



## 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 Thursday the 2nd of November 2023 at 7.30pm**

### **PUBLIC AND PRESS**

Members of the public and press are welcome to attend.

### **Part I**

**23/038 Public Questions (for agenda items only) - DM**

**23/039 To receive any apologies for absence - DM**

**23/040 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.*

**23/041 Minutes of Last Meeting - DM**

To approve and sign the Minutes of the Finance and General Purposes Committee Meeting of the 5<sup>th</sup> of September 2023.

**23/042 Clerk's Report - CLERK**

To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 5<sup>th</sup> of September 2023 and other updates.

**23/043 Items to be taken into private session - DM**

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

## **23/044 Working Party Reports**

1. Communications - **GB**
2. Mortimer to Burghfield Cycleway and Footpath - **DM**
3. The Street Footway – **DM**

## **23/045 Items for Consideration and Resolution**

### **1. Personnel - DM**

As recommended by the personnel Committee, to receive and agree the revised staff contracts of employment.

### **2. Budget 2024/25 – RFO/WORKING PARTY CHAIRS**

- a. To consider the operating income and expenditure figures for 2024/25 and agree any changes.
- b. To consider potential associated capital and revenue costs/income of the Working Parties:
  - i. Footway Widening.
  - ii. Mortimer to Burghfield Cycleway and Footpath.

### **3. Investment Strategy – CLERK**

- a. To review the Investment Strategy 2023/24
- b. To consider any changes for the Investment Strategy for 2024/25 for recommendation to Full Council.

### **4. Pillbox Lease – CLERK**

To consider the Form of Notice and declaration for recommendation to full Council that the declaration should be signed.

### **5. Internal Audit - CLERK**

- a. To receive and note the internal auditor's letter of engagement and standard terms.
- b. To receive the mid-term report for 2023/24.

## **23/046 Finance**

### **1. Accounts to the 30<sup>th</sup> of September 2023 - CLERK**

To receive and approve the Income and Expenditure Report to the 30<sup>th</sup> of September and the Balance Sheet as at that date.

### **2. The Public Sector Deposit Fund – CLERK**

To note the return on investment as at 30<sup>th</sup> of September 2023.

### **3. Bank Reconciliation - AN**

To receive and note the reconciliation has been undertaken for the period 1st of April 2023 – 30th June 2023.

### **4. Internal Financial Control (IFC) – GB**

To receive and note the IFC Confirmation for the period 1st of April 2023 – 30th June 2023.

## **23/047 Items for information only - DM**

Minor Matters.

## **23/048 Communications - DM**

To identify items for communicating.

### **23/049 Future Agenda Items - DM**

To identify future agenda items.

### **23/050 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 23/043 on the Agenda, due to the confidential nature of the business to be transacted.

**Mrs. L. Hannawin, Clerk 27/10/2023**