

FARINGDON TOWN COUNCIL

The Pump House, 5 Market Place, FARINGDON, Oxfordshire, SN7 7HL
Telephone 01367 240281
www.faringdowntowncouncil.gov.uk
Clerk: Sally Thurston



To: Members of the Finance and Audit Committee

You are summoned to attend an online meeting of the Finance and Audit Committee on Wednesday 21st October 2020 at 7.15pm. Press & Public are invited to attend via this link: [Join Microsoft Teams Meeting](#)

Questions can be submitted to office@faringdowntowncouncil.gov.uk

AGENDA

1. Apologies for Absence

To receive and approve

2. Roll call

Cllrs. summoned: *Leniec, Finn, Bentley, Boulton, Castle, Famakin, Smith, Thomas and Wise*

3. Minutes of last meeting – Wednesday 29th July 2020 (attached)

4. Declarations of Interest & requests for dispensations

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when the item is reached. Unless dispensation is granted, you must withdraw from the room when the meeting discusses and votes on the matter.

5. Public Participation Time

This period is designated for public speaking accordance with Standing Order 3 (f). Members of the public are welcome to speak on any business itemised on the agenda for up to 3 minutes. Questions will be restricted to one from each member of public, or a maximum of 3 per meeting. Written notice of questions must be received by the Clerk at least 3 working days before the meeting.

6. Items for Information Only

To include:

- a) Notification of CIL payment
- b) Public Sector Deposit Fund fact sheets

7. Precept 2021.22

a) Office & Establishment

- (i) To receive a current financial report
- (ii) To consider draft revenue & grants budget
- (iii) To consider capital expenditure

b) Faringdon Information Centre

- (i) To receive current financial report
- (ii) To consider draft revenue budget
- (iii) To consider capital expenditure

c) Direct Council Expenditure

- (i) To receive current financial report
- (ii) To consider draft revenue budget
- (iii) To consider capital expenditure

d) Committee Budgets

To NOTE the following budgets and requests for capital expenditure:

- (i) Facilities Committee

(ii) Community and Partnerships Committee

e) Precept Request

To consider total draft precept request.

8. Information Centre

- a) To receive a report from Information Centre Manager (to follow)
- b) To receive Cards for Good Causes agreement (attached)

9. Grant Sub Committee

To receive minutes of the Grant Sub-Committee Meeting, including decisions taken under delegated authority, held on Monday 12th October.

10. Staff Sub Committee

- a) To receive minutes of the Staff Sub-Committee Meeting, including decisions taken under delegated authority, held on Monday 12th October
- b) To elect a member to sit on the staff sub committee to replace Cllr. Farmer.

11. Audit and Internal Controls

- a) To receive and consider external audit report 2019/20 (attached)
- b) To assess effectiveness of internal audit.
- c) Consider internal auditor appointment for 2020/21

12. Christmas Hours

To receive and consider proposed opening hours for the Town Council and Information Centre. Close at 12.30pm Wednesday 23rd December 2020 and re open 9am Monday 4th January 2021

13. Old Town Hall

To consider delegating authority to the Town Clerk to apply for and act as signatory on grant applications

Date: 16th October 2020


Town Clerk