



Stratfield Mortimer Parish Council

Minutes of the Fairground and Cemetery Committee held at Mortimer Methodist Church Hall on Thursday 19 September 2024 at 7:30pm.

DRAFT MINUTES SUBJECT TO APPROVAL

Present:

Councillors:

Cllr S Hill (Chairman), Cllr M Lock, Cllr D Morsley, Cllr A Noonan and Cllr M Shaw.

Officers:

Mrs. L Hannawin, Clerk.

Public/Press:

Cllr D Kilshaw attended the meeting. There were no members of the press in attendance.

Part I

24/012 Public Questions (for agenda items only)

None.

24/013 To receive any apologies for absence

Apologies were received from Cllr G Bridgman and Cllr H Geary.

24/014 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 the Code of Conduct.

None.

24/015 Minutes of Last Meeting

To resolve to approve the Minutes of the Fairground and Cemetery Committee Meeting of 16 May 2024.

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

24/016 Update from Previous Committee Meeting(s)

To receive an update, outlining actions taken following the meeting held on 16 May 2024 and other updates.

Cllr Hill confirmed the tenders for the cemetery had been issued. Other items are on the agenda.

24/017 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 items 24/018 2. Grounds Maintenance 01/01/2025-31/12/2027, 5. Budget 2025/26 and 6. Fairground Equipment, be taken with the public excluded.

Seconded by Cllr Lock.

Resolved unanimously.

24/018 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.

Not needed.

2. Grounds Maintenance 01/01/2025 – 31/12/2027

To consider the quotes received and resolve the contractors to undertake the grounds maintenance for:

- a. The Fairground**
- b. Pillbox and Cemetery**

Minuted at Part II.

3. Fairground Fence: The Street

To consider the options for replacing the wooden fence on the southern boundary and resolve the action(s) to be taken.

Following a discussion, it was agreed for Cllr Hill to obtain a quote for replacing the fence with a black powder coated estate fence with a view to including the cost in the 2025/26 Budget 2025/26 and, if approved, for the work to be undertaken in the next financial year.

ACTION: Cllr Hill to obtain a quote as above and the Clerk to include the amount in the Budget for consideration.

4. Cemetery

- a. To receive an update on the Cemetery Extension.**

Cllr Noonan confirmed that one of the contractors who had been invited to tender had undertaken a site visit and will be submitting a quote. It was agreed to ask Tactical Facilities Ltd to undertake a further cut of the current cemetery hedge and to quote for clearing the overgrown vegetation on the other side of the cemetery bridge.

ACTION: The Clerk to organise the hedge cutting and obtain a quote for clearing the vegetation.

b. To receive the information on the bridge maintenance.

The information on maintenance provided by the bridge supplier was received. No further actions are needed.

c. To receive an update on the management of the burial plots.

One plot is still covered by astroturf. Cllr Hill continues to liaise with family members with regards to its removal and the management of the plot.

5. Budget 2025/26

To consider the Fairground Budget for 2025/26 and agree the amounts required for recommendation to Finance and General Purposes.

Minuted at Part II.

6. Fairground Equipment

To consider the quotes received for the remedial works and resolve the contractor for undertaking the repairs.

Minuted at Part II.

7. Fairground RoSPA and Quarterly Maintenance Reports

To receive the annual RoSPA report and July Maintenance Report and agree any actions to be taken.

The reports were received, and the summary of information reviewed. It was agreed the Clerk should obtain a quote for resurfacing the areas under the Supernova, Titan and Gyro Spiral with Wet Pour with a view to including the cost in the 2025/26 Budget and, if approved, for the work to be undertaken in the next financial year..

ACTION: The Clerk obtain a quote for the resurfacing works for budget purposes and to establish the expected life of Wet Pour.

8. Memorial Bench – Frank Stansfield

To consider and agree the wording for the inscription to be engraved on the bench.

The following words were agreed “In memory of Frank Stansfield, dedicated Custodian of the village”.

ACTION: The Clerk to order the bench and check the agreed wording with Frank’s neighbour.

9. Fairground Winter Vegetation Work

To consider and agree the work to be undertaken by the Greening Mortimer volunteer.

It was agreed 1) that the gorse needs cutting back to varying degrees 2) the oak trees needed thinning out in the conservation area and 3) for Cllrs Hill and Shaw to hold a site meeting with the volunteers to plan the works.

ACTION: Cllrs Hill and Shaw to hold a site meeting.

The overgrown grass around and under the cricket nets needs addressing. Cllr Hill will discuss this with Mortimer Cricket Club (MCC).

ACTION: Cllr Hill to liaise with MCC

10. Conservation Area Information Boards

To receive an update and agree any further actions.

Cllr Hill will bring the boards to the next meeting so the content may be agreed.

24/019 Items for information only

CLlr Hill reported that two x 1-ton bags of golden gravel will be purchased to spread on the footpath that runs across the Fairground between Windmill Road and The Street to reduce the mud.

24/020 Communications

To identify items for communicating.

None.

24/021 Future Agenda Items

To identify future agenda items

- Fairground information boards - **ACTION:** Cllr Hill to bring the boards to the next meeting.
- Consideration of accessible play equipment - **ACTION:** Cllr Hill to obtain information
- Consideration of Gyro Spiral remedial works.

ACTION: The Clerk to add the above to the agenda.

24/022 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 24/017 on the Agenda, due to the confidential nature of the information being discussed.

Proposed by Cllr Hill.

Seconded by Cllr Noonan.

RESOLVED unanimously.

Part II

24/0238 Items for Consideration and Resolution

2. Grounds Maintenance 01/01/2025 - 31/012/2027

To consider the quotes received and resolve the contractors to undertake the grounds maintenance for:

a. The Fairground

The quotes were considered.

Cllr Hill proposed the contract be awarded to SCS Landscape Management.

Seconded by Cllr Morsley.

Resolved unanimously.

ACTION: The Clerk to raise a PO.

b. Pillbox and Cemetery

The quotes were considered.

Cllr Hill proposed the contract be awarded to Tactical Facilities Ltd.

Seconded by Cllr Morsley.

Resolved unanimously.

ACTION: The Clerk to raise a PO.

5. Budget 2025/26

To consider the Fairground Budget for 2025/26 and agree the amounts required for recommendation to Finance and General Purposes.

Each budget line was considered. The new grounds maintenance figures will be included along with the estimated costs for the new Fairground fence and the play area resurfacing works once known for recommendation to Finance and General Purposes as part of the Fairground and Cemetery budget.

6. Fairground Equipment

To consider the quotes received for the remedial works and resolve the contractor for undertaking the repairs.

The work and quotes were considered.

Cllr Noonan proposed that the Titan remedial work - £4,235.61 - and the inspection of the Skate Roller board - £125.00 - be undertaken by Infinity Playgrounds Ltd with the Gyro Spiral work being considered at the next meeting.

Seconded by Cllr Hill.

Resolved unanimously.

ACTION: [The Clerk to raise a PO.](#)

Close

The meeting closed at 21:29.

Date of next meeting: Thursday 16 January 2025.