



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 Tuesday 7th December 2021 at 7.30pm

Members of the public and press are welcome to attend. 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.

ARRANGEMENTS FOR CORONAVIRUS

Although the Government have lifted all restrictions, the Parish Council feel that it is still necessary to be cautious at meetings.

To protect all attendees, individuals should only attend if:

- 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.

To promote the wellbeing of all:

- it is expected that all attendees undertake a LFT or PCR test in the 36 hours prior to the meeting and only attend if negative.
- Please use the hand sanitiser provided.
- Please wear a face mask when not seated unless you are medically exempt.

Seating will be in a socially distanced manner and windows and doors will be open for ventilation.

Part I

21/040 Public Questions (for agenda items only) - MD

21/041 To receive any apologies for absence - MD

21/042 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.

21/043 Minutes of Last Meeting

1. To resolve to APPROVE the Minutes of the Finance and General Purposes Committee Meeting of the 2nd of November 2021 - **MD**

21/044 Clerk's Report

To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 2nd of November 2021 and other updates. Appendix 21/044 circulated - **CLERK**.

21/045 Items to be taken into private session

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

21/046 Committee and Working Party/Group Reports

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

21/047 Items for Consideration and Resolution

1. Indirect Pecuniary Interest - MD

To receive notice in writing of the indirect pecuniary interests of the Clerk.

2. Complaints Policy and Persistent Complainants Procedure – MD

To review and approve the Complaints Policy and Persistent Complainants Procedure for recommendation to Full Council on the 13th of January 2022.

3. Tennis Court Hire - CLERK

To consider and agree the fee for the commercial hire of the tennis courts for coaching purposes.

4. Neighbourhood Plan Website – NC

To Resolve to contract with I-Next for £750 to deliver a Neighbourhood Plan web site and its hosting as per the recommendation of the Neighbourhood Plan Steering Group.

5. Website Development and Accessibility - MD

To receive a report on developing the website and maintaining accessibility and resolve a quarterly development/maintenance budget of up to £250.00 + VAT.

6. Exclusive Right of Burial – CLERK

To receive a report and RESOLVE, that the criteria having been met, to proceed with the ICCM's recommendation to grant the application to install a memorial in the Parish Council Cemetery.

7. Budget – RFO

To receive, consider and agree the draft budget for circulation to Council members.

8. Internal Audit – RFO

To receive the mid-term report.

9. Risk Management Scheme – MD

To review the Risk Management Scheme.

21/048 Finance

1. Accounts to the 31st October 2021 - RFO

To receive and approve the Income and Expenditure Report to the 31st October and the Balance Sheet as of that date.

21/049 Items for information only

Minor Matters - **MD**

21/050 Communications

To identify items for communicating - **MD**

21/051 Future Agenda Items

To identify future agenda items - **MD**

21/052 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 21/045 on the Agenda, due to the confidential nature of the business to be transacted - **MD**.

Mrs. L. Hannawin, Clerk 02/12/2021