

FARINGDON TOWN COUNCIL

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



To: Members of the Finance and Audit Committee

Cllrs: Boulton, Castle, Famakin, Finn, Leniec, Morgan, Norris, Webb, Wild and Wise

You are summoned to attend a meeting of the Finance and Audit Committee on Monday 8th January 2024 at 7pm.

Press & Public are invited to attend in person or via this link: [Click here to join the meeting](#)

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

AGENDA

1. Apologies for Absence

To receive and approve

2. Minutes and notes of meetings

To agree minutes of a meeting held on **Monday 30th October 2023** (attached)

3. 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.

4. 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.

5. Items for Information Only to include:

- a. Investment and Interest updates
- b. Action list
- c. Pension Administration Strategy
- d. Letter requesting governors for Faringdon primary schools

6. Information Centre

To receive and consider a report (to follow).

7. Finance Reports and Precept 2024.25

a) Office & Establishment

- (i) To receive a financial report 2023.24
- (ii) To consider draft revenue & grants budget 2024.25
- (iii) To consider capital expenditure 2024.25

b) Faringdon Information Centre

- (i) To receive a financial report 2023.24
- (ii) To consider draft revenue budget 2024.25
- (iii) To consider capital expenditure 2024.25

c) Direct Council Expenditure

- (i) To receive a financial report 2023.24
- (ii) To consider draft revenue budget 2024.25

(iii) To consider capital expenditure 2024.25

d) Committee budgets and reports

- a. To receive financial summary reports 2023.24
 - (i) Facilities Committee
 - (ii) Community and Partnerships Committee
- b. To receive and consider the following draft budgets and requests for capital expenditure for 2024.25
 - (i) Facilities Committee
 - (ii) Community and Partnerships Committee

e) Precept Request

To consider precept request for recommendation to full council

f) To receive full summary including notification of balances

8. Internal Interim Audit 2023.24

To receive and consider

9. Grants Sub-Committee

- a) To receive minutes, reports and recommendations of the Grants-Subcommittee including any decisions taken under delegated authority.
- b) To consider a grant request from Root and Branch for £2930 following a rest for further information.

10. Regalia Quotes

To receive and consider recommendations from full council for:

- a) Improvements to Mayors Chain
- b) Deputy Mayors Regalia

Due to the confidential nature of the following items it is likely they will be held in closed session.

11. Staffing

- a) To receive summary of staff appraisals
- b) To consider staff increments linked to appraisal pay policy
- c) To consider Town Clerk increment increases linked to attainment of Masters and appraisal pay policy.
- d) To consider a staffing update and review

12. Agenda Items

To consider agenda items for the next meeting

Sally Thurston

Town Clerk

22nd December 2023