



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 30 October 2025 at 19:30

Present

Members

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

Other Councillors

None.

Officers of the Council

Danielle Davis.

Public/Press

No members of the public or press were in attendance.

Commencement

The meeting commenced at 19:35.

Part I

25/042 To receive any apologies for absence

Apologies were received from Cllrs N Carter and J Todd.

25/043 To receive any declarations of interest

Cllrs Bridgman, Kilshaw, Geary and Strong each declared a Personal Interest in item 25/049.2 (Fairground Fence) as they each know directors of one of the tenderers. As their interests were personal and not pecuniary, they each determined to partake in any discussion and resolution regarding the item.

25/044 Public Questions

None.

25/045 Minutes of last meeting

The Minutes of the Finance and General Purposes Committee meeting held on Thursday 28 August 2025 were received with no amendments and approved unanimously for signature by the Chairman as a true record of the meeting.

25/046 Chairman's remarks

None.

25/047 Clerk's Report

The report was received.

25/048 Items to be taken into private session

Cllr Bridgman proposed that items 25-049.2 (Fairground Railings), and 25-049.3 (Budget) be taken into private session. Seconded by Cllr Morsley.

Resolved unanimously.

25/049 Items for consideration

1 Policies

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

a IT Policy v0.2

b Policy Guidance and Glossary v3.1

c Financial Regulations v8.1

Although these policies were on the agenda, Cllr Bridgman explained that changes introducing an IT Policy were not as urgent as first thought, so they did not need to be discussed.

Changes to the Scheme of Delegation (v6.0) made at the preceding Planning and Highways Committee meeting (in part relating to the formation of a new Steering Group) were noted.

2 Fairground Railings

To consider the updated quotations for the Fairground railings and resolve which contractor to appoint, as recommended by the Estates Management Committee, and to agree the amount of additional funding to be requested from Full Council at its meeting on 13 November.

Minuted at Part II.

3 Budget 26/27

To review the 2026/27 Budget to date and consider any additions and amendments.

Minuted at Part II.

4 Internal Audit report

To note anything arising from the mid-term Internal Audit.

A verbal report was received.

5 Report from personnel sub-committee

a To note the minutes of the Personnel Sub-Committee meeting held on 16 October 2025.

The minutes of the Personnel Sub-Committee meeting held on 16 October were received. Thanks were given to the Clerk, Deputy Clerk, and Custodian for their dedication to their roles.

- b **To consider the timetable for forthcoming decisions to be taken by the Personnel Sub-Committee.**

It was agreed that a meeting of the Personnel Sub-Committee will be held annually in mid-October to review staff salaries in line with the budget drafting process.

25/050 Finance

1 Accounts to 30 September

To receive and consider the Income and Expenditure Report to 30 September 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 August 2025.

The return on investment as at 31 August 2025 was noted as being 4.16% (as at 31 July 2025 it was 4.28%).

3 Bank Reconciliation

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

4 Internal Financial Control (IFC)

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

25/051 Items for information only

None.

25/052 Minor matters (if any)

- The Cemetery extension works were discussed. It was agreed that Cllr Hill would approach external suppliers regarding the bricks required for the Memorial Wall, due to extensive delays in the contractor procuring the necessary materials.
- Cllr Kilshaw raised concerns regarding Cllr N Carter's recent social media activity on a village Facebook page.
- Cllr Kilshaw advised that he will be meeting with Dave Butler of the Mortimer to Burghfield Cycleway Steering Group next week to prepare a draft tender document. Following this, a meeting of the Steering Group will be organised.
- Cllr Kilshaw informed the Committee of a recent Newbury Weekly News article highlighting financial issues within West Berkshire Council.
- Cllr Hill asked the Clerk to request quotes for a larger dog waste bin at Strawberry Fields.

25/053 Communications

The public will be informed of the formation of the new Basingstoke and Deane Local Plan Steering Group.

25/054 Future agenda items

None other than standard identified.

Part II

25/055 Exclusion of Press and Public

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.

Cllr Bridgman proposed to proceed into Part II, Cllr Morsley seconded.

Resolved unanimously.

1 Fairground Railings

To consider the updated quotations for the Fairground railings and resolve which contractor to appoint, as recommended by the Estates Management Committee, and to agree the amount of additional funding to be requested from Full Council at its meeting on 13 November.

Following an in-depth discussion reviewing the proposed specifications and costs of each quotation, Cllr Hill proposed that the Council proceed with RC Saunders for the replacement of the Fairground fence along The Street. Cllr Morsley seconded.

Resolved unanimously.

(As part of the following budget discussion it was agreed that the funding for this expenditure should come out of general reserves if the current issues with Community Infrastructure Levy (CIL) funding from West Berkshire Council (WBC) were not resolved.)

2 Budget 26/27

To review the 2026/27 Budget to date and consider any additions and amendments.

The various committees having now looked at their individual budgets, the initial draft of the 2026/27 budget was reviewed. In considering how much the Mortimer to Burghfield cycleway project will cost, and from where the money could be sourced, the committee decided to include a budget for a Public Works Loan.

The Council's reserves and CIL reserves were also reviewed (particularly in relation to recent communications from WBC regarding CIL funding), along with the baseline budgets.

More work was needed to align certain items, ear-marked reserves, etc, before the finalised draft could be put before F&GP, then Full Council – Cllr Richardson offered to assist the Clerk in this respect.

Close

The meeting closed at 20:50

Date of next meeting: 27/11/2025.

Miss Danielle Davis

30/10/2025