Trust bank account.

Seconded by Cllr. Morsley.

RESOLVED unanimously.

b. To resolve the number of signatories and the signatories for The Public Sector Deposit Fund.

In order to update the old signatories on The Public Sector Deposit Fund account, Cllr. Dennet proposed that names be changed to those currently on the Finance and General Purposes Committee: Cllr. M. Dennett; Cllr. D. Morsley, Cllr. G. Bridgman, Cllr. N. Carter, Cllr. S. Hill, Cllr. D. Kilshaw, and Cllr. C. Lewis.

Seconded by Cllr. Morsley.

RESOLVED unanimously.

7. Ordinary Meeting Schedule

To receive and resolve the schedule of ordinary meetings for the Council year 2022/2023

The schedule of ordinary meetings for the Council year 2022/2023 was received.

Proposed by Cllr. Dennett.

Second by Cllr. Field.

RESOVED unanimously.

21/145 Finance

1. Accounts to the 28th of February 2022

To receive and APPROVE the Income and Expenditure Report to the 28th of February 2022 and the Balance Sheet as of that date.

The financial reports ref. 21-145 1.0, 1.1 and 1.2 were received.

Proposed by Cllr. Dennett.

Seconded by Cllr. Morsley.

APPROVED unanimously.

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

To receive and note summary of payments:

Item	Payee Details	Amount
1.	Salaries (Month 12* – March 2022) including pension	£ 6,165.51
2.	HMRC – PAYE & NI for Month 12*	£ 2,197.65
3.	Greening Campaign CIC – Greening campaign Phase 1	£ 25.00

**includes pay scale adjustments as approved by Finance and General Purposes Committee on 1st March 2022*

The payments were received and noted.

Proposed by Cllr. Dennett.

Seconded by Cllr. Field.

APPROVED unanimously.

3. Accounts for Payment

To receive and APPROVE items of expenditure:

Item	Payee Details	Amount
1.	C&D – grass cuts on Fairground and at cemetery (March 2022) – inc. VAT	£ 564.00
2.	Vita Play – supply and installation for playground remedials – inc. VAT	£ 1,406.42
3.	David Sturt – SMPC & NP IT Support March 2022	£ 101.00
4.	Sarum Hardwood Structures – manufacture and installation of timber bridge in cemetery – inc. VAT	£ 17,334.00
5.	Oakey Tree Services – remedial tree work on T567 – inc. VAT	£ 1,080.00
6.	Oakey Tree Services – remedial tree works on Fairground – inc. VAT	£ 2,388.00
7.	SLCC – Training seminar (May 2022) Clerk attending – inc. VAT	£ 102.00
8.	Institute of Cemetery & Crematorium Management – annual subscription 2022/2023	£ 95.00
9.	Ridge & Partners – commissioning/co-ordinating surveys – inc. VAT	£ 1,188.00
10.	Dads Shop – refuse bags – inc. VAT	£ 10.19
11.	West Berkshire Council – annual re-charge for grounds maintenance 2021-22 – inc. VAT	£ 448.04
12.	West Berkshire Council – rent re West End Car Park	£ 10.00
13.	West Berkshire Council – rent re Mortimer Library	£ 812.50
14.	West Berkshire Council – contribution towards Willink Leisure Centre	£ 11,725.10
15.	i-Next Ltd – build NP website based on current SMPC website requirements – inc. VAT	£ 900.00
16.	i-Next Ltd – GDS Update (Q1 2022) on SMPC website – inc. VAT	£ 300.00
17.	Ridge & Partners – Topographical survey – inc. VAT	£ 5,700.00
18.	Microsoft – 15x renewal Office 365 licences for Parish Office [SMPC Card]	£ 810.00
19.	HM Land Registry – register & title plan view	£ 6.00
20.	Amazon – bunting for Jubilee event – inc. VAT [SMPC Card]	£ 208.83

