

STRATFIELD SAYE PARISH COUNCIL

NOTICE OF MEETING

All Councillors are summoned to attend an ordinary meeting of Stratfield Saye Parish Council for the transaction of business as set out in the agenda below.

Date: Monday 1st December 2025
Location: Stratfield Saye Village Hall

Time: 7.30pm

Louise Webb
Clerk to Stratfield Saye Parish Council
Email: clerk@stratfieldsaye-pc.gov.uk

Members of the public and press are welcome to all meetings.

AGENDA

114.25	To receive and accept apologies for Absence
115.25	To receive any declaration of interest relevant to items on the agenda
116.25	To approve the minutes of the Stratfield Saye Parish Council meeting on 21 st October 2025
117.25	Public Participation. A maximum of three minutes is permitted for a member of the public to speak. Please read the Public Participation Policy before speaking.
	To Receive Reports
118.25	To receive reports from Borough Councillors.
119.25	To receive reports from County Councillors.
	Clerk's Report
120.25	To note that our annual membership of the ICO has been renewed.
121.25	To note that the Government has opened a public consultation on Local Government Reorganisation.
122.25	To note that a CIL report has been filed with BDBC and displayed on our website.
123.25	To note our application to Hampshire Forest Partnership for 18 elm trees for the Recreation Ground.
124.25	To confirm all decisions and actions taken under the Scheme of Delegation.
	Parish Matters

125.25	To receive an update on the proposed development of Bramley Meadows 1. A new National Planning Policy Framework (NPPF) has been announced to arrive before Christmas. It is expected that this will include a 'default yes' to new homes near train stations and changes in decision making for sites over 150 homes.
126.25	Update on the new War Memorial and Garden at the recreation ground. Resolution for expenditure for: - 1. Purchase of bark and planting of daffodil bulbs plus labour. 2. Purchase of edging plus labour. 3. Cleaning of the pavilion. 4. Purchase of a table tennis table 5. Estate to give the PC a licence to occupy the land behind the houses to regulate matters.
127.25	To discuss a new playground being installed in the recreation ground. s.106 monies of £1530 must be spent before March 2026. Resolution for expenditure.
128.25	To discuss the future of the pavilion.
129.25	To discuss a new defibrillator being installed in the village.
130.25	To discuss and agree tasks for the lengthsman
131.25	To discuss the Thames Water pumping station at West End Green
132.25	To discuss new governing documentation for the Parish Council and resolve on adoption of the same: - 1. Privacy Statement 2. Standing Orders - next meeting.
	Highways
133.25	
	Planning
134.25	To consider joining a new planning subscription service Gpeto AI at a cost of £125 for 6 months. Resolution for expenditure.
135.25	To note that BDBC has published a Local Plan Update - Draft spatial strategy
136.25	To consider applications received and resolve on recommendations to be made on planning applications contained on the Basingstoke and Deane Borough Council weekly lists (basingstoke.gov.uk) including any received after the agenda has been published. 1. Car port at Wigmore Farm - update from the Estate

	2. Planning Application Consultation for 25/02173/GPDADW at Lavells Farm West End Green Stratfield Saye Hampshire RG7 2DT. Application withdrawn and will be resubmitted once a biodiversity report has been obtained.		
	3. Planning Application Consultation for 25/02703/HSE at Springfield House Mortimer Lane West End Green Stratfield Saye Hampshire. Conversion of existing integral garage into two habitable rooms retaining off-street parking provision within the driveway.		
	Finance		
137.25	To resolve to transfer £6,192.59 CIL money to the high interest savings account. To discuss and agree what to do with this money. Resolution for expenditure.		
138.25	To confirm payments made and received since last meeting.		
139.25	To authorise any requests for payment due before the next meeting.		
140.25	To note the current financial situation and sign the Bank Reconciliations.		
141.25	To consider and agree the precept budget for 2026/2027.		
142.25	To agree the date of the meetings in 2026. <div> <div>23rd Feb 2026</div> <div>7.30pm</div> <div>Ordinary Meeting</div> </div> <div> <div>11th May 2026</div> <div>7.30pm</div> <div>AGM & Ordinary meeting</div> </div> <div> <div>5th October 2026</div> <div>7.30pm</div> <div>Ordinary Meeting</div> </div> <div> <div>7th December 2026</div> <div>7.30pm</div> <div>Ordinary Meeting</div> </div>		
143.25	Closing.		



