



Stratfield Mortimer Parish Council Agenda

Members of the Council are Summoned to attend the Council Meeting to be held at Mortimer Methodist Church Hall, 17 West End Road, Mortimer, RG7 3TB, on Thursday 11 September 2025 at 19:30

PUBLIC AND PRESS

Members of the public and press are welcome to attend.

Part I

25/056 To receive any apologies for absence [Chairman](#)

25/057 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.

25/058 Public questions [Chairman](#)

25/059 Minutes of last meeting [Chairman](#)

To approve the Minutes of the Full Council meeting held on 17 July 2025.

25/060 Chairman's remarks (if any) [Chairman](#)

25/061 Clerk's report [Clerk](#)

25/062 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.

25/063 Reports from Committees, Steering Groups, Working Parties and Outside Bodies

1 Neighbourhood Action Group report [DK](#)

2 Outside Bodies [Representatives](#)

25/064 Policy amendments (if any) [Chairman](#)

1 To agree/note any Policy amendments, including:

a 2509 Policy Note

b SMPC Scheme of Delegation v4.1

c SMPC Policy Guidance and Glossary v2.1

d SMPC Financial Regulations v7.1

e SMPC Fairground Use Policy v1.1

25/065 Changes to Bodies or Body memberships (if any) Chairman

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

25/066 Items for consideration

1 Councillor Vacancy Chairman

To consider an application (and any subsequent applications received) for co-option to fill the Casual Vacancies on the Parish Council and vote to appoint a co-opted parish councillor, to commence on 19/09/2025 with the condition they have been at their address for 1 year.

2 Bus Shelters Chairman

To resolve to accept the grant from West Berkshire Council for the provision of three bus shelters, in accordance with the grant agreement, and to further resolve that the Clerk procure the bus shelters in line with the Council's financial regulations upon receipt of the grant.

3 Mortimer to Burghfield Cycleway and Footpath DK

a To receive an update.

b To resolve to proceed to tender for the first two phases of the footpath, as recommended by the Finance and General Purposes Committee.

4 Pizza Van Chairman

To resolve on the proposal from Pizza Press regarding the provision of a pizza van in Stratfield Mortimer.

5 Members Bid Chairman

To resolve any proposals for the current round of funding with a view to any applications being completed by the 26 September deadline.

6 Neighbourhood Plan Policies Chairman

To resolve to approve the draft policies for the Neighbourhood plan prior to public consultation in October.

7 Budget 2025/26 - Clerk

To receive confirmation of the approach and timetable for the preparation of the 2025/26 budget.

25/067 Finance

1 Accounts to the 31 July 2025 Clerk

To receive and approve the Income and Expenditure Report to the 31 July 2025 and the Balance Sheet as of that date. 25/067.1

2 Accounts for Payment Clerk

To receive and approve items of expenditure- Schedules Ai and Aii: *Report 25/067.2*

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

To receive and note a summary (Schedules Bi/Bii): *Report 25/067.3*

4 Regular or previously authorised payments made - to note Clerk

To receive and note a summary (Schedules Ci/Cii): *Report 25/067.4*

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

To receive and note a summary (Schedule D): *Report 25/067.5*

25/068 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: **Chairman**
 - a Estate Management 24 July
 - b Community Committee 31 July
 - c Planning 28 August
 - d Finance and General Purposes, 28 August
- 2 District Councillor Reports **NC/GM/VP**
- 3 Correspondence: *Report 25/068.3* **Clerk**
- 4 Councillor Surgeries **Councillors**
- 5 Minor Matters **Chairman**

25/069 Action Trackers

To note the Action Trackers for the following committees:

- 1 Planning and Highways *25/069.1* **AR**
- 2 Estate Management *25/069.2* **SH**
- 3 Community *25/069.3* **DM**

25/070 Minor matters (if any) Chairman

25/071 Communications Chairman

To identify items for communicating if any.

25/072 Future agenda items Chairman

To identify specific future agenda items.

Part II

25/073 Exclusion of Press and Public (if needed) 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- 04/09/2025