



Stratfield Mortimer Parish Council Agenda

Members of the Finance and General Purposes Committee are Summused to attend the Committee Meeting to be held at Mortimer Methodist Church Hall, 17 West End Road, Mortimer Common, RG7 3TB on Tuesday the 1st March 2022 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.

LIVING WITH COVID

Thank you for everything you, your family and your friends have done over the past two years to protect each other and the community. Although the Government have lifted all restrictions, we would still like to keep everyone as safe as possible and therefore, would ask you to take the following practices into consideration:

- **Stay at home if unwell.**
- **Take a LFT prior to the meeting and only attend if negative.**
- **Wear a face covering in crowded and enclosed spaces, especially where you come into contact with people you do not usually meet.**
- **Use the hand sanitiser provided.**

Where possible, seating will be in a socially distanced manner and windows and doors will be open for ventilation.

Part I

21/066 Public Questions (for agenda items only) - MD

21/067 To receive any apologies for absence - MD

21/068 To receive any declarations of interest - MD

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.

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.

21/069 Minutes of Last Meeting

To approve and sign the Minutes of the Finance and General Purposes Committee Meeting of the 6th of January 2022 - MD

21/070 Clerk's Report

To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 6th of January 2022 and other updates. Appendix 21/070 circulated - **CLERK**.

21/071 Items to be taken into private session

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

21/072 Committee and Working Party/Group Reports

1. Communications Working Party - **NC**
2. Strategy Working Party – **NC**
3. The Street Footway Widening - **DM**

21/073 Items for Consideration and Resolution

1. Review of Policies – MD

- a. To review and agree any changes to the Standing Orders and approve them for recommendation to Full Council.
- b. To review and agree any changes to the Financial Regulations and approve them for recommendation to Full Council.

2. Service Charges - Clerk

To review and agree the charges for SMPC services for the 2022/23 financial year.

3. Newsletter – NC

To agree the schedule, process to generate content and delivery method of the next newsletter.

4. Budget – Clerk

To receive the updated Budget in line with the approval of the additional seed fund of £5,000 for the Queen's Platinum Jubilee celebrations.

5. Community Grant Fund

To consider the proposed Community Grant Fund Policy and Application Form and approve for recommendation to Full Council.

6. Risk Tracker - Clerk

To review the Risk Tracker and approve for recommendation to Full Council.

7. Personnel - MD

To receive an update on matters considered by the Personnel Sub Committee on the 24th of February 2022 and agree the recommendations.

21/074 Finance

1. Accounts to the 31st of January 2022 - RFO

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

2. Reserve Transfers and Adjustments – RFO

To review the draft Reserve Transfers and Adjustments for the Financial Year 2021/22 and consider and agree any amendments.

3. Bank Reconciliation - CL

To receive and note the report for the period 1st of October 2021 – 31st of December 2021.

4. Internal Control – MD

To receive and note the report for the period 1st of October 2021 – 31st December 2021.

21/075 Items for information only

Minor Matters - MD

21/076 Communications

To identify items for communicating - MD

21/077 Future Agenda Items

To identify future agenda items - MD

21/078 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 21/071 on the Agenda, due to the confidential nature of the business to be transacted - MD.

Mrs. L. Hannawin, Clerk 24/02/2022