

# **FARINGDON TOWN COUNCIL**

The Pump House, 5 Market Place FARINGDON,  
Oxfordshire, SN7 7HL  
Telephone 01367 240281  
office@faringdowntowncouncil.gov.uk  
[www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)  
Clerk: Katherine Doughty



## **Minutes of Finance and Audit Committee Meeting held on Monday 28<sup>th</sup> April 2025 at 7pm in the Jubilee Room, Pump House, Faringdon**

### **Members Present:**

Cllr. Leniec (Chair)  
Cllr. Boulton  
Cllr. Farmer  
Cllr. Finn  
Cllr. Webb  
Cllr. Wise

### **In attendance:**

Katherine Doughty, Town Clerk  
Margaret Nairne, Town Clerk's Assistant

### **In attendance online:**

Cllr. Ford; Cllr. Morgan

### **1/5/25 Apologies for Absence:**

Cllr. Castle, Cllr. Ford, Cllr. Morgan, Cllr. Norris, Cllr. Wild

### **2/5/25 Minutes and notes of meetings**

It was PROPOSED that the minutes of the meeting held on Monday 31<sup>st</sup> March 2025 be signed as a correct record. This was SECONDED and RESOLVED.

### **3/5/25 Declarations of Interest & requests for dispensations**

None

### **4/5/25 Public Speaking and Question Time**

None

### **5/5/25 Items for information only:**

Members NOTED

a) An investment and Interest update: the Clerk will review cash funds held in all accounts and consider recommendations on ways to improve returns.

b) Action list

c) Westmill Solar investment update.

### **6/5/25 Information Centre**

Members NOTED an end of year report.

### **7/5/25 Financial Reports**

a) Members NOTED the following reports:

i. Office and Establishment

ii. Direct Council Expenditure

iii. Faringdon Information centre

b) Members NOTED summaries for the following committees:

i. Facilities

ii. Community and Partnerships

## **8/5/25 To consider use of Reserves for the following committee expenditure:**

### **a) Facilities Committee**

- Pump House internal redecoration:  
Cllr. Leniec PROPOSED, Cllr. Finn SECONDED and it was RESOLVED to go ahead with the quote from Mind's Eye Associates of £6954.34 firstly for the ground floor and stairs. This will be followed secondly by redecorating the top floor followed thirdly by redecorating the Jubilee Room and first floor rooms. Expenditure to be funded from Asset Maintenance Earmarked Reserves.
- Pump House external decoration:  
Members considered the timing of the repair of the sash windows and the quote from Heritage Joinery for £3971.48. It was agreed to defer the decision to go ahead as should be timed to coincide with scaffolding being up and clarification of funding source.
- Pump House. Restoration of the two Bennett portraits:  
Cllr. Leniec PROPOSED, Cllr. Finn SECONDED and it was RESOLVED to go ahead with the quote from Plowden and Smith for £4305 for the restoration of the two Bennett portraits. Expenditure to be funded from Asset Maintenance Earmarked Reserves
- Pump House front door:  
Cllr. Leniec PROPOSED, Cllr. Farmer SECONDED and it was RESOLVED to go ahead with the quote from Imperial Restoration for £1412 for the refurbishment of the original front door. Expenditure to be funded from Asset Maintenance Earmarked Reserves

### **b) Community & Partnerships Committee**

- Tourist Bus 2025  
Cllr. Leniec PROPOSED, Cllr. Boulton SECONDED and it was RESOLVED to accept Stagecoach's quote (£6710) to run the Tourist Bus this year, which will be funded by grants wherever possible and by CIL funding if necessary, on the condition that relevant data is collected and tickets will be reasonably priced.

### **c) Grants Sub-Committee**

- Oxford Play Association for Faringdon Junior Youth Club: Cllr. Leniec PROPOSED, Cllr. Farmer SECONDED and it was RESOLVED to give a grant of £5,000 from youth budget, the remainder £1500 to come from Earmarked Reserves Youth Grants (EMR 330).
- Champions MA Faringdon:  
Cllr. Leniec PROPOSED and Cllr. Webb SECONDED and it was RESOLVED to give a grant of £2,283 from General Grants Earmarked Reserves (EMR 402).
- Youth Challenge Oxfordshire  
Cllr. Wise PROPOSED, Cllr. Leniec SECONDED and it was RESOLVED to give the requested grant of £2000 from General Grants Earmarked Reserves (EMR 402).

## **9/5/25 Grants Sub-Committee**

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

## **10/5/25 Risk Management Policy & Strategy**

Members considered and Cllr. Leniec PROPOSED, Cllr. Finn SECONDED and it was RESOLVED to approve the draft Risk Management Policy & Strategy.

## **11/5/25 Internal Audit 2024.25**

Members NOTED the Internal Audit report and agreed to put it forward to be noted by Full Council.

## **12/5/25 Financial Regulations**

Cllr. Farmer PROPOSED, Cllr. Boulton SECONDED and it was RESOLVED to approve amending Section 5.15 of the Financial Regulations to reflect committees delegated authority to spend within budgets (and thereby remove the current upper £5000 limit on autonomous spending).

**13/5/25 Agenda items for the next meeting**

- Budget allocations for grants.

**Due to the confidential nature of the following items it was PROPOSED it be discussed in closed session. This was SECONDED and RESOLVED.**

**14/5/25 Contract cleaners**

Members agreed to continuing with the contract cleaners for the Pump House. Cllr. Leniec PROPOSED, Cllr. Finn SECONDED and this was RESOLVED

**15/5/25 Discretions Policy**

- a) Members considered and approved a revised Discretions Policy  
Cllr. Leniec PROPOSED, Cllr. Webb SECONDED and it was RESOLVED to re-adopt the previous policy from March 2024.
- b) Members considered the transfer of a private pension into the council's pension scheme outside of the 12-month transfer window. Cllr. Leniec PROPOSED, Cllr. Webb SECONDED and it was RESOLVED that regrettably this would not be approved.

**Meeting closed at: 8.20p.m.**