



## 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 13<sup>th</sup> of July 2023 at 7.30pm**

### **PUBLIC AND PRESS**

Members of the public and press are welcome to attend.

### **Part I**

#### **23/036 Public Questions (for agenda items only) - DM**

#### **23/037 To receive any apologies for absence - DM**

#### **23/038 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.*

#### **23/039 Minutes of Last Meeting - DM**

To resolve to approve the Minutes of the Annual Meeting of the Council of the 8<sup>th</sup> of June 2023.

#### **23/040 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 8<sup>th</sup> of June 2023 and other updates. Appendix 23/040 circulated.

#### **23/041 Items to be taken into private session - DM**

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

#### **23/042 Committee and Working Party Reports**

1. Planning Committee – **DB**
2. Finance and General Purposes - **DM**
3. Roads, Footpaths and Commons Committee - **AM**

4. Climate and Environment Working Party – **AM**
5. Communications Working Party - **GB**
6. Garth Hall Working Party - **MD**
7. The Street Footway Working Party - **Working Party Chairman**

## **23/043 Items for Consideration and Resolution**

### **1. Neighbourhood Plan – GB/NC**

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

### **2. Committee and Working Party Appointments - DM**

To resolve the appointment of Cllr. Richardson to the:

- a. Planning Committee.
- b. Climate and Environment Working Party.
- c. Garth Hall Working Party.

### **3. Dispensation for Precept – DM**

To consider the requests received and resolve the granting of the dispensation(s).

### **4. Mortimer to Burghfield Cycleway and Footpath – DM**

To receive an update and consider the recommendations of the Working Party and resolve:

- a. A budget of up to £5,000 to obtain:
  - i. More detailed costings broken down into, for example, project management, detailed design, footpath, bridge, crossing, other highways work, signage.
  - ii. A new project construction plan including establishing lists of potential suppliers of the elements in i. above.
- b. To contact appropriate grant giving bodies and make applications as their timescales dictate, once planning permission is granted.
- c. To allocate the £36,207 in the Earmarked Reserve (EMR) Sinking Fund Community Projects to the cycleway/footpath project, renaming the EMR appropriately, once planning permission is granted.
- d. To transfer the remaining cycleway/footpath CIL balance, approximately £105,000, to the new EMR once established.

### **5. Community Grant Fund - DM**

- a. To receive and approve the amended Community Grant Fund Policy.
- b. To resolve the next round of funding shall be advertised during September with grants being awarded at the November meeting of the full Council.

### **6. Appointment of Internal Auditor – CLERK**

To resolve the appointment of Mrs. C. Connell as the Council's Internal Auditor for 2023/24.

### **7. Mortimer Bistro Ltd - GB**

To consider the application for a premises licence and agree any comments/objections for submission.

### **8. Fairground Closed Circuit Television - CLERK**

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

### **9. Youth Club Donated Funds Earmarked Reserve – DM**

To resolve to invite proposals from the Mortimer scout and guide groups and The Willink School for a service or facility for 14 – 18 year olds, with a view to making a donation of the funds held based on the ideas received

## **10. Transfer of Council Funds – CLERK**

To resolve the purchase of shares to the value of £24,000 in the Public Sector Deposit Fund to maintain the balance in the Unity Trust Bank Account in line with the Financial Services Compensation Scheme of £85,000.

## **11. Station Car Park - HG**

To receive an update and resolve:

- a. To dissolve the Working Party.
- b. Cllr. Geary undertakes a demand survey in 12 months' time.

## **12. Garth Hall – MD**

To receive an update on the meeting with the Royal British Legion and resolve further actions as per the recommendations of the Working Party.

## **23/044 Finance**

### **1. Accounts to the 31st of May 2023 - RFO**

To receive and approve the Income and Expenditure Report to the 31st of May 2023 and the Balance Sheet as of that date.

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

To receive and note summary of payments: Appendix 23/044 2 – circulated.

### **3. Accounts for Payment – RFO**

To receive and approve items of expenditure: Appendix 23/044 3 – circulated.

## **23/045 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 08/06/2023
  - b. Roads, Footpaths and Commons 29/06/2023
  - c. Finance and General Purposes 04/07/2023
2. District Councillor Reports – **NC/GM/VP**
3. Correspondence: Appendix 23/045 3 circulated - **CLERK**
4. Planning decisions and information from West Berkshire Council: Appendix 23/045 4 circulated - **DB**
5. Neighbourhood Action Group report – **GB/JW**
6. Health and Safety - **CLERK**
7. Minor Matters – **DM**

## **23/046 Communications - DM**

To identify items for communicating.

## **23/047 Future Agenda Items - DM**

To identify future agenda items

## **23/048 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 23/041 on the Agenda, due to the confidential nature of the business to be transacted.