

# **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



**To: Members of the Finance and Audit Committee**

**Cllrs. Leniec (Chair), Finn, Bentley, Boulton, Burns, Castle, Morgan, Smith, Swallow and Wise**

**You are summoned to attend a meeting of the Finance and Audit Committee on**

**Monday 5<sup>th</sup> September 2022 at 7.30pm (immediately following Tuckers Recreation Ground Trust meeting), in the Jubilee Room, Pump House, Faringdon, SN7 7HL**

**Press & Public are invited to attend either in person or online via this link:**

**[Click here to join the meeting](#) Questions can be submitted to [office@faringdowntowncouncil.gov.uk](mailto:office@faringdowntowncouncil.gov.uk)**

## **AGENDA**

### **1. Apologies for Absence**

To receive and approve

### **2. Elect a Vice Chair**

### **3. Minutes of last meeting**

To agree and sign as a correct record of the meeting held on **Wednesday 20<sup>th</sup> April 2022** (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. Grants**

- a) To elect members to the Grants Sub Committee
- b) To elect a Chair of the Grants Sub Committee
- c) To receive and consider minutes for Grants Sub Committee held on 16<sup>th</sup> May 2022
- d) To consider a youth grant application from Faringdon Community College for £1,320 to fund the Duke of Edinburgh Award Scheme 2022.23 (attached)
- e) To consider a grant application from The Pump House Project to fund the COGS youth counselling service for one year £3,576.00 (attached)
- f) To consider a youth grant application from Faringdon Netball Club for £2,000 to assist in running costs (attached)

### **7. Action list update and Items for Information Only to include:**

- a. Investment and Interest updates
- b. IT renewal and reconfiguring devices (attached)
- c. Action list
- d. Change to date of next meeting

### **8. Information Centre**

To receive a report (to follow)

### **9. Financial Reports (attached)**

a) To receive and consider the following reports:

- i. Office and Establishment
- ii. Direct Council Expenditure
- iii. Faringdon Information centre

b) To receive summaries for the following committees:

- i. Facilities
- ii. Community and Partnerships

c) To receive full summary including notification of balances and reserves

**10. Internal Audit 2021.22**

To receive and consider report (attached)

**11. Bank Signatories**

To appoint bank signatories, to include four councillors and two officers

**12. Tuckers Recreation Ground Trust**

To receive a request from the trust to pay the budgeted grant of £1,100 to assist in the operational costs of the recreation ground.

**13. Virtual meeting room**

To consider additional equipment by IT provider suggested and receive quote (attached)

**14. Faringdon Boules Court**

a) To receive and consider a recommendation from the Facilities Committee to install a Boules Court

b) To receive and consider quotes (attached)

**15. Swan Lane**

To receive and consider costs to implement traffic changes in Swan Lane following a recommendation to request the changes from the Planning and Highways Committee

**16. CIL Allocation**

To consider the current processes in order to make a recommendation to Full Council for future policy in allocating CIL funds

**17. The Place**

a) To receive an update on the current financial position

b) To consider raising an invoice to The Place to request family service fees over the amount granted

**18. Community and Partnerships Recommendations**

a) To allocate 600 to the Pink Plaque project

b) To allocate funding and staff resource to print Faringdon Tunnel Leaflet

**19. Christmas Lights Installation and maintenance contract 2022 – 2024**

To receive a recommendation from the Christmas Lights Working Party

**20. Cricket Club Planning Application**

To receive a request to make a planning application on behalf of Faringdon Cricket Club

**21. Agenda Items**

To consider agenda items for the next meeting

**Due to the nature of the following item. It is likely that it will be discussed in confidential session.**

**22. Staff Matters**

a) To receive a report following Town Clerks Interim review (attached)

b) To receive a recommendation for a 1SCP increase for the Marketing and Communities Officer following successful completion of ILCA

c) To receive a recommendation for a 1SCP increase for the Facilities and Services Officer following successful completion of probation

d) To receive and consider training costs policy (attached)

e) To consider the Town Clerk attending the SLCC National Conference 2022

f) To receive and consider a motion to investigate a temporary/ part time Climate Change Officer (to follow)

**Date: 30/8/2022**

*Sally Thurston*  
Town Clerk