

# **FARINGDON TOWN COUNCIL**

The Pump House, 5 Market Place, FARINGDON, Oxfordshire, SN7 7HL

Telephone 01367 240281

[www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)

Clerk: Sally Thurston



## **Minutes of a meeting of the Finance and Audit Committee on Wednesday 21<sup>st</sup> April at 7.15pm held via Teams virtual conference.**

### **1/2/21 Apologies for Absence**

Cllr. Famakin

### **2/2/21 Roll call.**

Cllrs. present: Finn (Chaired meeting), Leniec (arrived item 15b), Boulton, Castle, Morgan, Thomas and Wise

In Attendance: Sally Thurston, Town Clerk  
Jo King, Town Clerk's Assistant  
Adele Vincent, Information Centre Manager

### **3/2/21 Minutes of last meeting – 20<sup>th</sup> January 2021**

Minutes of last meeting held on Wednesday 20th January 2021 were AGREED and will be SIGNED at the earliest available opportunity.

### **4/2/21 Declarations of Interest & requests for dispensations**

Cllr. Wise in respect of item 9/2/21, Folly Tower Trustee and would not vote on the grant proposed.

### **5/2/21 Public Participation Time**

None

### **6/2/21 Items for Information Only**

Members NOTED that the DRAFT Pump House Project lease had been received but not in time for agenda, some minor errors were NOTED and to be sent to Clerk. This matter would be taken directly to Full Council for discussion.

### **7/2/21 Information Centre**

Members NOTED a report from the Information Centre Manager, highlighting the Information Team were glad to be open again and are looking forward to a good year. Councillors thanked the Information Manager and the team for their work.

### **8/2/21 Financial Reports**

- a) Members NOTED the following reports:
  - i. Office and Establishment
  - ii. Direct Council Expenditure
  - iii. Faringdon Information Centre. Team were congratulated on excellent revenue despite circumstances this year.
  
- b) Members NOTED summaries for the following committees:
  - i. Facilities
  - ii. Community and Partnerships

- c) Members received and considered reserves and to earmark future projects at the close of 2020.21. It was PROPOSED that earmarked reserves for 2021.22 be APPROVED. This was SECONDED and RESOLVED.
- d) Members NOTED a notification of projected end of year balances and reserves.

#### **9/2/21 Grants**

Members received the minutes and recommendations from the Grants subcommittee held on 29<sup>th</sup> March 2021. It was PROPOSED that all recommendations and grants as detailed in the minutes be APPROVED. This was SECONDED and RESOLVED.

#### **10/2/21 Asset Register**

- a) No disposals.
- b) Members received and discussed Asset Register; it was PROPOSED to APPROVE Asset Register. This was SECONDED and RESOLVED. It was NOTED that the recently installed town centre benches were a great addition, request was received to put a bench under Town Hall.

#### **11/2/21 Financial Regulations**

It was PROPOSED to APPROVE financial regulations. This was SECONDED and RESOLVED.

#### **12/2/21 Interim Audit**

Members received and NOTED interim audit recommendations.

#### **13/2/21 Cyber Insurance**

Members NOTED Clerk to attend police led training on cyber security and discuss issue again once attended.

#### **14/2/21 CCLA**

Members received and NOTED updates on the fund.

#### **15/2/21 Town Centre Regeneration**

- a. **Painting and Planting Bursary.**  
Members received notification of monies spent and PROPOSED to continue the scheme with the monies allocated/unused from last year. This was SECONDED and RESOLVED.
- b. **Town Center Bollards**  
Members received and considered a recommendation from the Facilities It was PROPOSED to APPROVE the project in principle. Clarification was needed on materials and funding. Once this was in place the clerk would call an extra meeting. It was further PROPOSED to DELGATE authority to Clerk to apply for the funding, with immediate effect. This was SECONDED and RESOLVED.

**Cllr. Finn PROPOSED that due to the confidential nature of the following items that we move into confidential session. The public be asked to withdraw and recording cease. This was SECONDED and RESOLVED.**

#### **16/2/21 Former Volunteer Public House**

It was NOTED that planning permission had been approved, with retail unit on ground floor. Costs of purchase, funding sources and budget options were discussed. It was PROPOSED to APPROVE the project to purchase the retail unit in principle. It was further PROPOSED to refer matter to Strategic Working Party for a

full discussion and to formulate a recommendation to Council. This was SECONDED and RESOLVED.

**17/2/21 Staff Sub Committee**

Members NOTED:

- Staff working well, coping with hybrid home and office working well.
- Town Clerk had begun a Master's in Public Leadership.
- A change in hours for a staff member.

**Meeting ended 20:00pm**