Playcrete

Playcrete
Abingdon, OX14 5EZ
01235 534359
wendy@playcrete.com
www.playcrete.com

Outdoor Concrete Table Tennis Quotation

20/10/2025

Stratfield Saye Parish Council

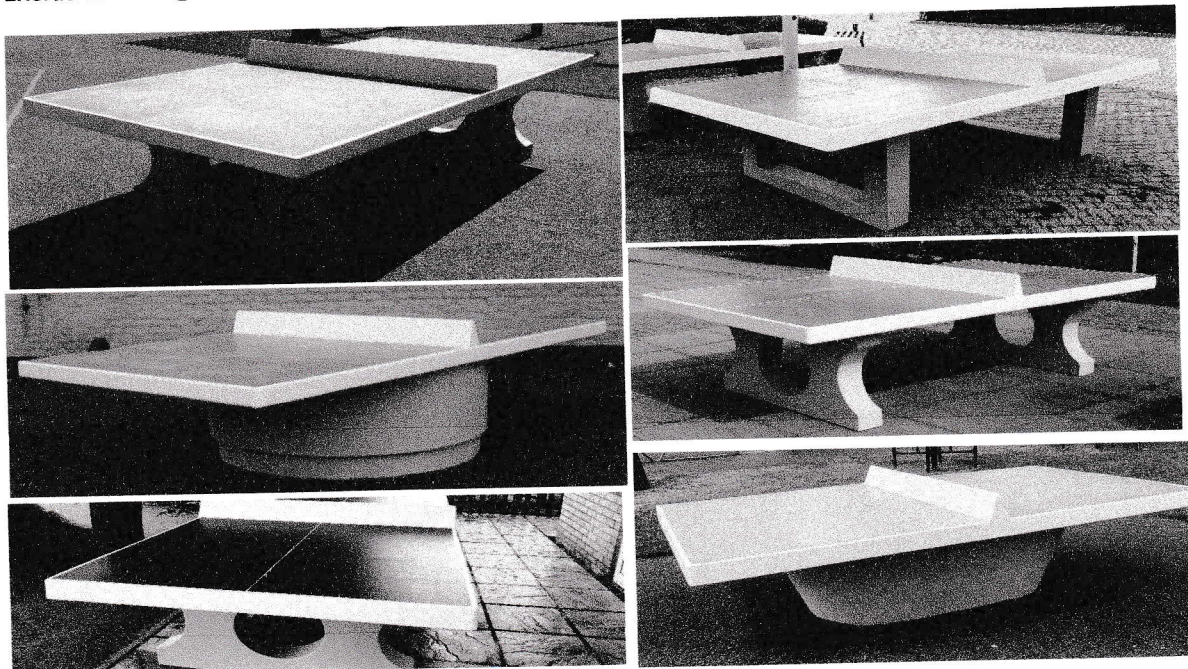
Quote No: WD/25/2616

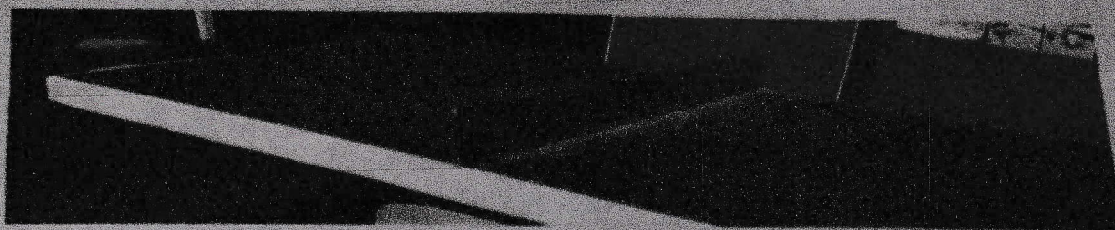
Standard table with delivery on hiab lorry	Cost/table	Qty	Total
Grey table tennis table	£ 2,450.00	1	£ 2,450.00

Optional extras per table	Cost/table	Qty	Total
Personalisation wrap	£600.00		£0.00
Red coloured concrete	£350.00		£0.00
Green coloured concrete	£425.00		£0.00
Painted finish	£600.00		£0.00
Polished concrete top	£3,500.00		£0.00
Round base	£500.00		£0.00
Oval base	£500.00		£0.00
Metal net	£520.00		£0.00

