



Stratfield Mortimer Parish Council Agenda

Members of the Estate Management Committee are Summoned to attend the Committee Meeting to be held at Mortimer Methodist Church Hall, 17 West End Road, Mortimer, RG7 3TB on Thursday 09 July 2026 at 19:30

PUBLIC AND MEDIA

Members of the public and media are welcome to attend.

Part I

26/001 To receive any apologies for absence [Chairman](#)

26/002 To receive any declarations of interest (if any) [Chairman](#)

To receive from Members - at this point or at any point during the meeting, and in respect of any items included on the agenda or discussed - the disclosure of any interest(s) in accordance with the Parish Council's Code of Conduct.

26/003 Public questions [Chairman](#)

26/004 Minutes of last meeting [Chairman](#)

To approve the Minutes of the Estate Management Committee meeting held on 16 April 2026.

26/005 Chairman's remarks (if any) [Chairman](#)

26/006 Clerk's Report [Clerk](#)

To receive a report from the Parish Clerk outlining actions taken following the meeting held on 16 April 2026 and other updates.

26/007 Items to be taken into private session [Chairman](#)

To determine which items, if any, of the Agenda should be taken with the public excluded.

26/008 Items for consideration

1 Policies [Chairman](#)

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

a To resolve:

i SMPC Cemetery Regulations v1.1

b To note:

i SMPC Fairground Hire – Agreement

- ii SMPC Fairground Hire - email wording re advertising a circus, fair, etc
- iii SMPC Fairground Hire - email wording re enquiry
- iv SMPC Fairground Hire - Terms and Conditions

2 Memorial Wall Plaques Clerk

To consider the report on the proposed memorial wall plaque supplier, ordering procedure and associated charges, and resolve:

- a Whether to appoint Haven Memorials as the preferred supplier for memorial wall plaques.
- b Whether to approve the proposed ordering procedure.
- c The fee to be charged to applicants for memorial wall plaques.
- d Whether to approve the inclusion of the memorial wall plaque fee within the Cemetery Fees and Charges Schedule.

3 Electrical Cabinet Remedial Works Clerk

To receive the updated quotation for the remedial works to the car park pole electrical cabinet, incorporating the Distribution Network Operator (DNO) alteration costs provided by Scottish and Southern Electricity Networks (SSEN), and to determine whether to accept the quotation and proceed with the works.

4 Tree Surveys 2026 - Chairman

To receive the 2026 Tree Condition and Hazard Survey reports and resolve:

- a Fairground
 - i The tree works to be undertaken.
 - ii The associated budget.
 - iii That the Clerk, in consultation with the Chairman of the Estate Management Committee, obtains quotations and places an order for the approved works.
- b Cemetery
 - iv The tree works to be undertaken.
 - v The associated budget.
 - vi That the Clerk, in consultation with the Chairman of the Estate Management Committee, obtains quotations and places an order for the approved works.
- c Windmill Common
 - i The tree works to be undertaken.
 - ii The associated budget.
 - iii That the Clerk, in consultation with the Chairman of the Estate Management Committee, obtains quotations, submits any necessary Tree Preservation Order applications to West Berkshire Council, and places an order for the approved works once any required consent has been obtained.

5 Fairground RoSPA Chairman

To receive the annual RoSPA report and agree any actions to be taken.

6 Community Defibrillator – Mortimer St Mary's School [Chairman](#)

To consider a request from The Mortimer Federation of St John's and St Mary's Schools for the Parish Council to fund, own and maintain an externally accessible community defibrillator at Mortimer St Mary's School, and to determine whether to support the proposal.

7 Grazing area – Dog Control Signage [Chairman](#)

To consider a request from a resident for additional signage on the Fairground to clarify that the area is a public open space for all users and to remind dog owners of their responsibility to keep dogs under control, including using a lead where appropriate, and to determine whether to install additional signage.

8 Fairground to Windmill Road Footpath [Chairman](#)

To review the condition of the footpath between the Fairground and Windmill Road, consider options for improving the surface due to seasonal waterlogging, and determine whether any improvement works should be undertaken.

9 West End Road EV Charging Proposal [Chairman](#)

To consider further correspondence from District Councillor Carter regarding the proposed EV charging bays at West End Road Car Park and resolve:

- a Whether the Committee supports, objects to, or makes no comment on the proposal.
- b Whether, if not supported, West Berkshire Council should explore a reduced scheme.

26/009 Action Tracker

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

26/010 Finance

1 Regular or previously authorised payments made - to note [Clerk](#)

To receive and note a summary (Schedules Cii)

2 Quarterly Budget Monitoring – to review [Clerk](#)

To receive and review the Committee Budget Tracker for Quarter 1.

26/011 Items for information only [Chairman](#)

26/012 Minor matters (if any) [Chairman](#)

26/013 Communications [Chairman](#)

To identify items for communicating if any.

26/014 Future agenda items [Chairman](#)

To identify specific future agenda items.

Part II (if needed)

26/015 Exclusion of Press and Public [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 item to be discussed.

Miss Danielle Davis

03/07/2026