



Stratfield Mortimer Parish Council Agenda

All Members of the Council are Summoned to attend the Meeting of the Parish Council to be held at Mortimer Methodist Church Hall, 17 West End Road, Mortimer, RG7 3TB, on Thursday 10 April 2025 at 19:30 (or at the rising of the preceding meeting of the Planning Committee (commencing at 18:45) if later)

PUBLIC AND PRESS

Members of the public and press are welcome to attend.

Part I

24/143 Public questions [Chairman](#)

24/144 To receive any apologies for absence [Chairman](#)

24/145 To receive any declarations of interest (if any) [Chairman](#)

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, and gifts and hospitality in line with the Parish Council's Code of Conduct.

24/146 Minutes of last meeting [Chairman](#)

To approve the Minutes of the Full Council meeting held on 13 March 2025.

24/147 Chairman's remarks (if any) [Chairman](#)

24/148 Clerk's Report [Clerk](#)

24/149 Items to be taken into private session (if any) [Chairman](#)

To determine which items, if any, of the Agenda should be taken with the public excluded (in addition to 24/153.4 and 24/153.7).

24/150 Reports from Committees, Steering Groups, Working Parties and Outside Bodies.

1 Planning Committee [AR](#)

2 Climate and Environment Steering Group [MD](#)

3 Communications Steering Group [GB](#)

4 Neighbourhood Plan Steering Group [GB](#)

5 Mortimer to Burghfield Cycleway Steering Group [DM](#)

6 Emergency Planning Working Party [AR](#)

7 Neighbourhood Action Group report **DK**

8 Outside Bodies **Representatives**

24/151 Policy amendments (if any) Chairman

To consider/note any Policy amendments, including:

- 1 To confirm the allocation of the Risk Register to the Finance and General Purposes Committee.

24/152 Changes to Bodies or Body memberships (if any) Chairman

To consider changes to Bodies or Body memberships (if required).

24/153 Items for consideration

1 Councillor Vacancy DM

To consider any applications for co-option to fill the Casual Vacancies on the Parish Council and resolve as needed.

2 Willink Leisure Centre Agreement Review GB/AR

- a To consider the terms of the Willink Leisure Centre agreement dated November 2006 and resolve any action to be taken.
- b If necessary, to resolve the wording of any communication to be sent to West Berkshire Council.

3 Governance and Management Risk Register Clerk

To receive the Risk Register as recommended by Finance and General Purposes.

4 Asset Register Clerk

To be dealt with in Part II.

5 Annual Governance and Accountability Return (AGAR) Clerk

To receive and note the guidance on the financial year end and AGAR process.

6 Annual Parish Meeting DM

To receive an update and agree the arrangements.

7 End of year appraisals Clerk

To be dealt with in Part II.

24/154 Finance

1 Accounts to the 28 February 2025 Clerk

To receive and approve the Income and Expenditure Report to 28 February 2025 and the Balance Sheet as of that date.

2 Accounts for Payment - authorisation sought Clerk

To receive, approve and resolve items of expenditure (Schedules Ai/Aii): *Report 24/154 2*

3 Payments made and authorised by Chairman and/or Clerk - to note Clerk

To receive and note a summary (Schedules Bi/Bii): *Report 24/154 3*

4 Regular or previously authorised payments made - to note Clerk

To receive and note a summary (Schedules Ci/Cii): *Report 24/154 4*

5 **Transfers between accounts authorised by Chairman and Clerk - to note Clerk**

To receive and note a summary (Schedule D): *Report 24/154 5*

24/155 Items for information only

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

a Planning 27/03/2025

2 District Councillor Reports **NC/GM/VP**

3 Correspondence: *Report 24/155 3 Clerk*

4 Councillor Surgeries **Councillors**

5 Minor Matters **DM**

24/156 Communications Chairman

To identify items for communicating if any.

24/157 Future agenda items Chairman

To identify specific future agenda items.

Part II

24/158 Exclusion of Press and Public Chairman

To pass a resolution under s.1(2), Public Bodies (Admission to Meetings) Act 1960, to exclude members of the press and public from the meeting due to the confidential nature of the business to be transacted.

24/159 Part II

1 **Asset Register Clerk**

To receive the Asset Register as at 31 March 2025.

2 **End of year appraisals Clerk**

To receive a verbal report on the Assistant to the Clerk's end of year appraisal and to be updated on any changes as per her contract.

Miss Danielle Davis

04/04/2025