



Stratfield Mortimer Parish Council

Minutes of the Finance and General Purposes held at Mortimer Methodist Church Hall, 17 West End Road, Mortimer, RG7 3TB on Thursday 1 May 2025 at 19:30

Draft minutes subject to confirmation

Present

Councillors

Cllrs D Morsley (Chairman), A Richardson, H Geary, and S Hill.

Officers of the Council

Danielle Davis.

Public/Press

No members of the public or press were in attendance.

Part I

24/070 Public questions (for agenda items only)

24/071 To receive any apologies for absence

Apologies were received from Cllrs G Bridgman, N Carter, D Kilshaw, H Kilshaw, and K Strong.

24/072 To receive any declarations of interest (if any)

None were received.

24/073 Minutes of last meeting

The Minutes of the Finance and General Purposes Committee meeting held on Thursday 6 March were received with no amendments and approved unanimously for signature by the Chairman as a true record of the meeting

24/074 Chairman's remarks (if any)

This was the last meeting that Cllr Morsley will be chairing.

24/075 Clerk's Report

The report was received.

24/076 Items to be taken into private session -

Cllr Morsley proposed that agenda items 24/078.2 Council Insurance be taken in Part II. This was seconded by Cllr Hill.

Resolved unanimously.

24/077 Steering Group and Working Party Reports

1 Emergency Planning

None.

2 Mortimer to Burghfield Cycleway and Footpath

Cllr Morsley reported:

- Topdrill are waiting for some fallen trees to be removed prior to completing the geotechnical survey.
- The Council is waiting for WBC Highways to complete the review of the technical pack sent to them, they have advised this will be completed by the end of May 2025.
- Cllr Morsley advised that she will be stepping back from leading the project and passed her thanks to the Steering Group for their continued work.
- Cllr Morsley along with the Clerk recommend that the Clerk attend future Steering Group meetings due to the expected increase in financial administration.

24/078 Items for consideration

1 Policies - to consider any Policies within the ambit of the Committee requiring consideration, amendment or proposal to full Council

- a Financial Regulations V6.1
- b Policy Guidance and Glossary v1.1
- c Standing Orders v3.1

Following a discussion Cllr Morsley proposed the three policies are taken to full Council. Cllr Hill seconded.

Resolved unanimously.

2 Council Insurance - to review the quotes received and resolve the insurance cover for 2025/2026

Minuted at Part II.

24/079 Finance

1 Accounts to 31 March - to receive and consider the Income and Expenditure Report to 31 March and the Balance Sheet as at that date

The reports were received and approved unanimously.

2 Reserve Transfers - to review the proposed reserve transfers for the financial year 2024/2025 and agree any amendments

The reserve transfers were considered, no amendments were made. Cllr Morsley proposed to recommend the proposed transfers to full Council on 15 May 2025. Seconded by Cllr Richardson.

Resolved unanimously.

3 The Public Sector Deposit Funds (TPSDF) - to note the return on investment as at 31 March 2025

The return on investment as at 31 March 2025 was noted as being 4.50% as at 31 March 2025. As at 31 January 2025 it was 4.71%.

4 Bank Reconciliation - to receive and note the reconciliation has been undertaken for the period of 1 January 2025 – 31 March 2025

Cllr Richardson reported that the reconciliation has been undertaken and signed off.

5 Internal Financial Control (IFC) - to receive and note the IFC Confirmation for the period 1 January 2025 – 31 March 2025

Cllr Morsley reported that the IFC had been undertaken and signed off.

6 Statement of Internal Control (IFC) - to review the effectiveness of the systems of internal control and complete the statement in accordance with Financial Regulations

The systems of internal control were reviewed and deemed effective. Cllr Morsley agreed to attend the office to complete the statement of Internal Control and sign it off.

24/080 Items for information only

- Cllr Morsley reported that Brian Quinn of Penny Post had enquired about the Council's decision to withdraw from the Willink Leisure Centre agreement.
- The committee noted its disappointment that the local Post Office will be permanently closing on 15 May.

24/081 Minor matters (if any)

The committee thanked the Chairman.

24/082 Communications - to identify items for communicating if any

None.

24/083 Future agenda items - to identify specific future agenda items

None.

Part II

24/084 Exclusion of Press and Public - to pass a resolution under s.1(2), Public Bodies (Admission to Meetings) Act 1960, to exclude members of the press and public from the meeting due to the confidential nature of the business to be transacted

Cllr Morsley proposed to proceed into Part II, Cllr Hill seconded.

Resolved unanimously.

1 Council Insurance - to review the quotes received and resolve the insurance cover for 2025/2026.

Following a discussion on the need or not for cyber insurance Cllr Morsley proposed the council stays with the existing provider Clear Council as they offered the most competitive quote, and to proceed without cyber insurance.

Resolved unanimously.

Close

The meeting closed at 20:33.

Date of next meeting: 05/06/2025

Miss Danielle Davis

05/05/2025

DRAFT