



Stratfield Mortimer Parish Council

Minutes of the Finance and General Purposes held at Mortimer Methodist Church Hall, 17 West End Road, Mortimer, RG7 3TB on Thursday 28 August 2025 at 19:30

Present

Councillors

Cllrs G Bridgman (Chairman), H Geary, S Hill, D Kilshaw, D Morsley, A Richardson, K Strong, and J Todd.

Officers of the Council

Danielle Davis.

Public/Press

No members of the public or press were in attendance.

Part I

25/028 To receive any apologies for absence

Apologies were received from Cllr N Carter.

25/029 To receive any declarations of interest

None.

25/030 Public Questions

None.

25/031 Minutes of last meeting

The Minutes of the Finance and General Purposes Committee meeting held on Thursday 3 July were received with no amendments and approved unanimously for signature by the Chairman as a true record of the meeting.

25/032 Chairman's remarks

Cllr Bridgman advised the committee that he would be unable to attend the meeting of the Full Council on 11 September and briefed members on several items to be included on the agenda.

25/033 Clerk's Report

The report was received.

25/034 Items to be taken into private session

Not needed.

25/035 Items for consideration

1 Policies

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

- i SMPC Scheme of Delegation v4.1**
 - ii SMPC Policy Guidance and Glossary v2.1**
 - iii SMPC Financial Regulations v7.1**
 - iv SMPC Fairground Use Policy v1.0**

These policies were discussed as part of item 25/035.2.

- b To receive any reported changes the Clerk has made (as per the powers in Policy Guidance and Glossary) in the wording of Policies**

None.

2 Re-evaluation of current bodies

To re-evaluate the current standing of the following bodies for recommendation to full Council:

- a Climate and Environment Steering Group**
- b Burghfield to Mortimer Cycleway Steering Group**
- c Neighbourhood Plan Steering Group**

Following discussion, it was agreed that the current Steering Groups should remain as Steering Groups, rather than being converted to Sub-Committees. Thus they would not be delegated any powers and would act in an advisory capacity to the relevant Committee and Full Council only (the Clerk advised that, in accordance with Section 101 of the Local Government Act 1972, working parties and steering groups cannot be given delegated powers). It was further agreed that the recommended changes to the policies under item 25/035.1 would reflect this position.

The policies were considered and, following discussion, it was proposed by Cllr Bridgman that, subject to a possible amendment to the Code of Conduct requiring Steering Group members to declare interests, the amended policies would be recommended to Full Council. Cllr Bridgman would prepare a covering note to explain the reasoning and proposed amendments.

Cllr Strong seconded.

Resolved unanimously.

3 Burghfield to Mortimer Cycleway Steering Group

To consider tendering for the first two phases of the Cycleway project and to make a recommendation to Full Council.

The committee considered tendering for the first two phases of the Cycleway project with a view to making a recommendation to Full Council. The tender

document for the first two phases was received and, following an in-depth discussion, it was agreed that further investigation was required before a recommendation could be made. This matter will be considered at a meeting of the Steering Group, with the outcome reported to the Clerk and subsequently to Full Council (and, if there was insufficient time to prepare the item for the Full Council meeting on 11 September 2025, an extraordinary meeting, either of the Community Committee or Full Council, would be called).

#Cllr Hill left at 20:39 and returned at 20:43

4 Budget 2025/2026

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

Confirmation of the budget process was received.

5 Members Bid

To consider ideas for the current round of funding and agree suggestions for recommendation to full Council.

The committee considered ideas for the current round of funding to agree suggestions for recommendation to Full Council. Following discussion, it was agreed to recommend that Full Council consider two options for a Members' Bid application: (i) a piece of playground equipment to replace the skate rocker, or (ii) a quad recycling bin, and whether to take either proposal, or both, forward. The Clerk would prepare a paper.

6 Officers' and Custodian's Salaries

To note the Local Government Services pay agreement 2025/26 and changes to payroll.

The pay agreement and subsequent changes to payroll were noted.

25/036 Finance

1 Accounts to 31 July

To receive and consider the Income and Expenditure Report to 31 July and the Balance Sheet as at that date.

The reports were received and approved unanimously.

2 The Public Sector Deposit Funds (TPSDF)

To note the return on investment as at 31 July 2025.

The return on investment as at 31 July 2025 was noted as being 4.28% (as at 31 May 2025 it was 4.50%).

3 Bank Reconciliation

Cllr Richardson reported that the Bank Reconciliation for the period 1 April to 30 June 2025 had been undertaken.

4 Internal Financial Control (IFC)

Cllr Richardson reported that the IFC for the period 1 April to 30 June 2025 had been undertaken.

25/037 Items for information only

None.

25/038 Minor matters (if any)

- The request for a pizza van to use parish facilities was discussed and will be resolved at the Full Council meeting on 11 September.
- The War Memorial remedial works will take place on 18 and 19 September. The office will send around a memo to all Council members.

25/039 Communications

None.

25/040 Future agenda items

None.

Part II

Not needed.

Close

The meeting closed at 21:07

Date of next meeting: 30/10/2025.

Miss Danielle Davis

29/08/2025