

FARINGDON TOWN COUNCIL

The Pump House, 5 Market Place FARINGDON,
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Clerk: Katherine Doughty



To: Members of the Finance and Audit Committee

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

You are summoned to attend a meeting of the Finance and Audit Committee on Monday 28th October 2024 at 7.00pm.

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 note apologise for absence.

2. Minutes and notes of meetings

To agree minutes of a meeting held on **Monday 17th September 2024.**

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) Correspondence from Bank.

6. Direct Debits

To resolve to pay by direct debit for:

- a) LeasePlan UK Ltd (trading as Ayvens).
- b) Breathe HR.

7. Information Centre

To receive and consider a report.

8. Christmas Lights

To note arrangements for this year and confirm tree costs.

9. Finance Reports and Precept 2025.26

- a) To receive an interim report on projects and potential capital expenditure items for 2025.26.
- b) Office & Establishment
 - (i) To receive a half year financial report 2024.25.
 - (ii) To consider draft revenue and grants budget 2025.26.

- c) Faringdon Information Centre
 - i) To receive a half year financial report 2024.25.
 - ii) To consider draft revenue budget 2025.26.
- d) Direct Council Expenditure
 - i) To receive a half year financial report 2024.25.
 - ii) To consider draft revenue budget 2025.26.
- e) Facilities Committee
 - i) To receive half year financial reports 2024.25.
 - ii) To consider the draft revenue budget 2025.26.
- f) Community and Partnerships Committee
 - i) To receive half year financial reports 2024.25.
 - ii) To consider the draft revenue budget 2025.26.

10. Precept request 2025.26

To consider initial draft precept request and agree actions.

11. To receive full summary including notification of balances at 30th September 2024.

12. To receive CIL payment notification and report.

13. Human Resources

- a) To consider and approve a quote for required training.
- b) To consider and approve affiliate membership of Society of Local Council Clerks for two employees.

EXCLUSION OF THE PUBLIC AND PRESS: At the conclusion of this part of the agenda, the Chairman will move that, considering the confidential nature of the business to be discussed, the public, press and broadcast media be excluded for the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960.

- c) To receive an interim report on Human Resources and recommendations for consideration.
- d) To note current Local Government 2024 pay claim status and agree actions.
- e) To receive a summary of staff appraisals.
- f) To consider staff increments linked to appraisal pay policy.

14. Agenda Items

To consider agenda items for the next meeting.



**Town Clerk
23rd October 2024**