



## 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 the 6th of June 2023 at 7.30pm**

### **PUBLIC AND PRESS**

Members of the public and press are welcome to attend.

### **Part I**

**23/001 Public Questions (for agenda items only) - DM**

**23/002 To receive any apologies for absence - DM**

**23/003 To receive any declarations of interest - DM**

**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.*

**23/004 Minutes of Last Meeting**

To approve and sign the Minutes of the Finance and General Purposes Committee Meeting of the 4<sup>th</sup> of May 2023 - **DM**

**23/005 Clerk's Report**

To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 4<sup>th</sup> of May 2023 and other updates - **CLERK**.

**23/006 Items to be taken into private session**

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

**23/007 Items for Consideration and Resolution**

**1. Internal Audit Report - RFO**

To receive the Internal Audit Report for presentation to Full Council on Thursday the 8th of June 2023.

**2. Annual Governance and Accountability Return (AGAR) - RFO**

- a. To receive and consider AGAR Section 1 – Annual Governance Statement 2022/23 for presentation to full Council.
- b. To receive and consider AGAR Section 2 - Accounting Statements 2022/23 for recommendation for approval by full Council on Thursday the 8<sup>th</sup> of June 2023.

**3. Annual Governance and Accountability Return – additional documents - RFO**

To receive the following documents which will be submitted to the External Auditor:

- a. Confirmation of Dates for the Exercise of Public Rights 2022/23.
- b. Bank Reconciliation as of 31 March 2023.
- c. Explanation of variances.
- d. Explanation of High Reserves.
- e. Reconciliation between Box 7 and Box 8.

**4. Community Infrastructure Levy – DM/CLERK**

To receive an update on CIL funds and expenditure.

**5. Fairground Closed Circuit Television (CCTV) - CLERK**

To consider and review the draft CCTV Surveillance System Policy and Request for Access to Data, and the Data Privacy Impact Assessment (DPIA) for approval by full Council on Thursday the 8<sup>th</sup> of June 2023.

**6. Personnel Sub-Committee - DM**

To appoint the members of the Personnel Sub Committee.

**7. Bank Reconciliation and Quarterly Internal Financial Control - DM**

To consider the appointment of a member or members of the Committee or Council to:

- a. Undertake the verification of the bank reconciliations for all accounts as per Financial Regulation 2.2.
- b. Complete the Quarterly Internal Financial Control.

**23/008 Items for information only**

Minor Matters - **DM**

**23/009 Communications**

To identify items for communicating - **DM**

**23/010 Future Agenda Items**

To identify future agenda items - **DM**

**23/011 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 23/006 on the Agenda, due to the confidential nature of the business to be transacted - **DM**.

**Mrs. L. Hannawin, Clerk 01/06/2023**