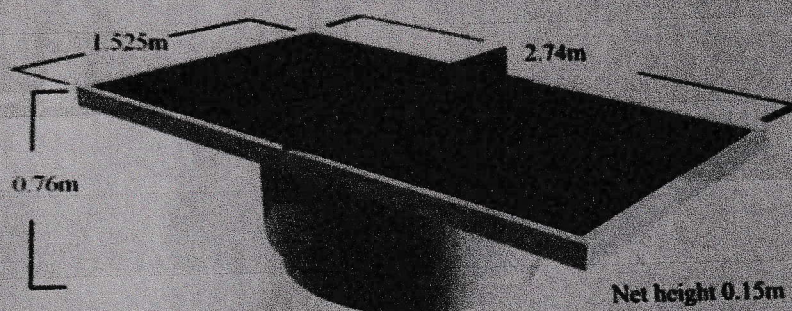
Total for order			£2,450.00
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Excludes VAT @ 20%. All tables with rounded corners. Quote valid for 15 days only.




[HOME](#)
[Concrete Table Tennis](#)
[Boulders](#)
[Skateparks](#)
[Scooter Parks](#)
[Climbing Walls](#)

Dimensions of Our Outdoor Table Tennis Tables


[Colours](#)
[Gallery](#)
[» Dimensions](#)
[Pricing](#)
[How to Play Ping Pong](#)
[Useful Links](#)
[Playcrete](#)
[Tame Street](#)
[Stalybridge](#)
[SK15 1ST](#)

Phone: +44 1235 534 :

E-mail address:

andy@playcrete.com

Dimensions are to International Competition Size:

Concrete Table

2740mm Long

1525mm Wide

760mm High

Net

152.5mm Wigh (That's exactly 6 inches!)

6mm Thick

1525 Wide (No overhang unless requested)

Height of Table

730mm is the standard height. We can set the table at a lower height for younger players. We recommend 620mm for primary schools.

Free area Around the table

Ideally a space 8m by 4m is recommended for each outdoor table but this can be comfortably reduced to 6m by 3m for social playing.

3m of clear air space is required above the table. We do not recommend siting immediately below trees.

We design and make our tables in the UK

Most people who contact us by phone!

PLAYCRETE

Call now: 01235 534 :

Share

Contact us: [contact fr](#)

£1,450 + VAT
KAC AREA
WITH LINES.

STRATFIELD SAYE PARISH COUNCIL

APPENDIX A – Decisions made under the Scheme of Delegation

Planning Decisions made under the Scheme of Delegation

Date	10 th November 2025
Full Council	Yes
Proposal	Planning Application Consultation for 25/02399/LDEU at Purdues Cottage Mortimer Lane Fair Oak Green Stratfield Saye Hampshire for a Certificate of Lawfulness for the existing use of a strip of land to the North/West boundary of property as residential garden land.
Interests declared	No
Vote & Decision	Vote not required as no comments received

Payments made under the Scheme of Delegation

TO	ITEM	Approval/Paid	AMOUNT - £
SSE	Invoice	2 nd October 2025 In favour (7) Against (0)	51.42
Bibby	Invoice	13 th October 2025 In favour (7) Against (0)	130.00
SSE	Invoice	13 th October 2025 In favour (7) Against (0)	13.25
Bibby	Invoice	29 th October 2025 In favour (7) Against (0)	130.00
Castle Water	Invoice	29 th October 2025 In favour (7) Against (0)	12.88
SSE	Invoice	10 th November 2025 In favour (7) Against (0)	53.24
Castle Water	Invoice	10 th November 2025 In favour (7) Against (0)	16.20
Vision ICT	Invoice	10 th November 2025 In favour (7) Against (0)	20.00
HCC	Invoice	10 th November 2025 In favour (7) Against (0)	984.00

STRATFIELD SAYE PARISH COUNCIL

APPENDIX B – Draft Privacy Statement

Stratfield Saye Parish Council Parish Council
Privacy Statement

This notice provides information on how we collect, use and keep personal information. We are required to collect and use your personal information to provide services. Most of the services we provide are statutory. This means there will be legislation in place which will set out what information we need from you and what we can do with it. In some cases, you will need to provide us with information because you want to enter a contract with us.

