



Stratfield Mortimer Parish Council

Minutes of the Fairground and Cemetery Committee held at Mortimer Methodist Church Hall on Thursday the 19th of January 2023 at 7.30pm.

DRAFT MINUTES SUBJECT TO APPROVAL

Present:

Councillors:

Cllr. S. Hill (Chairman), Cllr. D. Butler, Cllr. K. Field, Cllr. H. Geary, Cllr. M. Lock (arrived at 19:52), Cllr. D. Morsley, Cllr. A. Noonan.

Officers:

Mrs. L Hannawin, Clerk.

Public/Press:

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

Part I

22/023 Public Questions (for agenda items only)

None.

22/024 To receive any apologies for absence

Apologies were received from Cllrs. M. Dennett, A. Marsden and M. Shaw.

22/025 To receive any declarations of interest

None.

22/026 Minutes of Last Meeting

To resolve to APPROVE the Minutes of the Minutes of the Fairground and Cemetery Meeting of the 4th of October 2022.

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

22/027 Update from Previous Committee Meeting(s)

To receive an update outlining actions taken following the meeting held on the 4th of October 2022, and other updates.

Cllr. Hill reported on the following:

- Fitness equipment signs: these have been ordered.
- Christmas tree: Cllr. Hill thanked all those involved with the installation and dismantling of the tree.
- Fairground holly and gorse: The Custodian has cut back and levelled the holly and gorse close to Badgers Croft. The manager of Badgers Croft has been made aware of the work undertaken.
- Swing Dome seat: Vita Play were contacted regarding the size of the new seat. The one installed has a diameter of 1.2m and is the widest they do.

22/028 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 22/029 2. Cemetery Extension – Retaining Wall and Footpath and 22029 4. Tree Survey, be taken with the public excluded.

Seconded by Cllr. Geary.

RESOLVED unanimously.

22/029 Items for Consideration and Resolution

1. Cemetery Extension – Boundary Fence and Hedge

To receive an update and agree further actions to be taken.

Cllr. Hill and the Custodian will be cutting back and levelling the hedge along the western boundary and shall be undertaking the fence repairs in the same area. It was agreed, as part of the cemetery design and landscaping, to look at installing a memorial wall along the southern boundary. Due to two existing oaks near Foudry brook, some fencing may still be required.

2. Cemetery Extension – Retaining Wall and Footpath

To consider the quotes received and resolve the selection of the contractor and budget for undertaking the work.

Minuted at Part II.

3. Cemetery Extension - Landscaping

To consider ideas and proposals and agree further action to be taken.

It was agreed to seek initial proposals and quotes from the potential landscapers, and for Cllrs. Butler and Noonan and the Clerk to meet with them on site as required. The initial brief for the plan will include: the need to maximise plots and minimise paths; a retaining wall on the cemetery extension side of the bridge; an area for benches; a memorial wall on the southern boundary. From Part II, the landscapers, will also be asked to include a quote for the retaining wall and footpath needed in the existing cemetery, leading to the bridge. This will be against the previously agreed specification.

4. Tree Survey

To consider the quotes received and resolve the selection of the contractor and budget for undertaking the work.

Minuted at Part II

5. Fairground Footpath

To receive an update and agree further actions to be taken.

The Fairground Footpath and Utility square were discussed together. It was agreed that they should be undertaken as one project and once the specification for the footpath has been agreed, the contractors would be asked to quote for this, in addition to quotes already provided for the Utility Square. Issues regarding the Utility Square electrics still need to be resolved. It was confirmed that planning permission will be required for the footpath if it crosses Highways land. Cllrs. Butler and Hill look at potential routes for the path to see if Highway's land can be avoided.

6. Utility Square

To receive an update and agree further actions to be taken.

Minuted above.

Cllr. Lock arrived at 19:52.

7. Conservation Area

To resolve to buy 12 fruit trees and agree associated budget.

The type of tree was discussed, and it was suggested they should consist of a mixture of apples and plums of semi-dwarf stock. For pollinating purposes, any trees will need to be self-sufficient. Suggestions of trees should be forwarded to Cllr. Morsley who will consider appropriate stock.

Cllr. Hill proposed a budget of £600 to purchase 12 trees and sundry items.

Seconded by Cllr. Morsley.

RESOLVED unanimously.

8. Information Boards

To receive an update and agree further actions to be taken.

Cllr. Hill will liaise with the Office regarding progress made to date. He will send photographs of the previous boards to Committee members.

9. Fairground Electricity Boxes

a. To review the decision taken to decommission electricity box Plot 1 Fairground, Meter S12R28114 and agree further actions required and associated budget.

As the box was used at the Queen's Platinum Jubilee event, it was agreed to postpone reviewing the decision to decommission it until after the Coronation event.

b. To consider the work required for electricity box Plot 2 Fairground, Meter S12R28063 and agree further actions required and associated budget.

It was agreed to seek quotes for bringing the box further down the pole and to establish the maximum height the box can be at in order that a smart meter can be fitted.

22/030 Items for information only

- Lining the ponds to retain water: This could be done by either buying a liner or using dry clay. Due to the size of the liner required, the former method would be very expensive and the latter would probably not be feasible due to the process involved and the presence, in the ponds, of Great Crested Newts.
- Pond separators: These are required to prevent pollutants draining into the ponds from the road. West Berkshire Council (WBC) have previously been contacted

regarding this, but no resolution has been forthcoming. Cllr. Butler will provide the Clerk with information to follow up with WBC.

- Playground maintenance: Cllr. Hill and the Clerk will arrange to meet with Vita Play to review the recent Maintenance Report.
- Tennis court cleaning: This is undertaken annually and the current three year contract will shortly need to be reviewed.
- Next meeting: Due to the local council elections, no further meeting is currently scheduled. If necessary, an extraordinary meeting will be called in April.

22/031 Communications

To identify items for communicating.

None.

22/032 Future Agenda Items

To identify future agenda items

- Utility Square and Fairground Footpath.
- Information boards.
- Tree survey work.

22/033 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 22/028 on the Agenda, due to the confidential nature of the information being discussed.

Proposed by Cllr. Hill.

Seconded by Cllr. Morsley.

RESOLVED unanimously.

Part II

22/029 Items for Consideration and Resolution

2. Cemetery Extension – Retaining Wall and Footpath

To consider the quotes received and resolve the selection of the contractor and budget for undertaking the work.

Two companies had declined to quote and, on the remaining information provided, the Committee felt it was not possible to make a decision. It was agreed the potential landscapers would be asked to quote for undertaking this work as part of the design and landscaping of the whole cemetery extension.

4. Tree Survey

To consider the quotes received and resolve the selection of the contractor and budget for undertaking the work.

The quotes were considered.

Cllr. Morsley proposed the tree survey should be undertaken by Sapling Arboriculture Ltd at a cost of £951.05 + VAT.

Seconded by Cllr. Hill.

RESOLVED unanimously.

Close

The meeting closed at 20:49

Date of next meeting: To be confirmed.

DRAFT MINUTES SUBJECT TO APPROVAL