



## Stratfield Mortimer Parish Council

### **Minutes of the Annual Meeting of the Parish Council held on Thursday the 18th of May 2023 @ 7.30pm at Mortimer Methodist Church Hall, West End Road, Mortimer**

*These Minutes are subject to approval.*

#### **Present:**

#### **Councillors:**

Cllr. M. Dennett (Outgoing Chairman), Cllr. G. Bridgman, Cllr. H. Geary, Cllr. D. Kilshaw (arrived for agenda item 23/006), Cllr. M. Lock, Cllr. D. Morsley (Voted in as incoming Chairman), Cllr. A. Noonan, Cllr. M. Shaw, Cllr. J. Wells.

#### **Clerk:**

Mrs. L. Hannawin.  
Ms. B. O'Reily.

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

Dist. Cllr. G. Mayes was present along with one member of the public. There were no members of the press present.

#### **Part I**

#### **23/001 Public Questions (for agenda items only)**

Dist. Cllr. G. Mayes confirmed the new members for the Burghfield and Mortimer Ward who will be officially in post on the 24<sup>th</sup> of May. He gave a brief summary of some of the planned projects.

#### **23/002 Election of Chairman**

**To elect a Chairman of the Parish Council for 2023/24 – Chairman to sign Declaration of Office.**

Cllr. Morsley was nominated by Cllr. Dennett and seconded by Cllr. Bridgman. There were no other nominations. Cllr. Morsley was elected as Chairman with 1 abstention. The Declaration of Office was signed. Thanks was given to Cllr. Dennett for his years of service as Chairman.

#### **23/003 Election of Vice- Chairman**

**To elect a Vice-Chairman of the Parish Council for 2023/24 – Vice-Chairman to sign Declaration of Office.**

Cllr. Bridgman was nominated by Cllr. Morsley and seconded by Cllr. Wells. There were no other nominations. Cllr. Bridgman was elected as Vice-Chairman with 2 abstentions. The Declaration of Office was signed.

### **23/004 To receive any apologies for absence**

Apologies were received from Cllr. D. Butler, Cllr. N. Carter, Cllr. S. Hill, Cllr. D. Kilshaw (arrived for agenda item 23/006) and Cllr. A. Marsden.

### **23/005 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.

### **23/006 Acceptance of Office Forms**

*To Standing Order 31.1 "in an Election Year, delivery by the Councillors of their acceptance of office forms unless the Council resolves for this to be done at a later date;"*

- a. **To receive Members' forms delivered or to be delivered at the meeting.**

The Clerk confirmed that all Declaration of Acceptance of Office forms had been received apart from Cllr. N. Carters.

- b. **To resolve the form for Cllr. N. Carter may be delivered at or before the Council meeting on the 8th of June 2023.**

Proposed by Cllr. Bridgman.

Seconded by Cllr. Geary.

**RESOLVED** by majority vote.

### **23/007 Committee Members**

**To appoint Members to the Committees for 2023/24.**

As Chairman and Vice-Chairman, Cllrs. D. Morsley and G. Bridgman are ex officio members of all committees. Members were appointed to the committees as follows:

- a. **Fairground and Cemetery.**

Cllrs. H. Geary, S. Hill, M. Lock, A. Marsden, A. Noonan, and M. Shaw.

- b. **Planning.**

Cllrs. D. Butler, S. Hill, M. Lock, and J. Wells.

- c. **Roads, Footpaths and Commons.**

Cllrs. M. Dennett, H. Geary, S. Hill, D. Kilshaw, A. Marsden, M. Shaw, J. Wells and Mr. C. Lewis (co-opted).

Proposed by Cllr. Morsley.

Seconded by Cllr. Bridgman.

**RESOLVED** unanimously.

### **23/008 Committee Chairman**

**Voting members of the Committee to elect Committee Chairmen for 2023/24:**

- a. **Fairground and Cemetery.**

Cllr. S. Hill was elected as Chairman.

**b. Planning.**

Cllr. D. Butler was elected as Chairman.

**c. Roads, Footpaths and Commons.**

Cllr. A. Marsden was elected as Chairman.

