

FARINGDON TOWN COUNCIL

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Clerk: Katherine Doughty



Minutes of Finance and Audit Committee Meeting held on Monday 20th October 2025 at 7.00pm in the Jubilee Room, Pump House, Faringdon

Members Present: Cllr. Leniec (Chair)
Cllr. Castle
Cllr. Finn
Cllr. Webb
Cllr. Wise

In attendance: Sarah Johnson, Deputy Town Clerk
Margaret Nairne, Town Clerk's Assistant

In attendance online: Cllr. Ford, Cllr. Morgan

1/8/25 Apologies for Absence: Cllr. Farmer, Cllr. Ford, Cllr. Morgan

2/8/25 Minutes and notes of meetings

It was PROPOSED that the minutes of the meeting held on Monday 28th July 2025 be signed as a correct record. This was SECONDED and RESOLVED.

3/8/25 Declarations of Interest & requests for dispensations

None

4/8/25 Public Speaking and Question Time

None

5/8/25 Items for information only to include:

Members NOTED

- a) Action List.
- b) Investment and Interest updates.

6/8/25 Information Centre

Members NOTED a report and thanked the Information Centre manager and Members would like to ask for a more detailed, costed proposal for suggested changes to the use of the ground floor rooms for the next meeting.

7/8/25 To consider use of Reserves for the following committee expenditure:

a. Grants Sub-Committee 14th July 2025

6/7/25 General grant applications:

- i) Southampton Street Car Park Community Gardeners: Cllr. Leniec PROPOSED, Cllr. Castle SECONDED and it was RESOLVED to award the grant of £150 from the vulnerable residents budget.
- ii) Faringdon Folly Tower Trust: Cllr. Leniec PROPOSED, Cllr. Castle SECONDED and it was RESOLVED to award the grant of £2500 from the Folly Tower Trust budget line.
- iii) Faringdon Netball Club: Cllr. Leniec PROPOSED, Cllr. Castle SECONDED and it was RESOLVED to award the grant of £2000 with £1450 from the vulnerable residents budget and £550 from general reserves.

8/8/25 Finance Reports and Precept 2025.26

- a) Members NOTED an interim report on projects and potential capital expenditure items for 2026.27.
- b) **Office & Establishment**
 - (i) Members NOTED a half year financial report 2025.26.
 - (ii) Members considered a draft revenue & grants budget for 2026.27. It was PROPOSED that a DRAFT revenue budget of £538,330 and a GRANT budget of £62,680 be put forward. This was SECONDED and RESOLVED.
- c) **Faringdon Information Centre**
 - i) Members NOTED a half year financial report 2025.26.
 - ii) Members considered a draft revenue budget for 2026.27. It was PROPOSED that a DRAFT revenue budget of £3,057 plus a request for capital expenditure of £3,500 be put forward. This was SECONDED and RESOLVED.
- d) **Direct Council Expenditure**
 - i) Members NOTED a half year financial report 2025.26.
 - ii) Members considered a draft revenue budget for 2026.27. It was PROPOSED that a DRAFT revenue budget of £14,648 be put forward. This was SECONDED and RESOLVED.
- e) **Facilities Committee**
 - i) Members NOTED half year financial reports 2025.26.
 - ii) Members considered a draft revenue budget for 2026.27 and it was PROPOSED that a DRAFT revenue budget be put forward as follows.
Corn Exchange = £22,351 plus a request for capital expenditure of £20,000 towards a new boiler
Pump House = £22,036
Recreation and Open Spaces = £24,064 plus a request for capital expenditure of £5,000 for Christmas lights.
This was SECONDED and RESOLVED.
- f) **Community and Partnerships Committee**
 - i) Members NOTED half year financial reports 2025.26.
 - ii) Members considered a draft revenue budget for 2026.27. It was PROPOSED that a DRAFT revenue budget of £16,553 plus a request for capital expenditure of £3,500 for two noticeboards be put forward. This was SECONDED and RESOLVED.

9/8/25 Precept request 2026.27

Members considered an initial draft precept request. Cllr. Leniec PROPOSED, Cllr. Wise SECONDED and it was resolved to take forward an initial draft precept request for £641,039. It was NOTED that we are waiting for the District Council to confirm the valuation of the council tax Band D for the year 2026.27.

10/6/25 To receive full summary including notification of balances at 30th September 2025

Members NOTED the full summary including notification of balances at 30th September 2025.

11/8/25 The Pump House

- a) Members considered and PROPOSED, SECONDED and RESOLVED to approve the S106 terms and conditions specified by the White Horse District Council for the release of funds for the CCTV project.

- b) Members considered and approved quotes for installation of a CCTV system. Cllr. Castle PROPOSED, Cllr. Finn SECONDED and it was RESOLVED to go ahead with a quote for £3,755 from Cedar Telecom.
- c) Members agreed to set up and appoint members to a Working Party to consider the Council's future accommodation. Cllr. Leniec PROPOSED, Cllr. Castle SECONDED and it was RESOLVED to set up a Working Party to consider the Town Council's future accommodation, members to include: Chair of Finance (Cllr. Leniec), Chair of Facilities (Cllr. Boulton) and the Mayor (Cllr. Ford).
- d) Members considered a report and recommendations for a new Point of Sale system in the Information Centre and Cllr. Leniec PROPOSED, Cllr. Castle SECONDED and it was RESOLVED to go ahead with the quote from ImpactEOS with approval of spending to a cap of £2,000.

Due to the confidential nature of the following item the Chair moved that 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 and the item be discussed in closed session. This was PROPOSED, SECONDED and RESOLVED.

12/8/25 Human Resources

- a) Members NOTED current Local Government 2025 pay claim status and agreed to approve backdated pay rise. Cllr. Leniec PROPOSED, Cllr. Castle SECONDED and it was RESOLVED to approve the backdated payrise from the beginning of the financial year.
- b) Members NOTED and Cllr. Leniec PROPOSED, Cllr. Wise SECONDED and it was RESOLVED to approve the Christmas office closure dates of Monday 22nd December and 25th December to 2nd January 2026 as per employee contracts.
- c) Members considered and Cllr. Leniec PROPOSED, Cllr. Finn SECONDED and it was RESOLVED to approve the amended job description/title and hours for the Marketing and Communities Officer.
- d) Members considered and Cllr. Finn PROPOSED, Cllr. Castle SECONDED and it was RESOLVED to approve the new job description/title for the current Activities Officer.

13/8/25 Agenda items for next meeting:

Items for Monday 12th January 2026 should be forwarded to Clerk by Tuesday 6th January 2026.

Meeting closed at: 8.26 p.m.