



# Stratfield Mortimer Parish Council Agenda

**Members of the Estate Management Committee are Summoned to attend the Committee Meeting to be held at Mortimer Methodist Church Hall, 17 West End Road, Mortimer, RG7 3TB on Thursday 22 May 2025 at 19:30**

## **PUBLIC AND PRESS**

Members of the public and press are welcome to attend.

### **Part I**

**25/001 Public questions (for agenda items only) - Chairman**

**25/002 To receive any apologies for absence - Chairman**

**25/003 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.

**25/004 Minutes of last meeting - Chairman**

To approve the Minutes of the Fairground and Cemetery Committee meeting held on 16 January 2025.

**25/005 Chairman's remarks (if any) - Chairman**

**25/006 Clerk's Report- CLERK**

To receive a report from the Parish Clerk outlining actions taken following the meeting held on 16 January 2025 and other updates. *Report 25/006*

**25/007 Items to be taken into private session - Chairman**

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

**25/008 Steering Group and Working Party Reports**

**25/009 Items for consideration**

**1 Policies - Chairman**

a To consider any Policies within the ambit of the Committee requiring consideration, amendment or proposal to full Council.

**2 Skate Roller- Chairman**

To consider the information received regarding the Skate Roller and resolve the scope of work to be undertaken and the appointment of a contractor to carry out the repairs/replacement.

**3 Fairground Operational Inspection Report (quarterly)**

To receive 'The Fairground Operational Inspection Report- January 2025'

**4 Cemetery Extension- Chairman**

- a To consider the need for additional maintenance contracts for the cemetery extension upon completion of the project and to agree the specification for the contract.
- b To consider the gap in the boundary hedge at the cemetery extension and agree any actions to be taken.
- c To review the transition between the existing cemetery and the new cemetery extension and agree any further actions required.
- d To review the cemetery fee structure, taking into account the new memorial wall, and to clarify the fees for residents and non-residents.

**5 Fairground Information Boards- Chairman**

To consider the Fairground Information Boards and agree the content and any further actions required.

**6 MUGA resurfacing- Chairman**

To consider the advice received for the MUGA resurfacing remedial works and to resolve the scope of work to be undertaken, if any.

**7 Fairground Fence- Chairman**

To consider the need to replace the Fairground fence and to decide whether to seek quotations and agree the specification.

**8 Play equipment resurfacing- Chairman**

To consider the need to resurface the HERAS matting beneath the play equipment and to agree the specification for obtaining quotations. A budget is currently in place to resurface the areas around the Gyro-Spiral, Titan Swing, and Supernova.

**25/010 Finance**

- 1 Regular or previously authorised payments made - to note Clerk To receive and note a summary (Schedules Cii): Report 25/011.1.

**25/011 Items for information only - Chairman**

**25/012 Minor matters (if any) - Chairman**

**25/013 Communications - Chairman**

To identify items for communicating if any.

**25/014 Future agenda items - Chairman**

To identify specific future agenda items.

**Part II (if needed)**

**25/015 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.

**Miss Danielle Davis**