1. Your personal data – what is it?

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by the General Data Protection Regulation (the "GDPR").

2. Who are we?

Stratfield Saye Parish Council is the data controller (contact details below). This means it decides how your personal data is processed and for what purposes.

3. How do we process your personal data?

Stratfield Saye Parish Council complies with its obligations under the "GDPR" by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data. We use your personal data for the following purposes: -

- To carry out our legal duties and obligations as a Parish Council
- To manage our employees and volunteers;
- To maintain our own accounts and records
- To inform you of news, events, and activities in the parish.

4. What is the legal basis for processing your personal data?

Explicit consent of the data subject so that we can keep you informed about news, events and activities. Processing is necessary for carrying out obligations under employment, social security or social protection law, or a collective agreement. Processing is carried out ensuring there is no disclosure to a third party without consent.

5. Sharing your personal data

Your personal data will be treated as strictly confidential. In some cases, we will share your data with other organisations. We will only do this where we have a lawful

reason to. When we collect your data, we will let you know who we will share it with.

6. How long do we keep your personal data?

We will endeavour to keep data only for as long as we need it. This means that we will delete it when it is no longer needed. However, we will keep some records permanently if we are legally required to do so. We may keep some other records for an extended period of time. For example, it is currently best practice to keep financial records for a minimum period of 8 years to support HMRC audits or provide tax information. We may have legal obligations to retain some data in connection with our statutory obligations as a public authority.

7. Your rights and your personal data

You can ask to see what data we hold about you and ask to be sent a copy. This is called a Subject Access. This will be free of charge unless there is a lot of work or a lot of photocopying or postage, which we are allowed to charge a reasonable fee for.

You can also ask us to:

- Correct your data if you think it is wrong
- Stop using your data if you think we should no longer be using it
- Stop using your data if you think it is inaccurate, until it is put right
- Ask that no automated processing takes place with your data
- Ask for any automated portable electronic data file we hold on you to be sent to another organisation
- Consider any complaint you have about how we have used your data

8. Further processing

If we wish to use your personal data for a new purpose, not covered by this Data Protection Notice, then we will provide you with a new notice explaining this new use prior to commencing the processing and setting out the relevant purposes and processing conditions. Where and whenever necessary, we will seek your prior consent to the new processing.

9. Contact Details

To exercise all relevant rights, queries or complaints please in the first instance contact the Clerk to Stratfield Saye Parish Council

Oakridge
New Street
Stratfield Saye
Reading
RG7 2EJ
clerk@stratfieldsaye-pc.gov.uk
Tel: 07771 727547

If you are unhappy with how the Parish Council has answered your complaint, you can contact the Information Commissioner's Office at

Wycliffe House,

Water Lane,

Wilmslow,

Cheshire.

SK9 5AF

<https://ico.org.uk/global/contact-us/email/> Tel: 0303 123 1113

Date approved

Minute number

Date for review

STRATFIELD SAYE PARISH COUNCIL

APPENDIX C – Payments made

TO	ITEM	DATE	AMOUNT - £
SSE	Invoice	2 nd October 2025	51.42
Service Charge	Santander	3 rd October 2025	4.25
BDO	Invoice	13 th October 2025	252.00
Bibby	Invoice	13 th October 2025	130.00
SSE	Invoice	13 th October 2025	13.25
Bibby	Invoice	29 th October 2025	130.00
Castle Water	Invoice	29 th October 2025	12.88
SSPC	Transfer	29 th October 2025	6192.50
Service Charge	Santander	3 rd November 2025	4.25
SSE	Invoice	10 th November 2025	53.24
Castle Water	Invoice	10 th November 2025	16.20
James Christmas	Gift	10 th November 2025	50.00
Vision ICT	Invoice	10 th November 2025	20.00
HCC	Invoice	10 th November 2025	984.00
ICO	Subscription	24 th November 2025	47.00
		TOTAL	7960.99

Payments received

FROM	ITEM	METHOD	AMOUNT
R. McKeller	Gift - traffic survey	Bank transfer	820
BDBC	CIL	Bank transfer	6192.50
		TOTAL	7012.50

STRATFIELD SAYE PARISH COUNCIL

APPENDIX D - Payments to be made before next meeting

FROM	ITEM	INVOICE No	METHOD	AMOUNT
Louise Webb	Expenses	Display stand	Bank Payment	10.99
Louise Webb	Expensess	Poppies - wreath and lamp posts	Bank Payment	114.99
			TOTAL	£125.98

From: Poppy Shop UK poppyshop@britishlegion.org.uk
Subject: We've got your order, 12002308561
Date: 17 October 2025 at 11:16
To: louise.webb@me.com



Order # 12002308561
10/17/2025

Dear Matthew,

Thank you for purchasing from the Poppy Shop. Every order directly supports our Armed Forces community, with 100% of the profits supporting the work of the Royal British Legion.

