



Stratfield Mortimer Parish Council

Minutes of the Community Committee Meeting held at Mortimer Methodist Hall, 17 West End Road, Mortimer, RG7 3TB on Thursday 29 January 2026

These minutes are subject to approval

Present

Members

Cllrs G Bridgman, H Geary, D Kilshaw, M Lock, D Morsley (Chairman), R Saunders, K Strong, N Williams, and Mr J Hannawin (co-opted).

Officers of the Council

D Davis.

Public/Press

No members of the public or press attended

Commencement

The meeting commenced at 19:46

Part I

25/051 To receive any apologies for absence

Apologies were received from Cllr M Dennett.

25/052 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:

Cllr Saunders made a declaration with regard to RC Saunders, a family concern. As the relevant matters to be raised were for information only and no decisions would be taken, the Chairman advised that he could remain for the presentation of item 25/059 (see further below).

25/053 Public questions

None.

25/054 Minutes of last meeting

The Minutes of the Community meeting held on Thursday 16 October 2025 were received with no amendments and approved unanimously for signature by the Chairman as a true record of the meeting.

25/055 Chairman's remarks

The Chairman reported that there had been limited activity within the committee during the period, as capacity had been largely focused on several large-scale projects.

25/056 Items to be taken into private session

Not needed.

25/057 Steering Group and Working Party Reports

1 Climate and environment Steering Group

Cllr Morsley proposed that Stewart Child be co-opted onto the Climate and Environment Steering Group.

Resolved: That Stewart Child be co-opted onto the Climate and Environment Steering Group. The motion was carried unanimously.

25/058 Mortimer to Burghfield Cycleway

1 Report

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

The Council received a report on the Mortimer to Burghfield Cycleway project. It was noted that the tender has been awarded and that works are due to commence imminently.

2 Estimates and invoices

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

None.

25/059 Policies

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

- a Communications policy- to review the current policy and determine whether it can be removed due to policy amendments from Council incorporating its content.**

Cllr Bridgman provided background to the Communications Policy, explaining that following the adoption of the Facebook Policy and amendments to other Council policies, much of the Communications Policy content had been reallocated elsewhere. It was noted that the Communications Protocol is now incorporated within the Code of Conduct.

Cllr Bridgman took the Committee through the revised draft Communications Policy and explained the remaining content.

Cllr Morsley proposed that the Communications Policy be recommended to Full Council. Seconded by Cllr Bridgman.

Resolved unanimously.

25/060 Items for consideration

1 Community Award

- a **To consider and approve the proposed advertisement for the Community Award.**

The two proposed posters were reviewed. It was agreed that the black and gold design would be used. It was further agreed that the QR code would be placed on the website and would link to an online nomination form.

The Clerk will investigate the process for adding the Community Award nomination form to the Council's website to enable online submissions.

2 **Community Competition**

- a **To determine the competition arrangements, including eligibility criteria and prizes.**

The Committee discussed the Community Competition, noting that in recent years this had taken the form of an art competition.

It was agreed in principle that a photography competition would be more suitable for this year and was well received by the Committee. It was considered more accessible than painted artwork and likely to encourage wider participation.

The following proposals were discussed:

- Theme: The Spirit of Mortimer
- Age categories: Junior, Secondary and Sixth Form, Adult
- Prizes: £50 for each category, with runner-up prizes
- Judging: community voting via an online platform, such as the Council website or social media (e.g. "likes")

Further detail on arrangements and delivery to be confirmed.

ACTION:

- Clerk to arrange promotion materials.
- Clerk and Mr Hannawin to investigate and produce a way for the Community to vote on entries.

3 **Council Logo**

- a **To review the draft refreshed logo submission.**

The Committee reviewed the draft logo proposals and noted background input, including comments from the Mortimer History Society.

Cllr Morsley preferred not to include the church, citing possible confusion of association, and expressed a preference for the lion used in earlier drafts, with no motto included.

Cllr Saunders supported the earlier designs and suggested using a detailed lion for the website and letterhead, with a simplified version for print and merchandise.

It was noted that a vector version of the final design would be required.

The Committee agreed to proceed with the layout and proportions shown on page 3, incorporating the lion design from page 2.

ACTION:

- Cllr Strong to complete the design process.
- Cllr Saunders to vectorise approved final design.

b To agree whether to approve the design or identify any required amendments and next steps.

Minuted above.

4 Utility square

a To consider the recommendations of the Estate Management Committee regarding alternative uses for the Utility Square.

The Committee considered the recommendations of the Estate Management Committee. Following discussion, it was agreed that while a flagpole could be installed, flying a Union Jack at this time would be inappropriate but a flag with SMPC logo would be a good use when nothing else was there. It was noted that any flag used should be of suitable, good quality.

ACTION:

- Cllr Strong to investigate the Flagpole and Flag.

b To review and agree the proposed terms of use.

The proposal from Estate Management that the utility square could be used at no cost (beyond electricity used) for any non profit activities was endorsed

c To resolve any further actions.

ACTION:

- The Clerk to investigate a suitable secure cover for the Utility Square.
- The Clerk to await responses from the News Bulletin.

5 Village Questionnaire – October 2025

To review and discuss the analysis of responses from the village questionnaire delivered in October 2025.

The Committee reviewed and discussed the analysis of responses from the village questionnaire.

Support was noted for the idea of a Christmas market, although some respondents expressed concern that this could impact fundraising for other community groups. Cllr Morsley advised that discussions had taken place around the possibility of bringing together St John's School and the church, who currently run a Christmas fete and bazaar, to create a combined event supporting multiple causes. The school would not want to change its current event but would likely participate in a new event in addition.

Markets and festivals were discussed. Mr Hannawin suggested that an arts festival might be preferable to commercial enterprises as not locally available. It was agreed that Mr Hannawin would explore arts-based options and Cllr Kilshaw would explore market-based options.

Requests from the questionnaire for increased public meetings were noted, and it was acknowledged that this had been partially addressed through meetings

relating to the 350-house development but other topics should be considered in the future.

The concept of a Junior Parish Council was also noted for future consideration.

ACTIONS:

- Cllr Hannawin to investigate an Arts Festival.
- Cllr Kilshaw to Investigate a village market.

25/061 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.

25/062 Finance

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

Not needed.

25/063 Items for information only

None.

25/064 Minor matters

- It was noted that a mirrored SharePoint area should be created within the Committees section to hold agendas, minutes and meeting papers so that councillors not on the committee could access.
- Fees and charges on the Fairground were discussed, specifically the distinction between commercial and non-commercial use. The Community Committee agreed to recommend that charges be removed for small-scale regular activities (such as children's sports or exercise classes), with charges retained only for large-scale commercial events such as fairs and circuses. This recommendation is to be referred to the Estates Management Committee.
- Cllr Williams said he would investigate how we could engage Football Club youth (he thought not another trophy)

ACTIONS:

- The Clerk to amend SharePoint to hold Committee meeting papers and agenda so they become accessible to the whole of the Parish Council.
- Cllr Williams to investigate engagement with the Mortimer Football Club Youth.

25/065 Communications

To identify items for communicating if any.

It was agreed that the following items should be communicated:

- Community Award
- Community Competition

25/066 Future agenda items

To identify specific future agenda items.

None.

Close

The meeting closed at 21:20

Date of next meeting: **23 April 2026.**

Miss Danielle Davis

29/01/2026

DRAFT