**23/009 Finance and General Purposes Committee****To appoint a minimum of two further members to the Finance and General Purposes Committee.**

Four candidates were put forward: Cllrs. Dennett, Carter, Geary, and Noonan. After discussion it was decided 3 extra members was the appropriate number.

After further discussion Cllr. Morsley proposed Cllrs. M. Dennett, H. Geary, and A. Noonan be appointed to the Fairground and General Purposes Committee.

Seconded by Cllr. Bridgman.

**RESOLVED** unanimously.

**23/010 Working Parties****a. To confirm the continued need for the Council's working parties, and appoint/reconfirm Council members and co-optees for 2023/24:**

The following appointments were made:

**I. Climate and Environment Working Party**

Cllrs. M. Dennett (to organise the first meeting), S. Hill and A. Marsden.

**II. Communications Strategy Working Party**

Cllrs. G. Bridgman, N. Carter, D. Kilshaw and D. Morsley (to organise the first meeting).

**III. Garth Hall Working Party**

Cllrs. G. Bridgman (to organise the first meeting), N. Carter, M. Dennett, H. Geary, M. Lock, A. Marsden, J. Wells, and co-opted members, Mrs. S. Carter, Mr. N Kiley, and Mr. C. Lewis.

**IV. Mortimer to Burghfield Cycleway and Footpath Working Party**

Cllrs. G. Bridgman, D. Butler, H. Geary, D. Morsley (to organise the first meeting), M. Shaw, and co-opted member Mr. P. Wingfield.

**V. Neighbourhood Plan Steering Group**

Cllrs. G. Bridgman, N. Carter, A. Marsden and co-opted members, Mr. B. Coe, Mr. N. Kiley, Ms. S. Netherclift, Mr. D. Overett and Ms. J. Wines.

Cllr. Bridgman confirmed the next meeting is already scheduled.

**VI. Strategy Working Party**

This working party shall be placed on hold.

**VII. The Street Footway Working Party**

Cllrs. G. Bridgman (to organise the first meeting), D. Butler, D. Morsley and Mr. P. Wingfield (co-opted).

Proposed by Cllr. Morsley.

Seconded by Cllr. Lock.

**RESOLVED** unanimously.

- b. To resolve that a member of each working party will organise the first meeting within 6 weeks to elect a chairman and confirm other business moving forward.**

Minuted at 23/010 a.

Proposed by Cllr. Morsley.

Seconded by Cllr. Bridgman.

**RESOLVED** unanimously.

### **23/011 Outside Bodies and Committees**

**To appoint Parish Council representatives to annual appointments:**

The following appointments were made:

- a. AWE Local Liaison Committee**

Cllr. G. Bridgman.

- b. Burghfield & Mortimer Neighbourhood Action Group (BMNAG).**

Cllrs. G. Bridgman and J. Wells.

- c. Burghfield and Mortimer Volunteer Bureau.**

Cllr. A. Noonan.

- d. St John's Hall Management Committee.**

Cllr. M. Shaw.

- e. Stratfield Mortimer Relief in Need Charity.**

Cllr. M. Lock.

- f. Willink Leisure Centre Joint Advisory Committee.**

A representative will be appointed once it is known if this committee is still running.

- g. Wokefield Common Advisory Committee.**

Cllr. M. Lock and M. Shaw.

Proposed by Cllr. Morsley.

Seconded by Cllr. Geary.

**RESOLVED** unanimously.

**To note Parish Council representatives in continuing fixed term of office:**

- a. Clarke's Educational Foundation: Cllr. N. Carter 4-year term until July 2026.**
- b. Stratfield Mortimer Fairground Trust: Mr. N. Kiley 4-year term until October 2026.**
- c. Stratfield Mortimer Fairground Trust: Cllr. D. Morsley 4-year term until October 2025.**

The above continuing fixed terms of office were noted and will be brought to Full Council for reappointment as required.

### **23/012 Minutes of Last Meeting**

**To resolve to APPROVE the Minutes of the Council Meeting of the 13<sup>th</sup> of April 2023.**

Cllr. Bridgman asked for the following amendment:

#### **22/146 Items for Information Only**

1. The issue of a recent interview given to Sky News by Cllr. Bridgman, regarding the waste discharge into Foundry Brook, was raised and it was noted that, in future, communication to the media **on behalf of the Council** should be by either the Chairman or the Parish Clerk. Cllr. Dennett advised that Thames Water were due to give an update shortly on the situation regarding the current series of waste discharges.

