



Stratfield Mortimer Parish Council

Minutes of the Community Committee Meeting

held at Mortimer Methodist Hall, 17 West End Road, Mortimer, RG7 3TB on Thursday 16 October 2025

These minutes are subject to approval

Present

Members

Cllrs G Bridgman, M Dennett, M Lock, D Morsley (Chairman), K Strong, and Mr J Hannawin (co-opted).

Officers of the Council

D Davis.

Public/Press

One member of the public or press attended in relation to agenda item 25-043.4.a.

Commencement

The meeting commenced at 19:30.

Part I

25/034 To receive any apologies for absence

Apologies were received from Cllrs Geary, Kilshaw, Richardson and Saunders.

25/035 To receive any declarations of interest

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.

Interests were declared:

Non-Registerable Interests:

- Cllrs G Bridgman and M Dennet each declared a Personal Interest in item 25/043.4.k (Mortimer Table Tennis) as they are members of the club, and Cllr Bridgman supervises some of the youth sessions. They each determined to partake in any discussion and resolution regarding this item.
- Cllr D Morsley declared Personal Interests in items 25/043.4.a (HandyBus), as she has a personal connection, and 25-043.6 (Mortimer Scarecrow Trail), as she is an organiser of the event. Cllr Morsley determined to partake in any discussion and resolution regarding these items.

- Mr J Hannawin declared a Personal Interest in item 25-043.6 (Mortimer Scarecrow Trail) as he is an organiser. Mr J Hannawin determined to partake in any discussion (but, because he is a non-Voting Member, could not participate in any resolution in any event).

Other Registerable Interests (ORI):

- Mr J Hannawin declared an ORI in item 25-043.3 (Alfred Palmer Memorial Field benches) as a trustee of the Alfred Palmer Memorial Trust. He determined to partake in the discussion to the same extent as a member of the public would be able (eg with the permission of the Committee Chairman) (and, because he is a non-Voting Member, could not participate in any resolution in any event).

25/036 Public questions

A representative of Burghfield and Mortimer HandyBus provided information about the group in relation to item 25/043.4.a and answered questions from the Committee. They then left the meeting.

25/037 Minutes of last meeting

The Minutes of the Community meeting held on Thursday 31 July 2025 were received with no amendments and approved unanimously for signature by the Chairman as a true record of the meeting.

25/038 Chairman's remarks

None.

25/039 Items to be taken into private session

Cllr Morsley proposed that items 25-043.1 (Budget), and 25-043.4 (Community Grants) be taken into private session. Seconded by Cllr Bridgman.

Resolved unanimously.

25/040 Steering Group and Working Party Reports

1 Climate and environment Steering Group

Cllr M. Dennett reported:

- The Steering Group has not yet met.
- There had been correspondence from The Environment Agency stating that while no investigations have yet been carried out locally into groundwater infiltration in Mortimer or Foudry Brook, this is a wider issue across the area. Current Environment Agency efforts are focused on the upper Kennet villages most severely affected. Improvements at Mortimer Sewage Works have reduced storm discharge durations, so local investigations are a lower priority at present, but the situation will continue to be monitored.

25/041 Mortimer to Burghfield Cycleway

1 Report

To receive a report on the Mortimer to Burghfield Cycleway project.

Cllr Kilshaw sent a report prior to the meeting:

- The report stated that the tender document will be presented at the meeting of the Full Council on 13 November.

2 Estimates and invoices

To review any recently received estimates and invoices (if any).

- A Ridge and Aspect Arboriculture invoice was reviewed.
- An estimate was received for discharging planning permissions, after a discussion it was decided that the Clerk would send a holding response to Ridge and the matter would be discussed in depth at a meeting of the Mortimer to Burghfield Cycleway SG.

25/042 Policies

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

- a **Community Grant policy - to note the changes the Clerk has made under her powers**
 - i the full stop at the end of 19.2 was changed to a semi-colon;
 - ii a comma has been placed “supplied” in 21.
- b **Community Grant Application form - to note the changes the Clerk has made under her powers:**
 - i “if not already started” removed from 9 to ensure it is clear applications cannot be retrospective.

The changes were noted.

25/043 Items for consideration

1 Budget

To consider the Community Committee Budget for 2026/2027 and agree the amounts required for recommendation to Finance and General Purposes.

Minuted at Part II.

2 News Bulletin

To discuss and resolve:

- a **The future creation and sign off process of the News Bulletin.**
- b **The future timetable for the publishing of the News Bulletin.**

Items 25-043.2.a and .b were dealt with at the same time. After a discussion it was decided:

- A regular news bulletin would be developed monthly; urgent bulletins would be posted on an ad-hoc basis as needed.
- Councillors should send article topics and wording to the Office.
- Cllr Morsley would proofread the news bulletin prior to publishing.
- An automated response would be created for those subscribing to the newsletter.