We're getting your order ready for dispatch and will let you know when it's on its way.

[View your order](#)

Order summary



Medium Poppy Wreath (Type B) x 1 £19.99



Free Leaflet x 1 £0.00



Large Poppy - Pack of 20 x 1 £95.00

Subtotal	£114.99
UK Free Delivery	£0.00
VAT	£19.16
Total	£114.99

Payment Information

Paypal	£114.99
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LOUISE PEARSON
OAKRIDGE, NEW STREET STRATFIELD SAYE
READING, BERKSHIRE, RG7 2EJ
GB

Paid
Payment reference ID 9Y2ZZM0COR01
Sold by XiaMen MoMeng XinXiJiShu YouXianGongSi

Invoice date

20.10.2025

Invoice #

DS-AEU-INV-GB-2025-579381063

Total payable

£10.99

VAT declared by	Amazon EU S.a.r.L.
VAT #	GB727255821

For customer support visit www.amazon.co.uk/contact-us

Billing address	Delivery address	Sold by
Louise Pearson OAKRIDGE, NEW STREET STRATFIELD SAYE READING, Berkshire, RG7 2EJ GB	Mr Matt Webb OAKRIDGE NEW STREET STRATFIELD SAYE, RG7 2EJ GB	XiaMen MoMeng XinXiJiShu YouXianGongSi HongWenWuLi61Hao215Shi XiaMenShi, SiMingQu, FuJianSheng, 361000 CN

Order information

Order date	19.10.2025
Order #	026-5701248-0631519

Invoice details

Description	Qty	Unit price (excl. VAT)	VAT rate	Unit price (incl. VAT)	Item subtotal (incl. VAT)
Jucoan 2 Pack 15 Inch/38cm Iron Display Stand, Large Black Easel Plate Holder Stand for Displaying Pictures Frame, Plates, Books Arts, Home Decor B08LTKWX5Y ASIN: B08LTKWX5Y	1	£9.16	20%	£10.99	£10.99
Shipping Charges		£0.00		£0.00	£0.00
Invoice total					£10.99
		VAT rate	Item subtotal (excl. VAT)	VAT subtotal	
		20%	£9.16	£1.83	
Total			£9.16	£1.83	

Amazon encourages customers to help protect the environment by recycling old or unwanted electrical products. Find out where you can recycle them at recycle-more.co.uk

STRATFIELD SAYE PARISH COUNCIL

APPENDIX E – Current Financial Situation

12:27



COMMUNITY ACCOUNT - 0654
£7,240.79

Search

September	October	November
29 Oct 25		£7,595.48
STRATFIELD SAYE PA		- £6,192.50
29 Oct 25		£13,787.98
CASTLE WATER		- £12.88
29 Oct 25		£13,800.86
BIBBY COMMERCIAL F		- £130.00
27 Oct 25		£13,930.86
BASINGSTOKE & DEAN		+ £6,192.50
13 Oct 25		£7,738.36
SSE ENERGY SOLUTIO		- £13.25
13 Oct 25		£7,751.61
BIBBY COMMERCIAL F		- £130.00
13 Oct 25		£7,881.61
BDO CO LTD		- £252.00
03 Oct 25		£8,133.61
SERVICE CHARGES		- £4.25
02 Oct 25		£8,137.86
SSE ENERGY SOLUTIO		- £51.42
In	<div></div>	+ £6,192.50
Out	<div></div>	- £6,786.30