Cllr. Morsley proposed the minutes be approved for signature by the Chairman as a true and correct record of the meeting.

Seconded by Cllr. Dennett.

**RESOLVED** with 1 abstention.

## 23/013 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 April and other updates.**

1. Services Charges for 2023/24: these commenced as of the 1<sup>st</sup> of April.
2. CIL Payments 01/10/22 – 31/03/23: West Berkshire Council (WBC) have confirmed CIL payments for the period 01/10/22 – 31/03/23 as:
  - 21/02347/RESMAJ (2 - 2A) Land South of Tower Gardens, The Street, Mortimer Common, Reading, West Berkshire £26,898.08
  - 22/01422/RESMAJ (2 - 2B) Land South of Tower Gardens, The Street, Mortimer Common, Reading, West Berkshire £27,508.24
3. Invoice for Rent Arrears: WBC have issued an invoice for £14,932.19 to SMPC for rent arrears for use of the conservatory at Mortimer Library from April 2018 to August 2022. This is believed to be incorrect as all rent payments have been paid on receipt of previous invoices. This is being followed up with WBC.
4. Precept: The first instalment of the Precept of £74,659.50 was received on the 2nd of May.
5. Councillor Vacancies: Notice of the two vacancies has been given with a deadline for applications to be submitted on or before the 29<sup>th</sup> of May. Co-option is scheduled to take place at the Council meeting on Thursday the 8<sup>th</sup> of June.
6. Cemetery issue: Due to the wet ground conditions, whilst undertaking grounds maintenance, the contractor's mower sank into a plot which had recently been dug and refilled to allow for a second burial. The contractor shall be undertaking remedial works and the next of kin has been informed.
7. The Public Sector Deposit Fund Return of Investment: As noted at the Finance and General Purposes meeting on the 4<sup>th</sup> of May, the return on investment as at the 31st of March 2023 was 4.1223%. The rate as at the 31st of January 2023 was 3.5292%.
8. Fairground CCTV: The planning application will be submitted shortly. By law, a Data Protection Impact Assessment (DPIA) needs to be undertaken.
9. Friends of Mortimer Library: An initial meeting took place on Wednesday the 10<sup>th</sup> of May between interested parties, WBC officers and Mortimer Library staff. The interested parties will be organising a further meeting to consider the next steps in how to support and promote the library services.

Re 5. above, it was confirmed that no candidates have applied to be co-opted to date and Members need to promote the two vacancies.

In addition, the Clerk reported:

- The settlement agreement for Longmoor Lane has been signed and the deadline for undertaking the agreed work is the 2<sup>nd</sup> of August 2023. The garden structure has been reported to the Enforcement Officer at West Berkshire Council. As part of the agreement, SMPC will not object to any retrospective planning permission required.
- The internal audit has been undertaken and no major issues found.

The report was received.

## **23/014 Items to be taken into private session**

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

Cllr. Morsley proposed that agenda items 23/016 5. Insurance 2023/24 and 23/016 6. Defibrillator Cabinets should be taken in Part II.

Seconded by Cllr. Bridgman.

**RESOLVED** unanimously.

## **23/015 Committee and Working Party/Group Reports**

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

Cllr. Noonan confirmed that an order for the cemetery landscaping design has been placed with TGMS Ltd and that the potential issue regarding burials close to watercourses, and possible remedial actions, are being considered.

### **2. Finance and General Purposes**

Cllr. Dennett confirmed that the relevant items reviewed by the Committee at the meeting on the 4<sup>th</sup> of May are on the agenda.

### **3. Planning Committee**

Cllr. Morsley confirmed that the MOR006 application, relating to the public open space, was called into the Eastern Area Planning Committee, and was refused. New documents regarding MOR006 Phase 3 have been issue by TA Fishers and will be reviewed by the Planning Committee.

### **4. Climate and Environment Working Party**

No report was available.

### **5. Communications Working Party.**

No report was available.