3 Benches

To discuss the proposal to:

- a **Procure and install two benches for the Alfred Palmer Memorial Trust to be installed at the Alfred Palmer Memorial Field.**

After a discussion that covered:

- The usual process for the Trust to approach the Council for support;
- The Committee taking the initiative to approach the Trust demonstrates the Council's proactive approach to improving the village and fostering positive collaboration between village organisations;
- Confirming that by gifting the benches to the Trust, the Council would not retain ongoing insurance responsibilities; and
- The style of the benches and confirming that a bench with armrests would better benefit older residents,

Cllr Morsley proposed that the Committee allocate a total budget of £2,500, inclusive of £200 for the installation of a concrete base for the table tennis table, for the purchase of two benches (option six from the estimate provided by Tactical Facilities) for the Alfred Palmer Memorial Field.

Cllr Lock seconded.

Resolved unanimously.

- b **Arrange the removal of the table tennis table from the Fairground and installation of said table tennis table to the Alfred Palmer Memorial Field.**

Dealt with at item 25/043.3.a.

4 Community Grants

To consider and resolve requests for Community Grants in the 2025/26 round of funding (£10,000 in the budget):

- a **Burghfield and Mortimer HandyBus – request for a grant of £1,500**
- b **Burghfield and Mortimer Volunteer Bureau- request for £1,500**
- c **Burghfield and Mortimer Toy Library- request for £480.00**
- d **Citizen's advice Bureau Tadley- request for £1,500.00**
- e **Greening Mortimer- request for £950.00**
- f **Mortimer and West End Cricket Club- request for £1,500.00**
- g **Mortimer Craft Club- request for £700.00**
- h **Mortimer Hobby Hall- request for £1,500.00**
- i **Mortimer Methodists Church- request for £1,500.00**
- j **Mortimer Schools PTFA- request for £1,500.00**
- k **Mortimer Table Tennis- request for £500.00**
- l **Mortimer Warm Welcome Space- request for £800.00**
- m **Oaks Childcare Club- request for £1,500.00**
- n **St John's Village Hall- request for £1,082.00**

Minuted at Part II.

5 Remembrance Day

To receive an update on the planned commemorations and agree further actions to be taken.

An update was received. It was further agreed to inform all Councillors of the need for additional volunteer marshals and to ensure that walkie-talkies and a PA system are available on the day.

6 Scarecrow Trail Sponsorship

To discuss and resolve the proposal for the Council to sponsor the Scarecrow Trail from the Community Committee budget by awarding £150.00 of prize money.

After a discussion covering the reasons for the Scarecrow Trail requiring additional sponsorship and recognising the importance of the event for the village, Cllr Strong proposed that the Parish Council sponsor the Scarecrow Trail with £150.00 of prize money.

Cllr Bridgman seconded.

Resolved unanimously.

25/044 Action Tracker

To review the Action Tracker, receive an update outlining actions taken since the last meeting, and consider further actions.

The Action Tracker was reviewed, with outstanding items discussed and further actions identified and noted.

25/045 Finance

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

Not needed.

25/046 Items for information only

None.

25/047 Minor matters

None.

25/048 Communications

To identify items for communicating if any.

The need for further News Bulletin topics was discussed.

25/049 Future agenda items

To identify specific future agenda items.

None.

Part II (if needed)

25/050 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 Morsley proposed to proceed into Part II,

Cllr Bridgman seconded.

Resolved unanimously.

1 Community Grants

To consider and resolve requests for Community Grants in the 2025/26 round of funding (£10,000 in the budget):

- a Burghfield and Mortimer HandyBus – request for a grant of £1,500
- b Burghfield and Mortimer Volunteer Bureau - request for £1,500
- c Burghfield and Mortimer Toy Library - request for £480.00
- d Citizen's advice Bureau Tadley - request for £1,500.00
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- j Mortimer Schools PTFA - request for £1,500.00
- k Mortimer Table Tennis - request for £500.00
- l Mortimer Warm Welcome Space - request for £800.00
- m Oaks Childcare Club - request for £1,500.00
- n St John's Village Hall - request for £1,082.00

It was noted that applications for £16,512 had been received against the budget of £10,000.

The applications were discussed at length and Cllr Bridgman proposed grants totalling £9,912:

- a Burghfield and Mortimer HandyBus – a grant of £1,500
- b Burghfield and Mortimer Volunteer Bureau - a grant of £1,000
- c Burghfield and Mortimer Toy Library - a grant of £480.00
- d Citizen's advice Bureau Tadley - a grant of £500
- e Greening Mortimer - a grant of £500
- f Mortimer and West End Cricket Club - a grant of £500
- g Mortimer Craft Club - a grant of £500
- h Mortimer Hobby Hall - a grant of £1,500.00

- i Mortimer Methodists Church - a grant of £500
- j Mortimer Schools PTFA - a grant of £1,000
- k Mortimer Table Tennis - a grant of £350
- l Mortimer Warm Welcome Space - a grant of £500
- m Oaks Childcare Club - no grant
- n St John's Village Hall - a grant of £1,082

Seconded by Cllr Morsley.

Resolved unanimously.

Cllr Bridgman proposed a time extension to 22:00 and Cllr Morsley seconded.

Resolved unanimously.

2 Budget 2026/2027

To consider the Community Committee Budget for 2026/2027 and agree the amounts required for recommendation to Finance and General Purposes.

The 2026/2027 Budget for the Community Committee was reviewed and updated.

Close

The meeting closed at 21:28

Date of next meeting: **29 January 2026.**

Miss Danielle Davis

17/10/2025