



Stratfield Mortimer Parish Council

Draft Minutes of the Extraordinary Parish Council Meeting

held on 25th June 2015 @ 7.30 pm

at Mortimer Methodist Hall, West End Road, Mortimer

Present: Cllrs: M. Dennett (Chairman), P. Blagden, J. Bull, P. Challis, A. Colaco, N. Kiley, C. Lewis, M. Lock, A. Philips, A. Richardson and P. Wingfield.

One member of the public and press.

Cllr. Lewis offered to take the minutes for the meeting and this was accepted.

The meeting commenced at 7.30 pm.

15/127 **Public Questions:** There were no questions.

15/128 **To receive any apologies for absence:** Cllrs. A. Butcher, N. Carter and J. Earl.

15/129 **To receive any declarations of interest and dispensations:** None.

15/130 **To resolve to approve Minutes of the Parish Council Meeting of 21st May 2015:** The following corrections were agreed:

1. Minute book page numbering was inserted.
2. 15/105 should include a line break.
3. 15/110 is as stated.

15/131 **To receive Acting Clerk's update (for information only)**

1. Re. 15/125, the early work on the Fairground was not carried out by the Council's contractors.
2. The Council has been advised to be aware of possible future activity by travellers.

15/132 **To receive Internal Audit Report of 15.06.2015**

Following her visit on 15 June, the internal auditor had submitted her report. This stated that:

- a) a few orders for expenditure on the neighbourhood development plan had been made without the involvement of the clerk, thus not complying with the financial regulations. Procedures have been tightened in this area and it is important that controls are maintained in this area.
- b) subject to the Council agreeing the assurance statement, the internal audit report will be unqualified.

15/133 **To approve and confirm that the Accounts for the Year 2014/15 present fairly the financial position of Stratfield Mortimer Parish Council.**

1. The accounts had been previously circulated to all Councillors.
2. On the handwritten accounting statement the balance brought forward should be £131,518 and not £131,158; this does not affect the subsequent arithmetic.
3. Cllr. Dennett had taken advice from Berkshire Association of Local Councils and subsequently spoken to the external auditor (Mazers LLP) who confirmed that it was in order for him to sign the relevant sections of the accounts both as Chairman and Acting Responsible Financial Officer.
4. On question 8 of the governance statement there was a general discussion about events taking place after the year end. It was agreed that there was a non-adjusting event and a note to this effect would be sent to the external auditor.

5. It was proposed by Cllr. Dennett and seconded by Cllr. Philips that the following documents should be signed:
- a. Balance sheet.
 - b. Accounting statement.
 - c. Annual governance statement which was read through on a line by line basis.

This was carried unanimously and Cllr Dennett signed the documents.

15/134 **Informal unveiling ceremony at Morden Close.**

This will take place at 12 noon on Friday 10th July 2015. Cllr Kiley will arrange for a photograph to be taken with a view to including this in the next Newsletter.

- 15/135 **To resolve a representation to the Charity Commission regarding Garth Hall.** The Charity Commission had issued a draft scheme which included the clause that if Garth Hall was sold, the proceeds would be split 50:50 between the British Legion and the YMCA. It was agreed that in principle that the Council had no objection to the land being sold but the beneficiaries should be based in the village; this is contrary to the current proposal. It was proposed by Cllr. Wingfield and seconded by Cllr. Richardson that Cllrs Dennett, Lewis and Philips should draft an e-mail of objection to the Charity Commission to be submitted by the Acting Clerk. This was carried unanimously

- 15/136 **Finance – To resolve to agree accounts for payment in June:** In accordance with the Council's Financial Regulations the following items for payment were considered together. It was proposed by Cllr Dennett, seconded by Cllr Richardson and unanimously agreed that the following payments should be made.

1. Rialtas Business Solutions, annual fee for accounting software, £132.20 including VAT
2. D. M. Snyder, NDP raffle prize, £100.00.

- 15/137 **To receive correspondence.** None

- 15/138 **To receive minor matters.** The Alan Thorpe cricket game is scheduled for 27th June 2015.

- 15/139 **To receive any future Agenda items.** Cllr. Lock advised that free home to school transport could become an issue in the future.