### **6. Garth Hall Working Party**

Following the recent legal advice which had been forwarded to the Royal British Legion (RBL), Cllr. Dennett reported the RBL have requested a meeting to discuss the available options. They are keen to meet by the end of the month.

### **7. Strategy Working Party**

No report was available.

### **8. The Street Footway Party**

Cllr. Morsley confirmed there had been no further progress to date.

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

Cllr Morsley reported that the planning application is very close to being submitted. One letter of support from the landowners is currently outstanding. The structural engineer who has recently working on the project is shortly leaving Ridge.

## **23/016 Items for Consideration and Resolution**

### **1. Neighbourhood Plan**

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

Cllr. Bridgman confirmed the NPSG had met on Tuesday. To progress to the next stage, an analysis of the consultation and results is still needed.

## 2. Ordinary Meeting Schedule

**To receive and approve the meeting schedule for 2023/24.**

Proposed by Cllr. Bridgman.

Seconded by Cllr. Morsley.

**APPROVED** unanimously.

## 3. General Power of Competence

- a. **To confirm the Council's eligibility, as defined in the Localism Act 2011 and SI 965 The Parish Councils General Power of Competence Order 2012, as having at least two thirds of its members duly elected, and by having a qualified Clerk.**

The Council's eligibility was confirmed.

- b. **To resolve to exercise the General Power of Competence until the next relevant meeting.**

Proposed by Cllr. Bridgman.

Seconded by Cllr. Morsley.

**RESOLVED** unanimously.

## 4. Newsletter

**To resolve the delivery timetable and production of the next newsletter.**

Cllr. Morsley confirmed that the next Mortimer Village Partnership (MVP) newsletter will be being sorted and delivered to deliverers the 28<sup>th</sup>/29<sup>th</sup> of June. Copy deadline for an SMPC newsletter would need to be the 9<sup>th</sup> of June. The following articles were identified:

- Coronation – Cllrs. Bridgman and Kilshaw.
- Details of new council.
- Dates of meetings.
- The purpose of the Council's working parties – Cllr. Shaw.
- Mortimer to Burghfield Cycleway and Footpath – Cllr. Morsley.
- Neighbourhood Plan – Cllr. Bridgman.
- Thoughts from an outgoing Chairman – Cllr. Dennett.
- Annual Parish Meeting/Thames Water Sewerage – Cllr. Dennett.
- Windmill Court – Cllr. Morsley.

Cllr. Morsley proposed the next newsletter should be delivered alongside the MVP one with the above content; additional articles may yet be suggested.

Seconded by Cllr. Bridgman.

**RESOLVED** unanimously.

# Ms. B. O'Reilly left the meeting.

## 5. Insurance 2023/24

**To receive confirmation of the arrangements for insurance cover in respect of all risks.**

Minuted at Part II

## 6. Defibrillator Cabinets

**To consider the quotes received and to resolve the budget and supplier for replacing the broken and obsolete DS1 cabinets.**

Minuted at Part II.



## 7. Windmill Court

### To receive an update.

Cllr. Morsley reported that the planning application will be being submitted imminently. She confirmed that whilst the planned layout is the same, all the houses are now affordable. Priority for the 6 maisonette properties will be given to current/returning Windmill Court residents, followed by older persons (+55) from Mortimer/potential connection to Mortimer and only then general needs housing. Only one covenant, which is in respect of the supported living housing, now needs removing.

The Council was very supportive of the news regarding the affordable housing.

## 8. Station Car Park

### To receive an update and resolve the continued need for the Working Party.

Cllr. Geary thanked Mr. N. Kiley for costing the work to clear the pre-conditions – circa £20,000.00. Cllr. Geary reported that there is lack of funding available to GWR for both the pre-conditions and new car park build. This, along with potential leasing issues including unknown financial liability to the Council if the land was to be leased on a long-term basis without knowing when or if the car park would be built, means there is limited further work that can be undertaken at this stage. The possibility of leasing a narrow strip of land for a three-year period for a peppercorn rent is being followed up with Englefield.

Cllr. Morsley proposed that the working party, consisting of Cllrs. Butler, Geary, Morsley and Shaw and co-opted member Mr. N. Kiley, remains in place until the discussion with Englefield has been finalised.

