



Stratfield Mortimer Parish Council Agenda

Members of the Finance and General Purposes Committee are Summomed to attend the Committee Meeting to be held at Mortimer Methodist Church Hall, 17 West End Road, Mortimer Common, RG7 3TB on Thursday 2nd September 2021 at 7.30pm

Members of the public and press are welcome to attend.

Members of the public and press are welcome to attend but attendance may be limited to meet health and safety requirements. The Council respectfully requests that members of the public and press register their interest in attending by contacting the Clerk by calling on 0118 9331955 or emailing the.clerk@stratfield.mortimer.gov.uk.

To protect attendees, on arrival **ALL** individuals will be asked to undertake Covid safe measures, including scanning the NHS QR code and/or providing their contact details and certifying the following:

- they do not have any Covid symptoms.
- no member of their household has tested positive for Covid within the last ten days.
- they, nor any member of their household, have been told to self-isolate.

In addition, to promote the wellbeing of all, the Council would ask that attendees undertake a LFT or PCR test in the 36 hours prior to the meeting and only attend if negative.

Part I

21/014 Public Questions (for agenda items only) - MD

21/015 To receive any apologies for absence - MD

21/016 To receive any declarations of interest - MD

1. 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.

21/017 Minutes of Last Meeting and Online Advisory Meeting

1. To resolve to APPROVE the Minutes of the Finance and General Purpose Committee Meeting of the 27th April 2021 - **MD**
2. To receive the notes from the Online Advisory Meeting of the 3rd June 2021 - **MD**

21/018 Clerk's Report

To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 27th April 2021 and other updates. Appendix 21/018 circulated - **CLERK**.

21/019 Items to be taken into private session

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

21/020 Committee and Working Party/Group Reports

1. The Street Footway Widening - **DM**
2. Mortimer to Burghfield Cycleway and Footpath - **DM**
3. Strategy Working Party - **NC**
4. Communications Working Party - **NC**

21/021 Items for Consideration and Resolution

1. Terms of Reference – MD

To consider and review the Terms of Reference for the committees and working parties for recommendation to Full Council for approval on the 9th September 2021:

- a. The Street Footway Working Party.
- b. Mortimer to Burghfield Cycleway and Footpath.
- c. The Queen's Platinum 70th Jubilee.
- d. Communications.

2. Policy Review - MD

To review the following policies and AGREE amendments and actions required:

- a. Complaints Procedure.
- b. Persistent Complainant Procedure.

3. Budget Process 2022/23 - Clerk

To AGREE the approach and timetable for the preparation of the 2022/23 budget for presentation to Full Council on the 9th September 2021.

21/022 Finance

1. Accounts to the 31st July 2021 - RFO

To receive and APPROVE the Income and Expenditure Report to the 31st July and the Balance Sheet as of that date, for presentation to Full Council on the 9th September.

3. Bank Reconciliation - CL

To receive and note the Bank Reconciliation report to the 30th June 2021.

4. Internal Control – MD

To receive and note the report for the period 1st April 2021 – 30th June 2021.

21/023 Items for information only

Minor Matters - MD

21/024 Communications

To identify items for communicating - MD

21/025 Future Agenda Items

To identify future agenda items - MD

21/026 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 21/019 on the Agenda, due to the confidential nature of the business to be transacted - MD.

Mrs. L. Hannawin, Clerk 26/08/2021