



Stratfield Mortimer Parish Council Agenda

Members of the Finance and General Purposes Committee are Summoned to attend the Committee Meeting to be held at Mortimer Methodist Church Hall, 17 West End Road, Mortimer Common, RG7 3TB on Thursday the 25 April 2024 at 19:30 or at the rising of the preceding meeting of the Planning Committee (commencing at 18:45) if later.

PUBLIC AND PRESS

Members of the public and press are welcome to attend.

Part I

23/100 Public Questions - DM

23/101 To receive any apologies for absence - DM

23/102 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.

23/103 Minutes of Last Meeting - DM

To approve and sign the Minutes of the Finance and General Purposes Committee Meeting of the 7 March 2024.

23/104 Chairman's Remarks - DM

23/105 Clerk's Report - CLERK

To receive a report from the Parish Clerk outlining actions taken following the meeting held on the 7 March 2024 and other updates.

23/106 Items to be taken into private session - DM

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

23/107 Personnel Committee and Working Party Reports

1. Communications - **GB**
2. Emergency Plan - **AR**
3. Mortimer to Burghfield Cycleway and Footpath - **DM**

23/108 Items for Consideration and Resolution

1. Policies – GB

To consider any Policies within the ambit of the Committee requiring consideration, amendment, or proposal to Full Council:

- a. Code of Conduct
- b. Standing orders

2. Village Custodian - DM/SH/CLERK

- a. To receive an update from the Personnel Sub-Committee and resolve the actions to be taken as part of the recruitment process.
- b. To receive an update on the management of Custodian Responsibilities.

3. Council Insurance - CLERK

To review the quotes received and resolve the insurance cover for 2024/25.

4. Mortimer Tennis Club - DM

To consider a request for a discounted hire rate for the tennis courts for Mortimer Tennis Club members and resolve the fee to be charged.

23/109 Finance

1. Draft Accounts to the 31 March 2024 - CLERK

To receive and consider the Income and draft Expenditure Report to the 31 March and the draft Balance Sheet as at that date.

2. Reserve Transfers – CLERK

To review the proposed reserve transfers for the Financial Year 2023/24 and consider and agree any amendments.

3. Bank Reconciliation - AN

To receive and note the reconciliation has been undertaken for the period 1 January 2024 – 31 March 2024.

4. Internal Financial Control (IFC) - GB

To receive and note the IFC Confirmation for the period 1 January 2024 – 31 March 2024.

5. Statement of Internal Control - DM

To review the effectiveness of the system of internal control and complete the statement in accordance with Financial Regulations.

23/110 Items for information only - DM

Minor Matters.

23/111 Communications - DM

To identify items for communicating.

23/112 Future Agenda Items - DM

To identify future agenda items.

23/113 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 23/016 on the Agenda, due to the confidential nature of the business to be transacted.

Mrs. L Hannawin, Clerk, 19/04/2024