Seconded by Cllr. Bridgman.

**RESOLVED** unanimously.

Cllr. Bridgman stated that should the project not progress, Highways need to be contacted regarding road markings on The Street at 1) Mortimer Lane and 2) heading North East from the roundabout towards Grazeley.

# Cllr. Bridgman proposed the meeting should continue past 21:30 if needed.

Seconded by Cllr. Morsley.

**RESOLVED** unanimously.

## 23/017 Finance

### 1. Accounts to the 31<sup>st</sup> March 2023

#### To receive and approve the Income and Expenditure Report to the 31st of March 2023 and the Balance Sheet as of that date.

The year end reports and accounts were received.

Proposed by Cllr. Morsley.

Seconded by Cllr. Bridgman.

**RESOLVED** unanimously to approve the financial reports to the 31<sup>st</sup> of March 2023.

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

#### To receive and note summary of payments.

The payments were received and noted.

Cllr. Noonan asked for clarification with regards to the limit the Chairman/Vice-Chairman may authorise. The Clerk, in conjunction with the Chairman/Vice-Chairman may authorise up to £5,000 for non-budgeted expenditure.



### 3. Accounts for Payment

To receive and approve items of expenditure.

Item	Payee Details	Amount	Reference
1.	Tactical Facilities – dog waste bin collection April 2023 – inc. VAT	£ 235.20	
2.	Sapling Arboriculture – Windmill Common tree survey – inc. VAT	£ 873.24	
3.	Playsafety Ltd – Annual RoSPA Inspection and report – inc. VAT	£ 293.40	
4.	Alebrije Consulting – 5.5 hrs administration services to NP Steering Group – April 2023	£ 375.00	
5.	Dads Shop – Extra strong tie refuse bags and a combi 9mm CV spanner – inc. VAT	£ 14.34	
6.	Ridge & Partners – Mortimer/Burghfield cycleway engineering services, landowner consultations and prep of planning application – inc. VAT	£ 3,600.00	
7.	Vita Play – play area inspection April 2023 – inc. VAT	£ 117.60	
8.	Hampshire Association of Local Councils – BALC & NALC subscriptions for 2023	£ 895.63	
9.	SLCC – Membership fee – Lynn Hannawin (Parish Clerk)	£ 279.00	
10.	Tactical Facilities – Pillbox winter cut and Cemetery cut – inc. VAT	£ 119.99	
11.	The Plan Hub – carry out onsite survey for CCTV application – inc. VAT	£ 216.00	
12.	Amazon – HP laserjet ink cartridges for office (cyan/magenta/yellow) and gusset pocket A4 envelopes – inc. VAT [SMPC Card]	£ 274.26	DD
13.	Amazon – 3x A4 writing pads for office – inc. VAT [SMPC Card]	£ 9.54	DD
14.	Lloyds MultiPay Card – monthly fee [SMPC Card]	£ 3.00	DD
15.	Smart Pension – April 2023 (Month 1)	£ 293.01	DD
16.	Smart Pension - Monthly fee (April 2023) inc. VAT	£ 18.00	DD
17.	EE – SMPC mobile phones – May 2023 – inc. VAT	£ 30.00	DD
18.	SSE/OVO – Car Park Fairground – monthly electricity debit April 2023	£ 77.00	DD
19.	SUEZ Recycling – Fairground Waste collection for April 2023 – inc. VAT	£ 93.86	DD
Full Council Decision: 23/016 5 18.05.2023			
20.	BHIB – Council insurance renewal 2023-2024	£ 1,148.60	

Proposed by Cllr. Morsley.

Seconded Cllr. Bridgman.

**RESOLVED** unanimously that the accounts are approved for payment.

### 4. Bank Reconciliation and Internal Controls

To note the Bank Reconciliation and quarterly Internal Control have been undertaken for the period to 1st January 2023 – 31st March 2023.

It was noted that the quarterly bank reconciliation and Internal Control had been undertaken.

## 5. Statement of Internal Control

To receive the Statement of Internal Control as approved by Finance and General Purposes.

The Statement of Internal Control was received.

