



## Stratfield Mortimer Parish Council Agenda

**All Members of the Council are Summoned to attend the Meeting of the Parish Council to be held at Mortimer Methodist Church Hall, 17 West End Road, Mortimer, RG7 3TB on Thursday the 9<sup>th</sup> of March 2023 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.**
- **Use the hand sanitiser provided.**

**Where possible, windows and doors will be open for ventilation. Please feel free to wear a face covering and sit in a socially distanced manner.**

### **Part I**

**22/124 Public Questions (for agenda items only) - MD**

**22/125 To receive any apologies for absence – MD**

**22/126 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.*

**22/127 Minutes of Last Meeting - MD**

To resolve to approve the Minutes of the Extraordinary Meeting of the Parish Council of the 9<sup>th</sup> of February 2023.

## **22/128 Clerk's Report - CLERK**

To receive a report from the Parish Clerk outlining actions taken following the Extraordinary Meeting held on the 9<sup>th</sup> of February and other updates. Appendix 22/128 circulated.

## **22/129 Items to be taken into private session - MD**

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

## **22/130 Committee and Working Party Reports**

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

## **22/131 Items for Consideration and Resolution**

### **1. Neighbourhood Plan (NP) – AM/NC**

To receive and endorse a written report from the Neighbourhood Plan Steering Group.

### **2. Windmill Court – DM**

To receive an update from Sovereign Housing on the plans for the Windmill Court Site.

### **3. Annual Meeting of the Parish Council – MD**

To resolve the meeting shall take place on the 18<sup>th</sup> of May 2023.

### **4. Brewery Common Tree Work - CLERK**

To resolve:

- a. The percentage of the payment to be made to West Berkshire Council towards the cost of the Brewery Common tree works deemed as a High and Moderate priority.
- b. The payment is made from unspent year-end Commons Budget and General Reserves.

### **5. Community Grant – DM**

To consider the eligible applications and resolve the grants to be made.

### **6. St Marys Churchyard Grant- CLERK**

To consider the request for financial assistance and resolve to make a grant for St Mary's Church grass cutting of £2,496.

### **7. Annual Subscriptions and Continuous Payments 2023/24 - MD**

To receive and approve the annual subscriptions and continuous payments as recommended by Finance and General Purposes.

### **8. SMPC Charges - MD**

To receive and approve the service charges for 2023/2024 as recommended by Finance and General Purposes.

### **9. Local Council People and Development (LCPD) - MD**

To resolve SMPC becomes bronze level members of LCPD at an annual fee of £205.00.

### **10. Investment Strategy - MD**

To receive and approve the Investment Strategy as recommended by Finance and General Purposes.

### **11. Governance and Management Risk Register - MD**

To receive and approve the Risk Register as recommended by Finance and General Purposes.

## **12. Play Equipment - SH**

To receive an update on the findings on “Spica A” and resolve the equipment should be removed and replaced.

## **13. Windmill Common Boundary - CL**

To receive an update and consider further actions.

## **22/132 Finance**

### **1. Accounts to the 31<sup>st</sup> of January 2023 - RFO**

To receive and approve the Income and Expenditure Report to the 31<sup>st</sup> of January 2023 and the Balance Sheet as of that date.

### **2. Payments made with authorisation of Chairman/Vice-Chairman – MD**

To receive and note summary of payments made in March 2023: Appendix 22/132 2.0 circulated.

### **3. Accounts for Payment - RFO**

To receive and approve items of expenditure: Appendix 22/132 3 – circulated.

### **4. Bank Reconciliation and Internal Controls – MD**

To note the Bank Reconciliation and quarterly Internal Control have been undertaken for the period to 1<sup>st</sup> October 2022 – 31<sup>st</sup> December 2022.

## **22/133 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: - **MD**
  - a. Planning – 23/02/2023
  - b. Finance and General Purposes – 02/03/2023
2. District Councillor Reports - **GB**
3. Correspondence: Appendix 22/133 3 circulated - **CLERK**
4. Planning decisions and information from West Berkshire Council: Appendix 22/133 4 circulated - **DM**
5. Neighbourhood Action Group report – **DK/NC**
6. Health and Safety - **CLERK**
7. Minor Matters – **MD**

## **22/134 Communications**

To identify items for communicating - **MD**

## **22/135 Future Agenda Items**

To identify future agenda items - **MD**

## **22/136 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 22/129 on the Agenda, due to the confidential nature of the business to be transacted.

**Mrs. L. Hannawin, Clerk**  
**03/03/2023**