21.	Google Cloud EMEA – March cloud storage [SMPC Card]	£ 0.25
22.	Lloyds MultiPay Card – monthly fee (March 2022) [SMPC Card]	£ 3.00
23.	SSE – 799350431: Plot 1 Fairground Opp Horse; Dec-March 2022 – inc. VAT [DD]	£ 20.72
24.	SSE – 753287231: The Fairground, Carpark; Dec-March 2022 – inc. VAT [DD]	£20.72
25.	SSE – 705470431: Plot 2 Fairground Opp Horse; Dec-March 2022 – inc. VAT [DD]	£ 58.14
26.	SUEZ – Fairground Recycling March 2022 – inc. VAT [DD]	£ 83.81
27.	Smart Pensions Ltd – Monthly fee (March 2022) [DD]	£ 18.00
28.	EE – mobile phone plan charges – inc. VAT [DD]	£ 24.00
29.	BT – quarterly charges (March-May 2022) – inc. VAT [DD]	£ 213.96

Proposed by Cllr. Dennett.

Seconded by Cllr. Morsley.

RESOLVED unanimously.

21/146 Items for information only

1. To note the meetings that have taken place of the following committees:

a. Fairground and Cemetery – 29/03/2022

The meeting was noted. Cllr. Morsley stated that meeting had agreed to approach Ridge & Co to see if they have experience of cemetery design.

b. Planning – 31/03/2022

The meeting was noted

2. District Councillor Reports

Dist. Cllr. Bridgman's report ref. 21-146 2. was received.

3. Correspondence

Item	Details
1.	West Berkshire Council (WBC): Information re the Berkshire Digital Infrastructure Group - Digital Survey – email circulated.
2.	WBC: Information regarding the SEN Resilient Communities Fund – email circulated.
3.	Resident: Enquiring about the Parishes current position on the provision of electric car charging points in village public car park.
4.	Resident: Expressing concern and the continuing need to restrict parking on the pavement outside Mortimer Café.
5.	WBC: Introductory email from their Rights Of Way Officer (Capital Projects) – email circulated.
6.	WBC: Information regarding the Separate Food Waste Collections Service survey.
7.	WBC: Email from the Consultation and Engagement Officer requesting photographs of the local area for use incorporate backgrounds and social media – email circulated.
8.	Dist. Cllr Bridgman: Information regarding the Bloomfield Hatch Solar Farm community engagement – email circulated.

The correspondence was received.

4. Planning decisions and information from West Berkshire Council

21/03091/REG4: Mortimer St Mary's C.E. Junior School, The Street, Mortimer, Reading
Wooden, timber framed outdoor classroom in the school grounds, with open sides. The roof will be clad with ply membrane and shingles. The open central area will be 5m diameter. The total size will be 64m2.

CANNOT BE DETERMINED – 9 March 2022

SMPC Comments: No objections.

21/03173/NONMAT: Old Fire Station, The Street, Mortimer, Reading, RG7 3PB

Application for a non-material amendment following a grant of planning permission 16/00466/FULD Section 73: Removal of Condition 3- Code for Sustainable Homes of approved application 13/00507/XFULD Demolition of 'Old Fire Station' and erection of new 3 bed dwelling. Amendments: Addition of window to side elevation. Amendment to floor plan to increase projection of side element of the house by 300mm to be consistent with original elevations.

APPROVED – 14 March 2022

21/02455/FUL & 21/02456/ADV: 9-15 Victoria Road, Mortimer Common, Reading

Installation of plant, replacement close boarded fencing, MOE door, ventilation louvres and 3 no. internally illuminated fascia signs, 2 no. lettered non-illuminated fascia signs, 1 no. non-illuminated projecting sign, 1 no. non-illuminated service menu fascia sign, 4 no. banner frames and 3 no. non-illuminated information signs.

GRANTED– 11 March 2022

SMPC Comments: The two applications were considered together. The committee had no objections to the changes and to the advertising signs. The committee does not have the technical expertise to judge whether the noise levels from the new air conditioning and refrigeration units will have any negative effects on nearby properties particularly those in Badgers Croft.