## 23/018 Items for information only

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

- a. Planning 27/04/2023
- b. Fairground and Cemetery 27/04/2023
- c. Finance and General Purposes 04/05/2023

The meetings were noted, and the draft minutes received.

### 2. District Councillor Reports

No report was available.

### 3. Correspondence:

#### 1. Recipient of the Community Award 2023

Email expressing how honoured they were to have received the community award for 2023. They also stated how important it is for the Council to recognise all the people outside of the PC that have a part in making the community such a lovely place to live.

#### 2. Society of Local Council Clerks

Information regarding a one-day virtual summit regarding the latest advice relating to planning including town planning, planning for local renewables, government reforms and more neighbourhood plans. Taking place on Wednesday 5 July, 9:45am - 4:10pm and is open to non-members at a cost of £120.00 + VAT.

#### 3. Pro Vision

Details of their annual seminar looking at planning, architecture, and ecology, including reflections on the implications of revisions to the NPPF, the Environment Act and the latest on the Levelling-Up Bill and updates on local plans. Taking place near Winchester on June the 30th 8.15am – 10.30am. Cost being confirmed.

#### 4. Chairman of Mortimer Village Partnership

Thanking the SMPC Team for the generous sponsorship of the Coronation event. Circulated.

In addition:

- The Clerk reported that notification had been received from CCLA Fund Manager that FNZTA Services Ltd had been appointed as its transfer agent. This will mean a new account number and contact details for the Council's Public Sector Deposit Fund.
- Cllr. Dennett suggested a formal letter of thanks should be written to the Coronation team.

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

#### 22/02529/COND: Manns Farm, Nightingale Lane, Mortimer, Reading West Berkshire RG7 3PS

Application for Approval of Details Reserved by Conditions 5 (CMS), 6 (Emergency Plan Outline), 8 (Energy Statement), 9 (Drainage), 14 (Electric Charging Point) and 17 (Detailed Emergency Plan) of planning permission 22/01080/FUL - Conversion of existing farm building and replacement of existing to provide a 'Wellness Centre' (Use Class E(e) and E(d)).

**GRANTED** – 14 April 2023

**23/00775/NONMA: 45A Windmill Road Mortimer Common Reading RG7 3RJ**

Application for a Non-Material Amendment Following a Grant of Planning Permission 22/02675/HOUSE - Single storey rear extension and full width rear dormer at loft level. Various changes to doors and windows.

Amendments: Wider opening at rear of extension for sliding glass doors. Wrap over window size adjusted to suit. Side elevation window WF.01 amended in size. New external SVP.

**APPROVED** – 14 April 2023

**23/00245/CERTE: 2 Church Farm Barns, The Street, Mortimer, Reading, West Berkshire**

Residential use of an infill extension to connect the main household to the garage. After four years an application may be made for a certificate.

**LAWFUL** – 17 April 2023

**SMPC Comments:** No objections.

**23/00321/HOUSE: 5 Briar Lea Road, Mortimer Common, Reading, RG7 3SA**

Side Two Storey Extension.

**GRANTED** – 19 April 2023

**SMPC Comments:** No objections.

**23/00400/HOUSE: 58 The Avenue, Mortimer Common, Reading, RG7 3QX**

Reduction of size and scope on previously granted proposal. Single storey rear extension, first floor extension with car port below and demolition of current garage.

**GRANTED** – 19 April 2023

**SMPC Comments:** No objections.

**23/00532/COND: Park Cottage, The Street, Mortimer, Reading, West Berkshire**

Application for Approval of Details Reserved by Condition 4 (Tree Protection Scheme) of planning permission 22/01610/HOUSE - Erection of a single storey rear extension.

**APPROVED** – 28 April 2023

**23/00072/RESMAJ: Land South of Tower Gardens The Street Mortimer Common Reading West Berkshire**

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, Layout and Scale.

**REFUSED** – 28 April 2023 (*proposed retaining wall and associated works is unacceptable due to the visual impact and fails to incorporate areas of usable, accessible open space*)

**SMPC Comments:** SMPC are very pleased with the planting and seeding program and the tree and shrub palette.

- SMPC strongly approve the recent change to the central access path from mown grass to hoggin and the addition of low safety railing around the ponds.

