



Stratfield Mortimer Parish Council

Minutes of the Finance and General Purposes Committee Meeting

held on 5th September 2016 @ 7.00 pm

at The Parish Council Office, 27 Victoria Road, Mortimer. RG7 3SH

Present:

Councillors: Cllr. M. Dennett (Chairman), Cllr. J. Earl, Cllr. A. Butcher, Cllr. D. Ives, Cllr N. Kiley, Cllr. A. Richardson, Cllr. P. Wingfield.

Clerk: Haydn Selwyn-Jones – Parish Clerk

Public/Press: No members of the public and no members of the press present.

16/19	Public Questions None	
16/20	To receive any apologies for absence Apologies were received from Cllr. P. Blagden	
16/21	To receive any declarations of interest and dispensations None	
16/22	Financial Report The Clerk presented the Financial reports for July 2016 which were received and APPROVED for presentation to Full Council on 8 th September 2016 subject to the Clerk's Financial Notes report being expanded with more detail. The Queens 90 th Birthday Celebrations Income & Expenditure against budgets report was also received and APPROVED for presentation to Full Council on 8 th September 2016 subject to the budget for item "Part payment of poster costs" is amended to "£0.00" as no budget was actually set.	
16/23	Communications Policy The draft Communications Policy, prepared by the Clerk, was received and, after discussion, it was AGREED not to present this to Full Council on 8 th September 2016 as planned and in order to re-write the Policy document more as a Guidelines document reflecting communications with the Press and Media and other areas of communications with the public and other bodies.	
16/24	Minor matters for information only i. The Clerk advised that the External Auditors had written to advise that the audited annual return would be issued shortly, with nothing to report. ii. Cllr. P. Winkfield commented on the possible use by MVP of SMPC's Survey Monkey licence to send out questionnaires regarding delivery of a Parish Plan. The Clerk and Chairman advised this was under review and would be responded to shortly.	
16/25	Future Agenda Items Cllr A. Richardson asked that the opportunity to discuss F&GP's devolved authority to act as the Council's Human Resources group be placed on the next Agenda.	

The meeting closed at 8:03 pm.