



Stratfield Mortimer Parish Council

Finance & General Purposes Meeting

Meeting held on Thursday 23rd February 2012 in The Parish Office, Victoria Road, Mortimer at 7:30 pm

Present: Cllrs: R Barker (Chairman), D Ives, D Morsley, J Morden, P Wingfield, G Puddephatt, P Blagden and the Clerk

1. **Apologies:** None
2. **To receive Declarations of Interest:** None.
3. **To receive financial update from the RFO:** The Clerk advised that the financial position as at the end of December 2011 is in accordance with the budget.
4. **To consider review of SMPC adopted Risk Assessment Policy:** It was agreed to review the current Risk Assessment Policy against current practice and other SMPC policies and this will be reviewed at a future meeting.
5. **To consider arrangements for the next Annual Parish Meeting and amendments to the Annual Parish Meeting Guidance Notes:** The Committee reviewed the Annual Guidance Notes that were adopted on the 8.9.2011 and a few minor amendments were made and the revised document will be put to the next Parish Council Meeting for re-adoption. The format for the forthcoming APM was discussed.
To receive update on trial of advertising on the public notice boards and consider the way forward: Cllr Morsley has analysed the notices that have been taken off the notice boards over the last few months and in light of what had been learned from this process it was agreed to trial the following:
 - Dated event advertisements - to stay on the boards until the event has passed
 - Undated event advertisements - the Custodian to write the date on them and then remove the advert 2 weeks later.This trial is to be advised in the next Newsletter. The Clerk to write to the two organisations/any organisations that consistently do not remove their adverts after their events and ask them to do so in future.
7. **To consider the Parish Council's position on SMPC appointed representatives on outside organisations:** It was agreed that all Parish Council nominees on outside organisations must be made aware that they are there as individuals and not representing the interests of the Parish Council and therefore are not covered by the Parish Council's indemnity insurance. The exception to this is the Willink Leisure Centre Joint Advisory Committee where the financial interests of the Parish Council are being represented.

Meeting closed at 9:20 p.m.