



## Stratfield Mortimer Parish Council

### **Minutes of the Meeting of the Parish Council held on Thursday the 9th of February 2023 @ 7.30pm at Mortimer Methodist Church Hall, West End Road, Mortimer**

#### **Present:**

#### **Councillors:**

Cllr. M. Dennett (Chairman), Cllr. G. Bridgman, Cllr. D. Butler, Cllr. N. Carter, Cllr. K. Field, Cllr. H. Geary, Cllr. S. Hill, Cllr. D. Kilshaw, Cllr. M. Lock, Cllr. A. Marsden, Cllr. D. Morsley, Cllr. A. Noonan, Cllr. M. Shaw.

#### **Clerk:**

Mrs. L. Hannawin.

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

Four members of the public were in attendance along with Dist. Cllr. G. Mayes. There were no members of the press present.

#### **Part I**

#### **22/111 Public Questions (for agenda items only)**

Dist. Cllr. Mayes advised that flooding at the bottom of The Street has receded. The two trees in the location have now been pollarded enabling the issue to be assessed.

#### **22/112 To receive any apologies for absence**

Apologies were received from Cllr. C. Lewis and Cllr. J. Wells.

#### **22/113 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.**

None.

## 22/114 Minutes of Last Meeting

**To resolve to approve the Minutes of the meeting of the Parish Council of the 12<sup>th</sup> of January 2023.**

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

## 22/115 Clerk's Report

**To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 12<sup>th</sup> of January and other updates.**

1. **Precept:** The precept request and a copy of SMPC's Summary 2023/2024 budget, which supports the precept submission, was submitted to West Berkshire Council (WBC) on the 17<sup>th</sup> of January.
2. **Community Grant:** The next round has been promoted and applications have been received. The closing date is the 13<sup>th</sup> of February.
3. **Coronation Event:** The grant of £10,000 has been paid to the Mortimer Village Partnership.
4. **Internal Audit:** This has been booked for the 18<sup>th</sup> of May.
5. **Brewery Common:** A meeting with WBC confirmed the role they play in the management of the Common. Under the Brewery Common Scheme, WBC are responsible for the grounds maintenance, which consists of regularly cutting the accessible grass areas and maintaining the ditches, and reviewing and undertaking any tree work. They are currently undertaking a review of the trees in relation to the tree survey commissioned by SMPC in 2019 and will be undertaking any work deemed to be a high priority necessary. An update will be issued to SMPC. Due to budget demands, WBC may request financial support from SMPC for future work.

In addition, the Clerk reported WBC had now provided an update on the Brewery Common tree works. On completion of an ecological survey, works identified as being of a high and moderate priority will be undertaken later this year. The cost of the work is £15,454 and WBC are asking for a contribution from SMPC. This will be considered at March's meeting.

The report was received.

## 22/116 Items to be taken into private session

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

Not needed.

# Cllr. Dennett stated that agenda item 22/118 1. Neighbourhood Plan shall be taken next.

## 22/118 Items for Consideration and Resolution

### 1. Neighbourhood Plan (NP)

- a. **To receive and endorse a written report from the Neighbourhood Plan Steering Group.**  
The report was received and endorsed.
- b. **To approve a budget of £400.00 (5 hours) for Bluestone to advise on the TA Fisher application for Outline Planning Permission for both options for the Reserved Land, keeping within the framework of the current Neighbourhood Development Plan.**

Mr. D. Overett, representing the Neighbourhood Plan Steering Group, presented a report and confirmed the reasoning for the need for Outline Planning Permission for both options

for the Reserved Land. It was confirmed 1) TA Fisher are interested in taking this course of action 2) from the recent consultation, both options were well received by the public.

Cllr. Dennett proposed the approval of the budget of £400.00.

Seconded by Cllr. Morsley.

**RESOLVED** with 1 abstention.

**c. To consider and resolve that SMPC writes to TA Fisher to endorse the proposals for the Reserved Land.**

Mr. Overett reported that WBC have advised it is necessary to demonstrate community and stakeholder support for the proposals to show they are not developer driven.

Cllr. Morsley proposed the resolution as above.

Seconded by Cllr. Geary.

