



## 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 11 April 2024 at 7:30pm**

### **PUBLIC AND PRESS**

Members of the public and press are welcome to attend.

### **Part I**

#### **23/144 Public Questions - DM**

#### **23/145 To receive any apologies for absence - DM**

#### **23/146 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.*

#### **23/147 Minutes of Last Meeting - DM**

To resolve to approve the Minutes of the meeting of the Council of the 14 March 2024.

#### **23/148 Chairman's Remarks - DM**

#### **23/149 Clerk's Report – CLERK**

To receive a report from the Parish Clerk outlining actions taken following the meeting of the Council held on 14 March 2024 and other updates. *Report 23/149*

#### **23/150 Items to be taken into private session - DM**

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

#### **23/151 Committee and Working Party Reports**

1. Fairground and Cemetery Committee - SH
2. Planning Committee - GB
3. Communications Working Party - GB
4. D-Day Working Party - GB
5. Emergency Planning Working Party - AR

6. Garth Hall Working Party - **MD**

## **23/152 Items for Consideration and Resolution**

### **1. Neighbourhood Plan – GB**

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

### **2. Policies – GB/CLERK**

To receive and approve:

- a. Amendment to the Financial Regulations
- b. Asset Valuation and Register Policy
- c. Fairground Use Policy
- d. Training and Development Policy.

### **3. Governance and Management Risk Register - CLERK**

To receive the Risk Register as recommended by Finance and General Purposes.

### **4. Asset Register - CLERK**

To receive the Asset Register as at the 31 March 2024.

### **5. Action Plan - AR**

To review and approve the Action Plan.

### **6. Local Council Award Scheme (LCAS) - AR**

To receive an update and resolve to proceed with the submission for the Foundation Stage.

### **7. St Mary's Churchyard Grounds Maintenance - DM**

To consider the request for financial assistance and resolve to make a grant of £2,544.

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

To consider the request from Life Education Wessex & Thames Valley and resolve to make a grant of £740.00.

### **9. Annual Governance and Accountability Return (AGAR) - CLERK**

To receive and note the guidance on the financial year end and AGAR process.

### **10. Transfer of Council Funds - DM**

To resolve the redemption of shares to the value of £20,000 from The Public Sector Deposit Fund to the Unity Trust Bank Account.

### **11. Climate and Environment Working Party – AM/MD**

To receive an update and resolve for the Parish Council to have a presence, regarding Foudry Brook, at the Greening Mortimer event on the 27 April 2024.

### **12. Councillor Surgeries - DM**

To discuss and agree the arrangements for the surgeries.

### **13. Annual Parish Meeting - DM**

To receive an update and agree the arrangements.

### **14. Meeting Change of Date - DM**

To resolve the meeting of the Finance and General Purposes on the 2 May 2024 moves to the 25 April 2024

## **15. Mortimer to Burghfield Cycleway and Footpath - DM**

To ratify the contractor to undertake the work.

## **23/153 Finance**

### **1. Accounts to 29 February 2024 – CLERK**

To receive and approve the Income and Expenditure Report to 29 February 2024 and the Balance Sheet as of that date.

### **2. Accounts for Payment – CLERK**

To receive and approve items of expenditure - Schedule A i: *Report 23/153 2.*

### **3. Payments made with the authorisation of Chairman/Vice-Chairman and the Clerk – DM**

To receive and note a summary of payments made - Schedules B i and B ii: *Report 23/153 3*

### **4. Subscriptions and Continuous Payments – CLERK**

To receive and note a summary of payments made – Schedule C: *Report 23/153 4*

## **23/154 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 14/03/2024
  - b. Fairground and Cemetery 28/03/2024
2. District Councillor Reports – **NC/GM/VP**
3. Correspondence: *Report 23/154 3* - **CLERK**
4. Planning decisions and information from West Berkshire Council: *Report 23/154 4* - **DM**
5. Neighbourhood Action Group report – **DM/JW**
6. Health and Safety - **CLERK**
7. Minor Matters – **DM**

## **23/155 Communications - DM**

To identify items for communicating.

## **23/156 Future Agenda Items - DM**

To identify future agenda items

## **23/157 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 23/150 on the Agenda, due to the confidential nature of the business to be transacted.

**Mrs. L. Hannawin, Clerk**  
**05/04/2024**