



# 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 13 November 2025  
at the rising of the preceding Extraordinary Meeting of the  
Planning and Highways Committee (commencing at 19:30)**

## **PUBLIC AND PRESS**

Members of the public and press are welcome to attend.

### **Part I**

**25/074 To receive any apologies for absence [Chairman](#)**

**25/075 To receive any declarations of interest [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.

**25/076 Public questions [Chairman](#)**

**25/077 Minutes of last meeting [Chairman](#)**

To approve the Minutes of the Full Council meeting held on 11 September 2025.

**25/078 Chairman's remarks (if any) [Chairman](#)**

**25/079 Clerk's report [Clerk](#)**

**25/080 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.

**25/081 Changes to Bodies or Body memberships [Chairman](#)**

- 1 To note the formation of the Basingstoke and Deane Local Plan Steering Group by the Planning and Highways Committee.
- 2 To note the resignation of Cllr A Richardson from the Council and the consequent need to:
  - a elect a new Chairman by the Planning and Highways Committee (hence the preceding Extraordinary Meeting of that committee); and
  - b appoint (in lieu of a decision by the Finance and General Purposes Committee) a replacement Supervising Councillor (for the purposes of the Financial Regulations).

- 3 To agree the re-appointment of Cllr D Kilshaw to the Stratfield Mortimer Fairground Trust.
- 4 To consider the appointment of a member to the St Johns Hall Management Committee.
- 5 To note the resignation of Cllr N Carter from the Community Committee and the Neighbourhood Plan Steering Group.
- 6 To note the resignations of Mr M Hillyer and Mrs C Stafford from the Neighbourhood Plan Steering Group.

**25/082 Policy amendments (if any) [Chairman](#)**

- 1 To agree/note any Policy amendments, including:
  - a Scheme of Delegation v6.0

**25/083 Reports from Committees, Steering Groups, Working Parties and Outside Bodies**

- 1 To note the draft minutes of the Parish Meeting held on 25 October [Chairman](#)
- 2 To note the meetings that have taken place of the following committees and to receive the minutes/draft minutes, where available: [Chairman](#)
  - a Planning and Highways, 18 September
  - b Planning and Highways, 9 October
  - c Estate Management, 9 October
  - d Community Committee, 16 October
  - e Finance and General Purposes, 30 October
  - f Planning and Highways, 30 October
- 3 Neighbourhood Action Group report [DK](#)
- 4 Outside Bodies [Representatives](#)
- 5 Basingstoke and Deane Local Plan Steering Group [DK](#)

**25/084 Items for consideration**

- 1 **Councillor Surgeries** [Clerk](#)  
To resolve whether to continue councillor surgeries following the incoming results of the resident questionnaires.
- 2 **Internal Audit Report** [Clerk](#)  
To receive the mid-term Internal Audit Report.
- 3 **External Audit** [Clerk](#)  
To receive the report for 2024/25.
- 4 **Christmas Tree Installation** [Chairman](#)  
To receive an update and confirm the arrangements for the installation of the tree.
- 5 **Potential tender(s) for Mortimer to Burghfield Footpath and Cycleway project** [DK](#)  
To resolve, if thought necessary, a procedure for the Clerk to authorise the issue of a tender or tenders in respect of the project, having taken into account the views of the Mortimer to Burghfield Footpath and Cycleway Steering Group.

## **25/085 Finance**

### **1 Accounts to the 30 September 2025 Clerk**

To receive and approve the Income and Expenditure Report to the 30 September 2025 and the Balance Sheet as of that date. *25/085.1*

### **2 Accounts for Payment Clerk**

To receive and approve items of expenditure (Schedules Ai/Aii): *Report 25/085.2*

### **3 Payments made by Clerk in consultation with Chairman - to note Clerk**

To receive and note a summary (Schedules Bi/Bii): *Report 25/085.3*

### **4 Regular or previously authorised payments made - to note Clerk**

To receive and note a summary (Schedules Ci/Cii): *Report 25/085.4*

### **5 Transfers made by Clerk in consultation with Chairman - to note Clerk**

To receive and note a summary (Schedule D): *Report 25/085.5*

## **25/086 Items for information only**

### **1 District Councillor Reports NC/GM/VP**

### **2 Correspondence: Report 25/086.3 Clerk**

### **3 Minor Matters Chairman**

## **25/087 Action Trackers**

To review the Action Trackers for the following committees:

### **1 Planning and Highways 25/087.1 GB**

### **2 Estate Management 25/087.2 SH**

### **3 Community 25/087.3 DM**

## **25/088 Minor matters (if any) Chairman**

## **25/089 Communications Chairman**

To identify items for communicating if any.

## **25/090 Future agenda items Chairman**

To identify specific future agenda items.

## **Part II**

## **25/091 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- 07/11/2025**