



Stratfield Mortimer Parish Council Agenda

**Members of the Finance and General Purposes Committee are
Summoned to attend the Committee Meeting to be held online on
Tuesday 29th September 2020 at 7.30pm**

Members of the public and press are welcome to attend.

The link to the meeting is https://teams.microsoft.com/l/meetup-join/19%3ameeting_YjMyYWUzYjMtZWNiNy00YTViLTgzMDktYTFjNTczOGM3NTQx%40thread.v2/0?context=%7b%22Tid%22%3a%22bb6846d2-0353-4961-96ad-6a9a8ceeef3e%22%2c%22Oid%22%3a%2218f222d3-1242-4a52-ae82-6ff63c1b1d63%22%7d

Login details may also be found at www.stratfield-mortimer.gov.uk. Alternatively, please contact the Clerk by phoning 0118 9331955 or email the.clerk@stratfield-mortimer.gov.uk.

Please note that online meetings may be recorded, and your attendance/participation implies consent.

Part I

20/027 Public Questions (for agenda items only) - MD

20/028 To receive any apologies for absence - MD

20/029 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 in line with the Parish Council's Code of Conduct and gifts and hospitality in line with Government legislation - **MD**
Members are reminded that if they declare an interest they may have to leave immediately after having made representations, given evidence, or answered questions and before the debate starts unless he/she has obtained a dispensation.

20/030 Minutes of Last Meeting

To resolve to APPROVE the Minutes of the Finance and General Purposes Committee Meeting of the 21st July 2020 - **MD**

20/031 Clerk's Report

To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 21st July 2020 and other updates. Appendix 20/031 circulated - **Clerk**

20/032 Items to be taken into private session

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

20/033 Committee and Working Party/Group Reports

Strategy Working Party – DM

20/034 Items for Consideration and Resolution

1. Budget 2021/22 - RFO

To AGREE the approach and timetable for the preparation of the 2021/22 budget for presentation to Full Council on the 8th October 2020.

2. Review of Policies - MD

To AGREE the procedure for reviewing:

1. Standing Orders
2. Financial Regulations
3. Fly Posting and Advertising Policy
4. Committee Terms of Reference
5. Communications Policy

3. Newsletter – MD

To review the status of the next newsletter and AGREE any actions required accordingly.

4. Remote Meetings - MD

To review the remote meeting process and AGREE any changes to be made.

5. Pillbox - Clerk

To review and AGREE the Heads of Terms and site plan for the pillbox for recommendation to Full Council on the 8th October 2020.

6. Website - MD

To consider and AGREE the supplier for the new website"

20/035 Items for information only

Minor Matters - MD

20/036 Finance

1. Accounts to 31st August 2020 – RFO

To receive and APPROVE the Income and Expenditure Report and the Balance Sheet for presentation to Full Council on the 8th October 2020

2. Bank Reconciliation - CL

To receive and note the report for the period 1st April 2020 – 30th June 2020.

3. Committee Budgets – COMMITTEE CHAIRS

To review spend to date and planned activity and spending for the remainder of the year, compared to the 2020/21 itemised budget.

20/037 Communications

To identify items for communicating - **MD**.

20/038 Future Agenda Items

To identify future agenda items - **MD**

20/039 Exclusion of Press and Public

To pass a resolution under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, to exclude members of the press and public from the meeting at Part II, items identified at 20/032 on the Agenda, due to the confidential nature of the business to be transacted - **MD**.

Mrs. L. Hannawin, Clerk
24/09/2020