



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 8th of June 2023 at 7.30pm

PUBLIC AND PRESS

Members of the public and press are welcome to attend.

Part I

23/022 Public Questions (for agenda items only) - DM

23/023 To receive any apologies for absence - DM

23/024 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.

23/025 Declaration of Acceptance of Office - DM

To receive the Declaration of Acceptance of Office of Cllr. N. Carter.

23/026 Minutes of Last Meeting - DM

To resolve to approve the Minutes of the Annual Meeting of the Council of the 18th of May 2023.

23/027 Clerk's Report - CLERK

To receive a report from the Parish Clerk outlining actions taken following the Annual Meeting of the Council held on the 18th of May 2023 and other updates. Appendix 23/027 circulated.

23/028 Items to be taken into private session - DM

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

23/029 Committee and Working Party Reports

1. Planning Committee – **DB**
2. Finance and General Purposes - **DM**
3. Climate and Environment Working Party – **Working Party Chairman**
4. Communications Working Party - **Working Party Chairman**
5. Garth Hall Working Party - **Working Party Chairman**
6. Mortimer to Burghfield Cycleway and Footpath - **Working Party Chairman**
7. The Street Footway Working Party - **Working Party Chairman**

23/030 Items for Consideration and Resolution

1. Councillor Vacancies – DM

To consider the applications to fill the casual vacancies on the Parish Council and vote to appoint co-opted Parish Councillors.

2. Neighbourhood Plan – AM/NC

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

3. Internal Auditor's Report – CLERK

To receive the Internal Auditor's Reports for the year ended 31st March 2023.

4. Annual Governance and Accountability Return – Section 1 – DM

To consider and address each statement and approve the 2022/2023 Annual Governance Statement for signing by the Chairman and Clerk.

5. Annual Governance and Accountability Return – Section 2 – DM

To receive and approve the 2022/2023 Accounting Statements for signing by the Chairman.

6. Annual Governance and Accountability Return – additional documents – CLERK

To receive the following documents which will be submitted to the External Auditor as part of the Annual Governance and Accountability Return:

- 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

7. Climate and Environment Working Party - DM

To resolve to co-opt Mr. T Barber to the Climate and Environment Working Party.

8. Account Signatories - DM

To resolve:

- a. The account signatories for the Unity Trust Bank Account and The Public Sector Deposit Fund.
- b. The mandate for withdrawing/authorising funds from The Public Sector Deposit Fund is reduced from three signatories to two.
- c. Cllrs. Morsley and Bridgman are the Trustees for The Public Sector Deposit Fund.

9. Ordinary Meeting Schedule - DM

To note the amended Ordinary Meeting Schedule:

- a. The Fairground and Cemetery meeting on the 20th of July starts at 7.30pm.
- b. The November meeting of the Finance and General Purposes Committee shall be on Thursday the 2nd at 7.30pm.

10. Future Planning Day – DM

To:

- a. Resolve the Council will have a Future Planning Day on Saturday the 19th of July 2023, with a maximum budget of £200.00.
- b. Agree members of the organising team.

11. Foudry Brook – MD

To receive an update and resolve:

- a. That SMPC write to Thames Water as stated in the recommendation.
- b. That a copy of the letter to Thames Water also be sent with appropriate covering letters to the Environment Agency and John Redwood MP.

12. Incredible Edible Mortimer (IEM) - CLERK

To resolve that IEM may manage the small area of land in West End Road car park to the right of the entrance.

13. Station Car Park - HG

To receive an update and agree any further actions needed.

14. Community Infrastructure Levy - DM

To receive an update on CIL funds and expenditure.

15. Fairground Closed Circuit Television

To approve the CCTV Surveillance System Policy and Request for Access to Data, and the Data Privacy Impact Assessment (DPIA) as recommended by Finance and General Purposes Committee

16. Burghfield and Mortimer Ward Meetings – GB

To receive information on the proposed Ward Meetings.

23/031 Finance

1. Payments made with authorisation of Chairman/Vice-Chairman – DM

To receive and note summary of payments: Appendix 23/031 1 – circulated.

2. Accounts for Payment – RFO

To receive and approve items of expenditure: Appendix 23/031 2 – circulated.

23/032 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: - **DM**
 - a. Planning 30/05/2023
 - b. Finance and General Purposes 06/06/2023
2. District Councillor Reports – **NC/GM/VP**
3. Correspondence: Appendix 23/032 3 circulated - **CLERK**
4. Planning decisions and information from West Berkshire Council: Appendix 23/032 4 circulated - **DB**
5. Neighbourhood Action Group report – **GB/JW**
6. Health and Safety - **CLERK**
7. Minor Matters – **DM**

23/033 Communications - DM

To identify items for communicating.

23/034 Future Agenda Items - DM

To identify future agenda items

23/035 Exclusion of Press and Public - DM

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 23/028 on the Agenda, due to the confidential nature of the business to be transacted.

Mrs. L. Hannawin, Clerk
02/06/2023