22/00455/COND6: Land South of Tower Gardens, The Street, Mortimer Common, Reading

Application for approval of details reserved by condition 11 (Emergency Water Supplies) of approved 19/00981/OUTMAJ - Section 73: Variation of condition 6-approved plans of approved application 17/03004/OUTMAJ: This outline application comprises two parts: Part a) The erection of 110 dwellings including affordable housing, public open space and associated landscaping with all matters reserved other than access and layout; Part b) The erection of a 3FE Infant School and 900sq m GP surgery (Use Class D1) with shared parking area with all matters reserved other than access.

GRANTED – 21 March 2022

22/00229/HOUSE: 30 St Johns Road, Mortimer Common, Reading, RG7 3TR

Demolition of the existing conservatory, proposed ground floor rear / side extension to provide a larger kitchen and living areas, as well as a first-floor side extension providing a larger master bedroom.

GRANTED – 31 March 2022

SMPC Comments: The Committee noted no orange notice had been displayed at the site and no copies of the plans/drawings of the proposed development were available to the public

from West Berkshire Council's planning portal at the time of this meeting. As this could be seen as an overdevelopment on the site, the Committee was concerned that neighbours would not be aware of the proposal and not able to indicate their concerns to the Parish Council or directly to West Berkshire Council.

22/00366/HOUSE: 23A Stephens Close, Mortimer Common, Reading, RG7 3TX

Alterations to Existing Roof to create more first floor living space. Alteration to porch and flat roof addition to ground.

GRANTED – 5 April 2022

SMPC Comments: No objections.

21/01684/FULD: 33 St Johns Road, Mortimer Common, Reading, RG7 3TR

2 bedroom domestic dwelling following demolition of existing garage.

CANNOT BE DETERMINED – 28 March 2022 (*WBC comment: after several attempts at amendments, the plans submitted did not scale correctly.*)

SMPC Comments: The Committee objects to this proposed development of the site for the following reasons:

- Lack of amenity space (Stratfield Mortimer NDP Policy 9.2.1 GD1) and the development is totally uncharacteristic of the area.
- Overdevelopment of the small plot.
- Parking spaces indicated on plan seem very difficult to use and stay within, with no tolerance or turning space provided. There is only access to the Summerlug bridleway in one direction which combined with the lack of width to turn would result in cars needing to either reverse in from St John's Rd or reverse out.
- The bin and cycle storage abut directly by one of the parking spaces and does not appear large enough.
- Maintenance access to property will be difficult.
- Materials delivery and construction parking will be a major problem.

22/00455/CON6: Land South of Tower Gardens, The Street, Mortimer Common, Reading

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APPROVED – 21 March 2022

22/00800/CERTP: 31 The Avenue Mortimer Common Reading West Berkshire

Loft conversion and new stairs.

LAWFUL – 6 April 2022

**TPO 201/21/1046 - Land at Hasenbach, The Bevers, Mortimer Common, Reading RG7 3SP
T1 Pine.**

CONFIRMED – 25 March 2022

The planning decisions were received.

Cllr. Bridgman reported that consideration of the application for the Energy Recovery Centre Incinerator – not in the parish of Stratfield Mortimer - has been further extended to June 2022.

5. Neighbourhood Action Group Report

Report ref. 21/146 5. was received.

6. Health and Safety

Nothing to report.

7. Minor Matters

Nothing to report.

21/147 Communications

To identify items for communicating

- Correct dates for the Jubilee event on social media and leaflet.
- Advise Windmill Court residents of their point of contact at the parish council.

21/148 Future Agenda Items

To identify future agenda items

None.

21/149 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 21/142 on the Agenda, due to the confidential nature of the business to be transacted.

Not required.

Close

The meeting closed at 21:15
Next meeting – 12th May 2022.