



## Stratfield Mortimer Parish Council

**Minutes of the Fairground and Cemetery Committee held at Mortimer Methodist Church Hall on Thursday the 24<sup>th</sup> of April 2023 at 8.30pm.**

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

#### **Present:**

##### **Councillors:**

Cllr. S. Hill (Chairman), Cllr. D. Butler, Cllr. K. Field, Cllr. H. Geary, Cllr. M. Lock, Cllr. A. Marsden, Cllr. D. Morsley, Cllr. A. Noonan, Cllr. M. Shaw.

##### **Officers:**

Mrs. L Hannawin, Clerk.

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

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

#### **Part I**

##### **22/034 Public Questions (for agenda items only)**

None.

##### **22/035 To receive any apologies for absence**

Apologies were received from Cllr. M. Dennett.

##### **22/036 To receive any declarations of interest**

None.

##### **22/037 Minutes of Last Meeting**

**To resolve to APPROVE the Minutes of the Minutes of the Fairground and Cemetery Meeting of the 19<sup>th</sup> of January 2023.**

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

## **22/038 Update from Previous Committee Meeting(s)**

**To receive an update outlining actions taken following the meeting held on the 19<sup>th</sup> of January 2023, and other updates.**

- Cllr. Hill reported the fruit trees had been planted in the conservation area. Incredible Edible Mortimer are responsible for managing and watering the trees with the Council's assistance.
- The Clerk confirmed the tennis court cleaning contract expires in 2024 and not 2023 as previously reported.

## **22/039 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 22/040 1. Cemetery Extension, be taken with the public excluded.

Seconded by Cllr. Lock.

**RESOLVED** unanimously.

## **22/040 Items for Consideration and Resolution**

### **1. Cemetery Extension**

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

Minuted at Part II.

### **2. Fairground Tree Survey**

**To receive the Fairground Tree Survey report and resolve the budget in order that the Clerk seeks quotes and, in conjunction with the Chairman, places an order for the required work.**

The report was considered.

Cllr. Hill proposed a budget of up to £10,000 for undertaking the work identified as being of a "Moderate" priority.

Seconded by Cllr. Morsley.

**RESOLVED** Unanimously.

### **3. SMPC Cemetery Tree Survey**

**To consider a tree survey for the SMPC Cemetery and resolve the budget in order that the Clerk seeks quotes and, in conjunction with the Chairman, places an order for the survey.**

Cllr. Hill proposed a budget of up to £1,500 for the survey to include all trees within the boundary of the cemetery extension as well as those in the existing cemetery.

Seconded by Cllr. Morsley.

**RESOLVED** Unanimously.

### **4. Fairground Footpath and Utility Square**

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

The required specification for the footpath will be added to the one produced for the utility square for quotes for the work to be sought. It was noted that it is not possible to reroute the footpath to avoid traversing Highways land and planning permission may, therefore, be needed. West Berkshire Council may be willing to undertake the required work across the narrow strip joining the Fairground to the footway.

## 5. Fairground Electricity Boxes

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

It was agreed to seek quotes to move the electricity box down and add a smart meter.

### 22/041 Items for information only

- Dog waste collection: some bins have not been emptied as per the schedule. The situation will be monitored and reviewed at the next meeting.
- Grazing area: due to the recent wet weather, the ground is very soft. This has been reported to the team organising the Coronation event so that appropriate action may be taken as needed.
- Annual RoSPA report: This has been received and circulated to Committee members. The Clerk and Cllr. Hill will review the work required.
- Use of BBQ's on the Fairground: a member of the public has enquired if BBQs may be used on the Fairground. There is currently no official policy for the Fairground and this will be considered at the next meeting.
- Footpath gates: two of the footpath gates need remedial work involving welding. AES Ltd will be undertaking the work at a cost of £385.00 + VAT.
- Memorial bench for Freda Batten: Freda's family have approached the Council regarding installing a memorial bench on the Fairground close to the school. Further information is being sought.

### 22/042 Communications

**To identify items for communicating.**

None.

### 22/043 Future Agenda Items

**To identify future agenda items**

- Dog waste collection.
- Establishing a Fairground Policy.
- Cost of memorial permits for non-residential burials.

### 22/044 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 22/039 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

### 22/040 Items for Consideration and Resolution

#### 1. Cemetery Extension

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

Cllr. Noonan gave an overview of the process taken to date and the quotes received were considered. It was confirmed that the plan is for the contractor to design the cemetery

extension and then for the Council to go out to tender to have the work done. The layout/potential capacity of the cemetery was discussed with regards to meeting the minimum good practice groundwater protection requirements and advice will be sort regarding this. The area will need clearing of brambles and tidying up in general. Cllr. Hill proposed the quote from TGMS Ltd should be accepted at a cost £6,770.00 + VAT and for a quote to be sort from the Council's ground's maintenance contractor for the ground clearance work.

Seconded by Cllr. Noonan.

**RESOLVED** unanimously.

## **Close**

The meeting closed at 21:34

Date of next meeting: Thursday July the 20th.

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