



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, RG7 3TB on
Thursday 3 July 2025 at 19:30**

PUBLIC AND PRESS

Members of the public and press are welcome to attend.

Part I

25/014 Public questions [Chairman](#)

25/015 To receive any apologies for absence [Chairman](#)

25/016 To receive any declarations of interest (if any) [Chairman](#)

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, and gifts and hospitality in line with the Parish Council's Code of Conduct.

25/017 Minutes of last meeting [Chairman](#)

To approve the Minutes of the Finance and General Purposes Committee meeting held on 5 June 2025.

25/018 Chairman's remarks (if any) [Chairman](#)

25/019 Clerk's Report [Clerk](#)

To receive a report from the Parish Clerk outlining actions taken following the meeting held on 5 June 2025 and other updates. *Report 25/019*

25/020 Items to be taken into private session [Chairman](#)

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

25/021 Items for consideration

1 Policies [Chairman](#)

a To consider any Policies within the ambit of the Committee requiring consideration, amendment or proposal to full Council.

i Record Retention Policy v2.2

b To receive the reported changes the Clerk has made (as per the powers named in the Policy Guidance and Glossary-3) in the wording of:

i the Scheme of Delegation v4.0 (below)

'Emergencies

4 *In the event of an emergency, and subject to the Financial Regulations (by which (a) the Clerk may authorise expenditure up to £500, (b) the Clerk in conjunction with the Council Chairman/Relevant Body Chairman may authorise expenditure up to £5,000, and (c) in an urgent situation [to be determined by the Clerk in consultation with the Council Chairman] the Clerk may authorise any expenditure necessary), the Clerk is authorised to take such action as necessary to deal with the situation.'*

ii the Policy Guidance and Glossary v2.0 (below)

Record Retention Policy	2.0	08/09/2022	Council via F&GP
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2 Restructured Budget Clerk

To receive the re-organised budget following the re-structuring of the committees prior to reporting to the Council on 17 July 2025.

25/022 Items for information only Chairman

25/023 Minor matters (if any) Chairman

25/024 Communications Chairman

To identify items for communicating if any.

25/025 Future agenda items Chairman

To identify specific future agenda items.

25/026 Finance

1 Accounts to 31 May- RFO

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

2 The Public Sector Deposit Funds (TPSDF)- RFO

To note the return on investment as at 31 May 2025.

Part II (if needed)

25/027 Exclusion of Press and Public Chairman

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.

Miss Danielle Davis- 07/06/2025