



Stratfield Mortimer Parish Council

Minutes of the Fairground and Cemetery Committee held at Mortimer Methodist Church Hall on Thursday 16 May 2024 at 7:30pm.

DRAFT MINUTES SUBJECT TO APPROVAL

Present:

Councillors:

Cllr S Hill (Chairman), Cllr G Bridgman, Cllr H Geary (arrived 19:31), Cllr M Lock, Cllr A Marsden, 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

24/001 Public Questions (for agenda items only)

None.

24/002 To receive any apologies for absence

Apologies were received from Cllr Shaw.

Cllr Geary arrived at 19:31.

24/003 To receive any declarations of interest – SH

1. 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 the Code of Conduct.

None.

24/004 Minutes of Last Meeting

2. To resolve to approve the Minutes of the Extraordinary Fairground and Cemetery Committee Meeting of 28th March 2024.

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

24/005 Update from Previous Committee Meeting(s)

3. To receive an update, outlining actions taken following the meeting held on 28 March 2024 and other updates.

Cllr Hill reported:

- The replacement Hammonds Heath kissing gate has been installed.
- The work to replace the Fairground Trees has been undertaken.

24/006 Items to be taken into private session

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

Cllr Hill proposed that agenda item 24/007 4. Utility Square and Fairground Footpath Specification, be taken with the public excluded.

Seconded by Cllr Lock.

Resolved unanimously.

24/007 Items for Consideration and Resolution

1. Policies

To consider any Policies within the ambit of the Committee requiring consideration, amendment, or proposal to Full Council:

a. Cemetery Regulations and Brochure.

The proposed Cemetery Regulations and Brochure were considered, and minor amendments agreed.

Proposed by Cllr Hill.

Seconded by Cllr Morsley.

Resolved unanimously.

2. Cemetery Extension

To receive an update and agree any further actions.

Cllr Noonan reported the tender package had not yet been received from TGMS Ltd and this may be because they are waiting for the Schedule of Attendances and confirmation of the tree to be planted by the memorial wall. It was agreed an Amelanchier should be planted by the memorial wall and, when appropriate, this will be purchased by the Council for the contractors to plant. The Church have been provided with an update but have not yet confirmed if the contractors shall be able to use the Church's water supply. Other potential water sources were considered.

ACTIONS:

- Cllr Hill to explore other possible water sources.
- The Clerk to update the Schedule of Attendances with details of the water source, when confirmed, and tree and send through to Cllr Noonan.

Cllr Noonan raised the issue of the size of the compost area and the fact that it often contains non-biodegradable waste. Cllr Hill confirms he removes such waste, and the compost area does die back. Consideration will be given to the management of the area if necessary.

3. Grounds Maintenance Specification

To review and agree the specifications in order that quotes may be sought for the contract from January 2025;

- a. The Fairground
- b. Pillbox and Cemetery

The specifications were reviewed, and no amendments were needed.

ACTIONS: the Clerk to obtain quotes for consideration at the next meeting.

4. Utility Square & Fairground Footpath Specification

- a. To review and finalise the specification.
- b. To resolve the contractors to be asked to tender.

Minuted at Part II.

5. Management of Burial Plot

To receive an update on burial plot D24.

It was confirmed that the Exclusive Right of Burial Holder has up until the 31 May to remove the astro turf and flowerpots currently on the plot.

ACTIONS:

- Cllr Hill to check after the 31 May and confirm the status of the plot.
- The Clerk to liaise with Tactical Facilities re turfing the plot the week beginning the 3 June.

6. Conservation Area and Pillbox Information Boards

To receive an update and agree any further actions.

The draft information for the board was reviewed. Cllr Noonan confirmed permission had been received for using the photos and the image was not under copywrite. Permission to install any boards will need to be sought from Englefield Estate prior to purchase them.

Cllr Geary proposed a budget of £2,000 for two boards.

Seconded by Cllr Hill.

Resolved unanimously.

ACTIONS:

- Cllr Hill to establish details of the sign writer.
- Cllr Noonan to establish recommended size of boards and costs.

24/008 Items for information only

- Drugs on the Fairground: As reported by a member of the public, Cllr Hill stated that there had allegedly been instances of drug dealing on the Fairground
- Fairground footpaths: an email regarding the muddy footpath alongside the grazing area leading to Windmill Road had been received. Cllr Morsley reported that the state of the footpath running parallel with Hammonds Heath was also boggy.

ACTION: Cllr Hill and the Clerk to review the footpath surfaces for future consideration.

- Fairground litter: Cllr Morsley reported there had been an increase of litter and broken glass.
- Conservation area broken fence: this appears to have been fixed.
- Fairground vegetation: the Clerk is organising for the overgrown vegetation on the footpath alongside the grazing area to be cut back.

- Playground equipment: it was noted that an email had been received in response to the Committee's decision, taken at the meeting held on 18 January, not to provide any additional equipment for the under 4s until a current piece of equipment needs replacing. Any suggestions of alternative equipment would be considered.
- Total Body Resistance Exercise (TRX) Frame: a request has been received asking if a TRX frame could be installed on the Fairground.

ACTION: The Clerk to circulate the information.

24/009 Communications

To identify items for communicating.

None.

24/010 Future Agenda Items

To identify future agenda items

- Fairground information boards.
- Fairground and pillbox grounds maintenance.
- Cemetery bridge maintenance.
- Winter Fairground vegetation work. **ACTION:** Clerk to invite interested volunteer.

24/011 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 24/006 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

24/012 Items for Consideration and Resolution

4. Utility Square & Fairground Footpath Specification

a. To review and finalise the specification.

The specification was reviewed, and amendments agreed.

b. To resolve the contractors to be asked to tender.

Consideration was given to prospective contractors. It was agreed these should be locally based and/or have worked with the Council before and have a track record.

Cllr Bridgman proposed inviting Agricultural and Estate Services Ltd, First Safety Construction Ltd, Hazell & Jefferies Ltd and John Stacey & Sons Ltd to tender for the project.

Seconded by Cllr Lock.

Resolved unanimously.

Close

The meeting closed at 21:14.

Date of next meeting: Thursday 19 September.