



Stratfield Mortimer Parish Council Agenda

All Members of the Council are Summoned to attend the Annual Meeting of the Parish Council to be held at Mortimer Methodist Church Hall, 17 West End Road, Mortimer, RG7 3TB on Thursday the 12th of May 2022 at 7.30pm

PUBLIC AND PRESS

Members of the public and press are welcome to attend. Please see "**LIVING WITH COVID**" below.

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.**
- **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, windows and doors will be open for ventilation and please feel free to sit in a socially distanced manner.

Part I

22/001 Public Questions (for agenda items only) - MD

22/002 Election of Chairman - MD

To elect a Chairman of the Parish Council for 2022/23 – Chairman to sign Declaration of Office.

22/003 Election of Vice- Chairman - CHAIRMAN

To elect a Vice-Chairman of the Parish Council for 2022/23 – Vice-Chairman to sign Declaration of Office.

22/004 To receive any apologies for absence – CHAIRMAN

22/005 To receive any declarations of interest - CHAIRMAN

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.

22/006 Committee Members - CHAIRMAN

To appoint members to the Committees for 2022/2023:

- a. Fairground and Cemetery.
- b. Planning.
- c. Roads, Footpaths and Commons.

22/007 Committee Chairman – CHAIRMAN

To elect Committee Chairmen for 2022/2023:

- a. Fairground and Cemetery.
- b. Planning.
- c. Roads, Footpaths and Commons.

22/008 Finance and General Purposes Committee – CHAIRMAN

To appoint a minimum of two further members to the Finance and General Purposes Committee.

22/009 Working Parties - CHAIRMAN

To confirm the continued need for the Council's working parties, and appoint/confirm Members for 2022/2023:

- a. Climate and Environment Working Party
- b. Communications Strategy Working Party
- c. Garth Hall Working Party
- d. Library Working Party
- e. Memorial Working Party
- f. Mortimer to Burghfield Cycleway and Footpath Working Party
- g. Neighbourhood Plan Working Party
- h. Queen's Platinum 70th Jubilee Working Party
- i. Strategy Working Party
- j. The Street Footway Working Party

22/010 Outside Bodies and Committees - CHAIRMAN

To appoint Parish Council representatives.

Annual Appointments:

- a. AWE Local Liaison Committee
- b. Burghfield and Mortimer Neighbourhood Action Group (BMNAG).
- c. Burghfield and Mortimer Volunteer Bureau
- d. Plastic Free Mortimer
- e. St John's Hall Management Committee
- f. Stratfield Mortimer Relief in Need Charity
- g. Willink Leisure Centre Joint Advisory Committee.

Continuing fixed term of office:

- a. Clarke's Educational Foundation (Cllr. N. Carter until July 2022).
- b. Stratfield Mortimer Fairground Trust (Mr. N. Kiley until October 2022).
- c. Stratfield Mortimer Fairground Trust (Cllr. D. Morsley October 2022 - October 2025).
- d. Wokefield Common Advisory Committee (Cllr. M. Lock until May 2023)

22/011 Minutes of Last Meeting - CHAIRMAN

To resolve to approve the Minutes of the Council Meeting of the 14th of April 2022

22/012 Clerk's Report - CLERK

To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 14th of April 2022 and other updates. Appendix 22/012 circulated.

22/013 Items to be taken into private session - CHAIRMAN

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

22/014 Committee and Working Party Reports

1. Planning Committee – **DM**
2. Climate and Environment Working Party - **AM**
3. Communications Strategy Working Party - **NC**
4. Garth Hall Working Party - **MD**
5. Strategy Working Party - **NC**
6. The Street Footway Working Party - **DM**

22/015 Items for Consideration and Resolution

1. Neighbourhood Plan – AM/NC

- a. To receive and endorse a written report from the Neighbourhood Plan Steering Group (NPSG).
- b. To receive an update on Phase 1 of the new Neighbourhood Plan and approve the additional budget of £1,000.

2. Queen's Platinum 70th Jubilee

- a. To receive a written report and budgetary status from the Queen's Platinum 70th Jubilee Working Party - **SB**
- b. To receive a report on decisions taken under delegated powers – **CLERK**
- c. To consider the approved licensing hours and resolve an extension to the finishing times for the planned events for the 3rd and 4th of June - **GB**

3. Ordinary Meeting Schedule - CHAIRMAN

To receive and approve the amended meeting schedule for 2022/23.

4. Mortimer to Burghfield Cycleway and Footpath - DM

To resolve to authorise Ridge & Partners to commission Aspect Ecology to undertake the next phase of the required ecological study at a cost of £3415 + VAT.

5. Members Bids - CHAIRMAN

To consider and approve suitable projects for consideration by the Ward Councillors.

6. Community Grant - CHAIRMAN

To approve the grant awarding process and upper application limit as recommended by Finance and General Purposes.

7. IT Support Contract - CLERK

To approve the new IT Support Contract for 2022/23.

8. Scheduled Review - CHAIRMAN

To agree the timetable for the scheduled review as per Standing Order 5.j.x.

9. Asset Register – CHAIRMAN

To receive the Asset Register as approved by Finance and General Purposes on the 5th of May 2022.

10. Insurance 2022/23 – CHAIRMAN

To receive confirmation of the arrangements for insurance cover in respect of all valuable risks.

11. Co-options - CHAIRMAN

To resolve the co-option of:

- a. Mr. Neil Kiley to the Planning Committee for the purpose of the Station Car Park
- b. Mrs. S. Carter to the Garth Hall Working Party.

22/016 Items 22/017 Finance

1. Accounts to the 31st March 2022 - RFO

To receive and approve the Income and Expenditure Report to the 31st of March 2022 and the Balance Sheet as of that date.

2. Payments made with authorisation of Chairman/Vice-Chairman – CHAIRMAN

To receive and note summary of payments: Appendix 22/016 2 – circulated.

3. Accounts for Payment – RFO

To receive and approve items of expenditure: Appendix 22/016 3 – circulated.

4. Statement of Internal Control – MD

To receive the Statement of Internal Control as approved by Finance and General Purposes.

22/018 Items for information only

1. To note the meetings that have taken place of the following committees and to receive the draft minutes, where available: - CHAIRMAN
 - a. Planning 28/04/2022
 - b. Finance and General Purposes 05/05/2022
2. District Councillor Reports - GB
3. Correspondence: Appendix 22/017 3 circulated - CLERK
4. Planning decisions and information from West Berkshire Council: Appendix 22/017 4 circulated - DM
5. Neighbourhood Action Group report – DK/NC
6. Health and Safety - CLERK
7. Minor Matters – CHAIRMAN

22/019 Communications

To identify items for communicating - CHAIRMAN

22/020 Future Agenda Items

To identify future agenda items - CHAIRMAN

22/021 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 22/013 on the Agenda, due to the confidential nature of the business to be transacted - CHAIRMAN.

Mrs. L. Hannawin, Clerk
06/05/2022