

FARINGDON TOWN COUNCIL

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



Minutes of Finance and Audit Committee Meeting held on Monday 5th December 2022 at 7pm in the Jubilee Room, Pump House, Faringdon

Members Present: Cllrs: Leniec (Chair)
Bentley
Castle
Finn
Bentley
Wise
Morgan (online, non-voting)
Boulton (online, non-voting)

In attendance: Sally Thurston, Town Clerk
Margaret Nairne, Town Clerk's Assistant

1/5/22 Apologies for Absence:

Cllrs. Burns, Smith and Swallow

2/5/22 Minutes of last meeting

It was PROPOSED that the minutes of the meeting held on Tuesday 18th October 2022 be signed as a correct record. This was SECONDED and RESOLVED.

3/5/22 Declarations of Interest & requests for dispensations

Cllr. Bentley disclosed an interest in item 8/5/22. Dispensation was granted on discussion on and votes policy but not on specific questions of the current allowance.

4/5/22 Public Speaking and Question Time

None

5/5/22 Members NOTED for Information Only:

Action list update, Public Sector Deposit Fund update, Old Theatre rental valuation

6/5/22 Precept 2023.24

- a) Office & Establishment
 - i. Members NOTED a current financial report
 - ii. Members considered the draft revenue & grants budget. It was PROPOSED that the DRAFT revenue budget of £359,025 and grant budget of £58,350 be put forward. This was SECONDED and RESOLVED. Members agreed to review the grants budget in the second half of the new financial year and if still a demand, would look to vire funds from reserves.
 - iii. There were no current items to consider for capital expenditure.
- b) Faringdon Information Centre
 - i. Members NOTED a current financial report
 - ii. Members considered the DRAFT revenue budget. It was PROPOSED that the DRAFT revenue budget of £4290 be put forward. This was SECONDED and RESOLVED.
 - iii. There were no current items to consider for capital expenditure
- c) Direct Council Expenditure
 - i. Members NOTED a current financial report
 - ii. Members considered the DRAFT revenue budget. It was PROPOSED that the DRAFT Revenue budget of £14,960.19 be put forward. This was SECONDED and RESOLVED.

- iii. There were no current items to consider for capital expenditure
- d) **Committee Budgets**
Members received the following draft budgets:
- i. The Facilities Committee budget was NOTED
 - ii. The Community and Partnerships Committee (CPC) budget was received. The Committee were asked to look at savings to reach a revenue budget of £17,539 in order to achieve a Band D increase of less than 3%. It was agreed to hold an extra CPC meeting to discuss this on 12th December 2023.
- e) **Precept Request**
- i. Members received and considered the tax base.
 - ii. It was PROPOSED that a total DRAFT precept request for **£480,260** be put forward. Cllr Leniec PROPOSED, Cllr Castle SECONDED, and it was RESOLVED to present the above budget and precept request to the next Full Council meeting.

7/5/22 Christmas Opening Hours

Members approved the Town Council and Information Centre Christmas closure period from 4pm on 23/12/2022 to 9am on 3/1/2023.

8/5/22 Mayor's Event

- a) Members considered a request from Cllr Bentley to fund a Christmas event for local organisations from the mayor's allowance along with other requests for expenses payments. Members agreed that a request for funding an event should go to the CPC, with full costings, for consideration prior to the event being organised, and any expenses claims should be tested against the agreed policy for mayor's expenses.
- b) Members considered and discussed a draft amended policy for Mayor and Member's Expenses on the basis that the policy needs to ensure
 - that the mayor is not financially disadvantaged by the role
 - expense claims should be for the benefit of Faringdon and the wider community
 - expense claims can stand the test of public scrutiny.
 It was PROPOSED, SECONDED and RESOLVED to APPROVE the amended policy.

9/5/22 Pension

- a) Members NOTED the funding strategy
- b) Members NOTED the valuation results

10/5/22 Facility Committee Recommendations

- Chiller Cabinet for the Corn Exchange: It was PROPOSED, SECONDED and RESOLVED to release up to the sum of £750 to purchase a chiller cabinet pending further consultation with Cllr Castle and the Chair and Clerk of the Facilities Committee.
- Corn Exchange Notice Board: It was PROPOSED, SECONDED and RESOLVED to accept the Green Barnes quote for a 3-bay recycled material noticeboard at a cost of £1,883.
- Welcome Signs: It was PROPOSED, SECONDED and RESOLVED to release earmarked reserve to purchase a welcome sign at £1,146 for Coxwell Rd and to provide a budget of £2,300 for two further signs for Radcot Road and London Road.

Due to the confidential nature of the following item Cllr Leniec PROPOSED it be discussed in confidential session. This was SECONDED and RESOLVED.

11/5/22 Staffing

- a) Members NOTED a report following the town clerk's successful annual appraisal and band increase in line with agreed policy.
- b) Members NOTED the 2022.23 pay awards which will be back dated to April 2022.

14/5/22 Agenda items for meeting 16th January 2023

To be sent to the Clerk.

Meeting closed at: 8.23 pm