**RESOLVED** with 1 abstention.

**d. To consider the possibility of SMPC being a joint applicant with TA Fisher for the Outline Planning permission for the Reserved Land.**

This was considered. On further discussion it was agreed that SMPC should remain as an independent supporter.

## **22/117 Committee and Working Party/Group Reports**

### **1. Fairground and Cemetery**

To support the Incredible Edible Mortimer initiative, thirteen fruit trees have been ordered to be planted in the conservation area. The Clerk and Cllrs. Butler and Noonan are progressing the cemetery extension work. The Fairground utility square and footpath work will be undertaken as one project.

### **2. Roads, Footpaths and Commons**

The current focus is the deployment of the Automatic Speed Watch Camera (ASWC). A programme is being formulated with data from the Speed Indicator Device (SID) being used to inform the best locations for the ASWC. More volunteers are needed.

### **3. Planning**

All recent decisions have been in accordance with SMPC's recommendations. The Committee is working on a response to WBC's Local Plan Review 2022 – 2039. The Station Car Park Working Party is looking at the cost of getting the conditions of planning fulfilled so that building work can start.

### **4. Communication Working Party**

The newsletter is about to be printed. Bundled copies will need to be with the Mortimer Village Partnership (MVP) by the 24<sup>th</sup> of February for delivery. Cllr. Carter will issue an email re volunteers.

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

The engineer continues to work on the design taking into account comments from WBC regarding drainage and other issues.

### **6. Strategy Working Party**

Permission for CCTV on the Fairground has been granted by the Fairground Trustees. Planning permission is needed due to the height of the cameras. Cllr. Bridgman will seek an extension of time for the Members' Bid if needed.

### **7. The Street Footway Party**

No further update.

## 22/118 Items for Consideration and Resolution

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- c. To consider and resolve that SMPC writes to TA Fisher to endorse the proposals for the Reserved Land.
- d. To consider the possibility of SMPC being a joint applicant with TA Fisher for the Outline Planning permission for the Reserved Land.

Minuted above.

### 2. Mortimer Greening Campaign (MGC)

To receive an update and resolve:

- a. The MGC continues under the Mortimer Greening Campaign Group (MGCG), independently of SMPC but with the Council's continued support.
- b. A grant of £500 is made from the Climate and Environment Earmarked Reserve to MGCG for the running costs of Phases 2 and 3 of the Campaign

Cllr. Marsden gave an update on Phase 1 and confirmed over 20% of households had taken part. The plans for undertaking thermal images of dwellings were discussed and details of Phase 2 were provided.

Cllr. Morsley proposed part b. of the resolution is changed to "A grant of £500 is made from the Climate and Environment Earmarked Reserve to MGCG for the running costs of *Phase 2 of the Campaign*".

Seconded by Cllr. Bridgman.

**RESOLVED** unanimously.

Cllr. Morsley proposed the amended resolution.

Seconded by Cllr. Bridgman.

**RESOLVED** unanimously.

### 3. Annual Parish Meeting

- a. To resolve the meeting shall take place on the 24th of April 2023.

Proposed by Cllr. Dennett

Seconded by Cllr. Morsley.

**RESOLVED** unanimously.

- b. To consider ideas for and resolve the theme of the meeting.

It was agreed that Greening would be the theme of the meeting and a relevant speaker would be invited to attend.

### 4. Memorial Tree

**To resolve to take up the offer of the tree and plaque in memory of PC Harper and agree a location.**

Cllr. Dennett confirmed that a member of the public has offered a crabapple tree and a plaque and is willing to look after the tree for the first year. The location will be agreed with Cllr. Hill.

Cllr. Dennett proposed the resolution.

Seconded by Cllr. Morsley.

**RESOLVED** unanimously.

**5. Garth Hall**

**To receive an update from the Garth Hall Working Party and consider further actions.**

Cllr. Dennett confirmed SMPC's solicitor's letter had been sent to the Royal British Legion (RBL). The RBL have acknowledged its receipt and are seeking further legal advice.

**6. Windmill Common Boundary**

**To receive an update and consider further actions.**

The Clerk confirmed the proposed agreement regarding the boundary had been hand delivered to the householder but no response had been received to date.