Home



Apply



Payments



Support



Cards

12:25



COMMUNITY ACCOUNT - 0654

£7,240.79



Search

October

November

24 Nov 25

£7,240.79

ICO

- £47.00

10 Nov 25

£7,287.79

HAMPSHIRE COUNTY C

- £984.00

10 Nov 25

£8,271.79

VISION ICT

- £20.00

10 Nov 25

£8,291.79

JMES CHRISTMAS

- £50.00

10 Nov 25

£8,341.79

CASTLE WATER

- £16.20

10 Nov 25

£8,357.99

SSE ENERGY SOLUTIO

- £53.24

03 Nov 25

£8,411.23

SERVICE CHARGES

- £4.25

03 Nov 25

£8,415.48

R MCKELLAR

+ £820.00

In



+ £820.00

Out



- £1,174.69



Home



Apply



Payments



Support



Cards

STRATFIELD SAYE PARISH COUNCIL

APPENDIX F - Bank Reconciliations

BANK RECONCILLIATION FOR THE MONTH OF OCTOBER 2025

LLOYD'S BANK BALANCE AS AT	31/10/2025	7595.48
MINUS UNREPRESENTED CHEQUES		<u>0</u>
		7595.48
ADD INCOME NOT YET BANKED		<u>0</u>
TOTAL		7595.48

CASH BOOK RECONCILLIATION

BALANCE PER CASH BOOK IS	7595.48
DIFFERENCE EXCLUDING ADJUSTMENTS	
IS	<u>0</u>
UNRECONCILED DIFFERENCE IS	<u>0</u>

BANK RECONCILLIATION FOR THE MONTH OF NOVEMBER 2025

LLOYD'S BANK BALANCE AS AT	30/11/2025	7240.79
MINUS UNREPRESENTED CHEQUES		<u>0</u>
		7240.79
ADD INCOME NOT YET BANKED		<u>0</u>
TOTAL		7240.79

CASH BOOK RECONCILLIATION

BALANCE PER CASH BOOK IS	7240.79
DIFFERENCE EXCLUDING ADJUSTMENTS	
IS	<u>0</u>
UNRECONCILED DIFFERENCE IS	<u>0</u>

****Balance of Instant Access Savings Account at 30/11/25 is £17,618.42****

STRATFIELD SAYE PARISH COUNCIL

APPENDIX G - Draft Precept Budget for 2026/202

STRATFIELD SAVE ESTIMATED EXPENDITURE APRIL 2026 TO MARCH 2027

Cash Book prediction 1.4.26

5,740.00

Current bank balance
LESS amount to be spent this yr

7240
1500
5740 TOTAL

EXPENDITURE	Actual Costs 2023-24	Actual Costs 2024-25	Budget 2025-26	Estimate for 2026/2027	NOTE	
Electricity	600	400	400	400	no change	
Water	150	165	165	165	no change	
Defibs	0	0	0	592	pads and batteries x 2	
Sewage	200	200	200	200	Needs emptying after work	
Defib cabinet	0	0	0	525	for new defib	
Fire Extinguisher Inspection	190	200	220	200	reduction - 10%	
Pest Control	300	0	0	0		
Grass cutting	720	780	840	1375	new service provider + 10%	
Hall hire	200	160	280	280	2 x extra meetings	
Expenses/postage	100	25	25	25	Nominal	
Coffee Mornings	130	130	130	130	No change	
Chairman Allowance	50	50	50	50	No change	
Insurance	977	1100	1210	1210	no change	
Internal auditor	215	230	260	330	Actual figure paid + 10%	
Vision ICT	500	600	500	500	no change	
Subscriptions	263	400	350	500	HALC, ICO + planning AI	
service charges bank a/c				50	new charge from Santander	

Recreation Ground Garden	0	0	12,500	0	Memorial Garden	
		TOTAL			6532	

PLUS RECEIPTS			Estimate	
VAT refund			1000	
Precept			4300	
Grass cutting grant			365	
		TOTAL	5665.2	

Actual figure to be agreed by councillors

Cash Book prediction 1.4.26			5,740	
		LESS	6532	
		ADD	5665	
Cash Book prediction 31.3.27		TOTAL	4873	

HISTORY		£	+/-	NOTE
2020/2021 precept		4130	0	
2021/2022 precept		4130	0	
2022/2023 precept		4130	0	
2023/2024 precept		3900	(loss of £1323)	
2024/2025 precept		3900	(loss of £5068)	
2025/2026 precept		4300	400	
2026/2027 precept		4300	(loss of £867)	

Actual figure to be agreed by councillors