

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: Katherine Doughty



To: Members of the Finance and Audit Committee

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

You are summoned to attend a meeting of the Finance and Audit Committee on Monday 28th April 2025 at 7.00pm.

Press & Public are invited to attend in person or via this link: [Join the meeting now](#).

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

AGENDA

- 1. Apologies for absence**
To receive and note apologies for absence.
- 2. Minutes and notes of meetings**
To agree minutes of a meeting held on **Monday 31st March 2025**.
- 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) Westmill Solar investment.
- 6. Information Centre**
To receive and consider an end of year report.
- 7. Financial Reports**
 - a) To receive and consider the following reports:
 - i. Office and Establishment.
 - ii. Direct Council Expenditure.
 - iii. Faringdon Information centre.
 - b) To receive and consider summaries for the following committees:
 - i. Facilities.
 - ii. Community and Partnerships.
- 8. To consider use of Reserves for the following committee expenditure:**
 - a) Facilities Committee**
9/3/25 Pump House b.
Members received quotes for the redecoration of the building and it was agreed to consider approving the internal decorating in phases. The Clerk will go back to Minds Eye Associates for a breakdown of costs before taking to Finance Committee for approval:
 - i. Ground floor and stairs - £6954.34
 - ii. Top floor - £6954.66
 - iii. Jubilee room and first floor rooms - £6955.00

9/3/25 Pump House c.

Members received quotes for repairing the sash windows and Cllr. Norris PROPOSED, Cllr. Castle SECONDED and it was RESOLVED to go ahead with the quote from Heritage Joinery for £3971.48, ensuring that draft proofing is included in their quote.

9/3/25 Pump House d.

Members received quotes for the restoration of the two Bennett portraits and Cllr. Castle PROPOSED, Cllr. Norris SECONDED and it was RESOLVED to go ahead with the quote from Plowden and Smith for £4305.

9/3/25 Pump House e.

Front door: Cllr. Norris PROPOSED, Cllr. Leniec SECONDED and it was RESOLVED to approve the quote for refurbishment of the original door from Imperial Restoration to a sum of £1412 with money taken from CIL money or Reserves, to be approved by the Finance Committee.

b) Community & Partnerships Committee

6/3/25 Tourist Bus 2025

Members NOTED a list of quotes and Cllr. Castle PROPOSED, Cllr. Leniec SECONDED and it was RESOLVED that Faringdon Town Council will accept Stagecoach's quote (£6710) to run the Tourist Bus this year, which will be funded by grants wherever possible and by Section 106 / CIL funding if necessary, on the condition that relevant data is collected and tickets will be reasonably priced.

c) Grants Sub-Committee

6/2/25 b) Oxford Play Association for Faringdon Junior Youth Club: Cllr. Castle PROPOSED, Cllr. Leniec SECONDED and it was RESOLVED to give a grant of £5,000 from youth budget, the remainder to come from Earmarked Reserves. Plus any recommendations from the meeting of 28 April 2025 for the use of Earmarked Reserves.

9. Grants Sub-Committee

To note the minutes of the Grants Sub-committee meeting held on 31st March 2025 including any decisions taken under delegated authority.

10. Risk Management Policy & Strategy

To consider and approve a draft Risk Management Policy & Strategy and agree actions.

11. Internal Audit 2024.25

To note the Internal Audit report and agree actions (for further noting by Full Council).

12. Financial Regulations

To consider amending the Financial Regulations to reflect committees delegated authority to spend within budgets.

13. Agenda Items

To consider agenda items for the next meeting.

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.

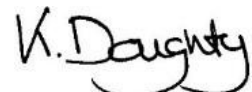
14. Contract cleaners

To consider continuing with contract cleaners for The Pump House and agree actions.

15. Discretions Policy

a) To consider a revised Discretions Policy.

b) To consider a request to transfer a private pension into the council's pension scheme outside of the 12-month transfer window.



Town Clerk
23rd April 2025