



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 28 May 2026 at 18:45 (or at the rising of the preceding meeting of the Personnel Sub-Committee [commencing at 18:30] if later)

PUBLIC AND MEDIA

Members of the public and press are welcome to attend.

Part I

26/001 To receive any apologies for absence [Chairman](#)

26/002 To receive any declarations of interest (if any) [Chairman](#)

To receive from Members - at this point or at any point during the meeting, and in respect of any items included on the agenda or discussed - the disclosure of any interest(s) in accordance with the Parish Council's Code of Conduct.

26/003 Public questions [Chairman](#)

26/004 Minutes of last meeting [Chairman](#)

To approve the Minutes of the Finance and General Purposes Committee meeting held on 30 April 2026.

26/005 Chairman's remarks (if any) [Chairman](#)

26/006 Clerk's Report [Clerk](#)

To receive a report from the Parish Clerk outlining actions taken following the meeting held on 26 February 2026 and other updates. *Report 26/006*

26/007 Items to be taken into private session [Chairman](#)

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

26/008 Items for consideration

1 Policies [Chairman](#)

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

2 Internal Audit Report [Clerk](#)

To receive the Internal Audit Report for presentation to Full Council on Thursday 11 June 2026.

3 Annual Governance and Accountability Return (AGAR) Clerk

To receive and consider:

- a AGAR Section 1 – Annual Governance Statement 2025/26 for presentation to full Council on 11 June 2026.
- b AGAR Section 2 - Accounting Statements 2025/26 for recommendation for approval by full Council on 12 June 2025.

4 Annual Governance and Accountability Return: additional documents Clerk

To receive the following documents which will be submitted to the External Auditor:

- a Confirmation of Dates for the Exercise of Public Rights 2025/26.
- b Bank Reconciliation as of 31 March 2026.
- c Explanation of variances.
- d Reconciliation between Box 7 and Box 8.
- e Minutes of the meeting where the current internal auditor was first appointed showing the smaller authority considered the independence of the internal auditor.

5 Personnel Chairman

To resolve the appointment of further members to the Personnel Sub-Committee.

6 Bank Reconciliation and Quarterly Internal Financial Control Chairman

To appoint a Supervising Councillor or Councillors to undertake the quarterly:

- a Internal Financial Control
- b Verification of the bank reconciliations for all accounts.

7 Report from the Personnel Sub-Committee Chairman

To receive and resolve the recommendations of the Personnel Sub-Committee following consideration of the Clerk's request for a review and increase of contracted working hours, including the proposal to work alternate Wednesdays from home.

26/009 Finance

1 Accounts to 30 April- RFO

To receive and consider the Income and Expenditure Report to 30 April and the Balance Sheet as at that date.

2 The Public Sector Deposit Funds (TPSDF)- RFO

To note the return on investment as at 30 April 2026.

26/010 Items for information only Chairman

26/011 Minor matters (if any) Chairman

26/012 Communications Chairman

To identify items for communicating if any.

26/013 Future agenda items Chairman

To identify specific future agenda items.

Part II (if needed)

26/014 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 item to be discussed.

Miss Danielle Davis- 22/05/2026