



## Stratfield Mortimer Parish Council

### Finance & General Purposes Meeting

Meeting held on Tuesday 19 September 2013 in The Parish Office, Victoria Road, Mortimer at 2:00 pm

**Present:**

Councillors: P Wingfield (Chairman), D Ives, D Morsley, M Dennett, P Blagden,

Clerk: Mrs J Kirk

Public/Press: None

01. **To receive any apologies:** Cllr J Morden
02. **To receive any Declarations of Interest:** None
03. **To receive a financial update from The Clerk:**  
The Clerk confirmed that as at 31.07.2013 all areas of expenditure are within the Council's adopted budget (this included staffing costs). The earmarked funds for the Cemetery extension currently stands at £16,942 after expenditure of £1,200. The current available balance in the earmarked s106 Account is £2,504.20. This total includes new monies received in May and August of £3,293.87 and expenditure on the new swings of £7,195.00.
04. **To receive update on the Parish Council Bankers:** Further to the previous Committee Minutes an Association of Local Councils warned on the 17 September that if the restructuring plan put together by the Co-Op Bank does not go to plan then member councils may need to review any funds they have with the Co-op Bank and ensure that they can still access those reserves if problems arise and it might be prudent to move funds. Parish Councils are not covered by the FSCS (£85,000) deposit guarantee. It was therefore unanimously agreed to open an account with the Nat West Bank and move a large portion of the Council's working capital from the Co-Op Bank. The Clerk and Cllr Wingfield are to look into this as a matter of urgency.
05. **To discuss vacancy of Custodian including variation in current job specification and advertising the vacancy:** As reported to the September Parish Council Meeting Mr Mark Bradberry, the Parish Custodian had given in his notice. The Committee reviewed the current job specification for a Custodian. The Clerk advised that a quotation had been obtained from West Berkshire Council for a weekly empty of the 10 bins on the Fairground at a current cost of £44.34 per year (£49.66 from 1.4.14) and it was agreed to ask the Clerk to set this up now. This will be a consistent service throughout the year and any additional bin emptying (i.e. in the summer) can be carried out by the Custodian as well as litter picking. A quotation for WBC to carry out a weekly inspection of the play equipment on the Fairground will cost £321.06 per annum (£359.58 from 1.4.14) and it was again agreed to ask the Clerk to set this up.
06. **To discuss procedures for implementing the conditions for the Cemetery Extension in line with the Lease and Planning Consent:** Cllr Morsley confirmed that she had looked at the Lease and the Planning Consent from WBC. The boundary of the extension needs to be marked out and a fence erected and an access gate from the existing to the new extension needs to be installed. The Clerk was asked in the first instance to approach Englefield Estate in order to

mark out the plot and then quotations will need to be obtained for the installation works for the fencing and gate etc.

07. **To discuss the position of the MVP Face Book vis a vis The Parish Council:** Cllr Morsley advised the Committee of the kind of discussion that is appearing on the MVP Face Book page. It was agreed that the Parish Council could not actually respond on the MVP Face Book and that it was important that a Councillor did not respond personally on behalf of the Council. It was also agreed that the Parish Council would look into whether to have its own Facebook page.  
3:30pm. Cllr Morsley apologised and left the meeting.
08. **To receive update and way forward for Garth Hall:** There was nothing further to update following the Parish Council Meeting.
09. **To consider further actions with regard to the Alfred Palmer Memorial Field:** Further to Minute Number 13/145 of the full Parish Council Meeting on the 12 September the exact wording of the letter to the Alfred Palmer Memorial Field Trustees was agreed and the Clerk was asked to action this. The headings/bullet points for an article re the APMF in the Parish Council Newsletter in October 2013 were agreed. These were
  - History of the Field/Trust
  - Who are the beneficiaries including what their rights are
  - The present situation with the Trust and management of the field in conjunction with what the situation was like a year ago.
  - Future proposals
  - What the Parish Council is doing about it.
10. **To receive report on drug use on the Fairground:** Further to the presentation by Inspector Warren McKeown of Thames Valley Police at the Annual Parish Meeting on the 17 April 2013 a report on possible drug use on the Fairground has been compiled and this is to be passed to Insp. McKeown.
11. **To consider the SMPC Advertising Policy:** The SMPC Advertising and Fly Posting Policy was reviewed. It was agreed to add the additional wording so it now reads 'This requires local organisations (within the village) or **hirers of The Fairground** wishing.... It was also agreed to actually specify the measurements of the maximum size for notices on the fence which will be increased to A0 (46.8 x 33.1 in (1189 x 841 mm). The rest of the Policy remains unchanged.
12. **To receive update on the new model Standing Orders:** The new NALC model Standing Orders are due to be published in the late Autumn. It will be necessary to customise these for the Council.
13. **To receive information on the programme for setting the 2014/2015 budget:** The Chairman and the Clerk are to work out a programme in order that the Council can consider the budget at its January/February meetings.
14. **Future Committee Agenda items:** None.

Meeting Closed at 4:25 pm