- With regard to the proposed retaining wall, SMPC object on the ground of appearance, safety (including the danger to adults and children of a 5 m high wall from aspects both above and below), and future maintenance. Concern was raised as to whether the structural integrity of the wall could be affected by permit-ting development which involved digging foundations in rear gardens adjacent to the wall. In particular, the current planning committee would not wish to recom-mend adoption of the open space by SMPC in the future because of this extensive wall. From the site visit we have understood that similar walls will be proposed around the south side of Phase 3. These are not on the current drawings for this application or 23/00297/RESMAJ but really should be considered together.
- The top of the wall is (of necessity) at approximately the same altitude throughout its length. The height of visible face of the wall therefore depends on the existing ground levels. Behind plot 51 the maximum height of the wall is 5.0 m with a considerable length above 4 m. Behind plots 54 /55 the maximum height is 3.8 m but with a considerable length above 3 m. The large heights are the main basis of our objections above.  
Policy SDB1 of the Stratfield Mortimer Neighbourhood Development Plan starts that:  
“The Site will develop a high quality development in accordance with the following parameters:”  
One of those parameters states:  
“Incorporate areas of useable, accessible open space, utilising the natural topog-raphy to create a ‘soft’ edge to the residential development with attractive views in-to and from the surrounding countryside.”  
The proposed wall does not meet the second part of that sentence.
- Had the necessary difference in heights been solved, for example, by a short length of steeper slope covering the wall face, SMPC would have likely come to a different conclusion.

### **23/00518/HOUSE: 16 Windmill Road, Mortimer Common, Reading, RG7 3RN**

Construction of single storey rear extension with Lantern.

**GRANTED – 12 May 2023** *(The proposals are of an acceptable scale and design and the extension is considered subservient to the host property in line with guidance contained within WBC's SPG 'House Extensions'. While the use of cladding does not match the redbrick exterior of the existing dwelling, the proposed extension is sited at the rear and out of view of the street scene. The impact on the character of the area is therefore acceptable.)*

**SMPC Comments:** The Committee had reservations on the appearance of the proposed rear extension as it was noted there was inconsistency between drawings for the proposed elevations [FPA101238 01 E] which illustrated new composite cladding to the walls of the extension and the proposed floorplans drawing [FPA101238 02 E] that did not indicate cladding but brick. Can this be clarified? Overall, the Committee felt the proposed extension did not fit in with the existing dwelling. (Stratfield Mortimer NDP – Policy 9.2.5 Building Design and Style GD5).

The planning decisions were received.

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

No meeting has taken place.

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

The Annual RoSPA report and quarterly maintenance report has been received and will be reviewed to identify work needed.

## **7. Minor Matters.**

- Cllr. Geary confirmed the Financial Regulations with regards to the authority to spend.
- Cllr. Morsley confirmed she will be looking for lots of help in the forthcoming council year.

## **23/019 Communications**

### **To identify items for communicating**

Matters for communicating will be included in the newsletter.

## **23/020 Future Agenda Items**

### **To identify future agenda items**

- Station Working Party.
- Foudry Brook.
- Parish Council Away Day.

## **23/021 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 22/014 on the Agenda, due to the confidential nature of the business to be transacted.**

Proposed by Cllr. Morsley.

Seconded by Cllr. Bridgman.

**RESOLVED** that the public are excluded.

## **Part 2**

## **23/016 Items for Consideration and Resolution**

### **5. Insurance 2023/24**

**To receive confirmation of the arrangements for insurance cover in respect of all valuable risks.**

The insurance arrangements were received.

### **6. Defibrillator Cabinets**

**To consider the quotes received and to resolve the budget and supplier for replacing the broken and obsolete DS1 cabinets.**

A report was received. The expenditure could be taken from CIL but, as CIL Reserves are allocated, may need to come from General Reserves.

Cllr. Morsley proposed 3 x DS2 cabinets, including fitting, should be purchased at a maximum cost of £2,400.00 + VAT.

Seconded by Cllr. Bridgman.

**APPROVED** unanimously.

## **Close**

The meeting closed at 21:36.

Next meeting – June 8<sup>th</sup>.