**22/119 Finance****1. Accounts to the 31<sup>st</sup> of December 2022**

**To receive and approve the Income and Expenditure Report to the 31<sup>st</sup> of December 2022 and the Balance Sheet as of that date.**

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 made in February 2023.**

Item	Payee Details	Amount	Reference
1.	Salaries (Month 10 – January 2023) <i>includes backpay from agreed pay rises</i>	£ 6,833.05	105421167 347394737 825927523
2.	HMRC – PAYE & NI for Month 10	£ 2,435.84	559151013
3.	David Sturt – IT support and maintenance December 2022	£ 105.00	579107001
4.	Tactical Facilities – final Pill Box grass cut November 2022 – inc. VAT	£ 36.00	586678654
5.	Tactical Facilities – security services at Mortimer Jubilee event in 2022 – inc. VAT	£ 3,465.00	116992622

The payments were received and noted.

**3. Accounts for Payment**

**To receive and approve items of expenditure:**

Item	Payee Details	Amount	Reference
1.	Sunshine Commercial Services – Fairground Area D maintenance December 2022 – inc. VAT	£ 365.86	
2.	Oliver Signs – 2000x single fold A5 leaflet – Greening Campaign – inc. VAT	£ 234.14	
3.	Oliver Signs – A1 Poster – Greening Campaign – inc. VAT	£ 47.95	
4.	N. Carter – Councillor expense claim for winding up Mortimer Community Fibre through Companies House	£ 8.00	
5.	A. Marsden – Councillor expense claim for 2x A1 Correx boards	£ 48.00	
6.	J. Wells – Councillor expense claim for ink cartridges	£ 26.69	

7.	Blandy & Blandy – professional charges 29.09-21.10.2022 – inc. VAT	£ 478.80	
8.	Ridge & Partners – Parish council projects – arboricultural/ecological surveys, attending client meetings with WBC, progressing preliminary design – inc. VAT	£ 5,400.00	
9.	Ridge & Partners – Parish council projects - scaled tree constraint plan, design review no.2, arboricultural impact statement and tree protection plan – inc. VAT	£ 4,170.00	
10.	Mortimer Methodist Church - Hall hire for Greening launch 14 January 2023	£ 100.00	
11.	CIA Fire & Security – annual renewal of tennis gate access system – inc. VAT	£ 801.60	
12.	D C Sturt – IT support and maintenance January 2023	£ 105.00	
13.	Wellers Hedleys – professional legal advice Garth Hall – inc. VAT	£ 720.00	
14.	VitaPlay – play area inspection January 2023 – inc. VAT	£ 117.60	
15.	Amazon – LaserJet Inkjet Cartridges (black, magenta, cyan, yellow) for HP M277	£ 344.07	DD
16.	GOV.UK – fee for title plan search [SMPC Card]	£ 3.00	DD
17.	Google Cloud EMEA – December cloud storage [SMPC Card]	£ 0.27	DD
18.	Lloyds MultiPay Card – monthly fee [SMPC Card]	£ 3.00	DD
19.	SSE – The Fairground car park – amended electricity charge to 12 January 2023 – inc. 5% VAT	£ 95.38	DD
20.	SSE – Plot 1 Fairground – amended charge to 20 December 2022 – inc. 5% VAT	£ 38.33	DD
21.	Smart Pension – January 2023 (Month 10)	£ 479.84	DD
22.	Smart Pension - Monthly fee (January 2023) inc. VAT	£ 18.00	DD
23.	SUEZ – Fairground waste collection January 2023 – inc. VAT	£ 98.35	DD

Proposed by Cllr. Dennett.

Seconded Cllr. Morsley.

**RESOLVED** with 1 abstention.

## 22/120 Items for information only

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

#### a. Fairground and Cemetery 19/01/2023

#### b. Roads, Footpaths and Commons 02/02/2023

The meetings were noted, and the draft minutes for Fairground and Cemetery received. The draft minutes for Roads, Footpaths and Commons will be available shortly.

### 2. District Councillor Reports

Cllr. Bridgman reported that the WBC Executive Committee had agreed for the budget papers to go forward to Council. A 4.9% increase is proposed.

The report was received.

**3. Correspondence:**

Item	Details
1.	West Berkshire Council (WBC): Details of the Local Plan Review - Reg 19 Consultation – circulated.
2.	WBC: Town & Parish Council Chairmen's Invitation to the Knowledge Event
3.	Hampshire Association of Local Councils (HALC): Guidance for local council elections May 2023

In addition, the following had been received:

- WBC: Information regarding a business startup course being run by Berkshire Growth Hub and being sponsored by WBC's Economic Development Team
- WBC: Information regarding WBC's Draft Council Strategy 2023 – 27. Comments can be made via their survey which is open until midnight on Sunday the 26<sup>th</sup> of February.

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

**22/03152/TPW: Oakwood St Catherines Hill Mortimer Reading West Berkshire RG7 3UT**

**T1 - Oak: Remove epicormic growth to main union, remove deadwood, carry out slight radial prune on road side by 2m to suitable growth points to keep asymmetrical crown and manage limb extensions over the road side T2- Oak: Remove epicormic growth to crown break remove deadwood, reduce south west side of the canopy by 1-2 m to suitable growth points due to slight over extension keep an asymmetrical canopy T3 - Oak: Remove deadwood and reduce lateral branches over neighbours garden by 2m to suitable growth points as limbs are overextended and over the neighbours decking.**

**CONSENT** –12 January 2023

*TPO ref: 201/21/584, 722, 335.*

**22/02806/HOUSE: The Frith, Drury Lane, Mortimer Common, Reading West Berkshire RG7 2JL**

**Demolition of existing detached garage, proposed single storey side extension with attached garage and replacement of existing windows.**

**REFUSED** –16 January 2023

*The site includes several individual trees covered by TPO ref: 201/21/0739 which could be in close proximity to the proposed extension and access into the site. No arboricultural details have been seen with the current scheme.*

**SMPC Comments:** No objections in principal but extension appearance is not in keeping with the original dwelling or neighbourhood street scape. Condition extension should not be turned into a separate dwelling.

**22/02867/COND: Land South of Tower Gardens, The Street, Mortimer Common, Reading**

**Approval of details reserved by Condition No. 4 (External Materials) of Approved Application**

**22/01422/RESMAJ : Approval of reserved matters following Outline Permission**

**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.] Matters seeking consent: Appearance, Landscaping and Scale.**

**GRANTED** –26 January 2023

*In relation to appearance of Phase 2 plots 44 to 58 of the new development (Condition 4) 22/01422/RESMAJ.*

**5. Neighbourhood Action Group report.**

The next meeting will be on the 15<sup>th</sup> of February.

**6. Health and Safety.**

The quarterly maintenance inspection has been undertaken and the report highlights one item for action. This will be reviewed by the Clerk and Cllr. Hill.

**7. Minor Matters.**

1. Cllr. Lock reported:

- The Board Games session for 8-11 year olds will recommence on Friday the 24<sup>th</sup> of February.
- Mortimer Surgery's Patient Participation Panel are having an open meeting on the 7<sup>th</sup> of June at St John's Hall to provide information on how the surgery is working.

2. Cllr. Carter reported that, in conjunction with the Rambler's Wellbeing Walks, WBC are organising Creative Wellbeing Walks three of which start from Mortimer Library: 10-1pm, Wednesday 15<sup>th</sup>, 22<sup>nd</sup> and 29<sup>th</sup> March. Booking is essential.

3. Cllr. Hill enquired about:

- The remaining Jubilee glasses. Cllr. Dennett confirmed the Clerk has asked again for details.
- Four Houses Corner: Cllr. Bridgman confirmed he believes the decontamination is now complete. Prior to applying for planning, if needed, a decision still needs to be taken with regards to the design. The number of pitches remains the same.

**22/121 Communications**

**To identify items for communicating**

None as covered by the newsletter.

**22/122 Future Agenda Items**

**To identify future agenda items**

None.

**22/123 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 22/116 on the Agenda, due to the confidential nature of the business to be transacted.**

Not needed.

**Close**

The meeting closed at 20:52

Next meeting: March the 9<sup>th</sup> 2023.