

# **FARINGDON TOWN** **COUNCIL**

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Clerk: Sally Thurston



**Minutes of a Finance & Audit Committee meeting held on Wednesday 21<sup>st</sup> January 2015 at 7.15 pm in the Jubilee Room, The Pump House, Faringdon.**

**PRESENT:** Cllrs. Steve Leniec (Chairman)  
Julie Farmer  
Mark Greenwood  
Andrew Marsden  
David Price  
Mike Wise  
Ian Bell (deputising as vice chair for R&OS)

**In Attendance:** Sally Thurston, Town Clerk

## **1/1/15 Apologies for Absence**

Apologies were received from Cllrs. Angela Finn and James Gregory

## **2/1/15 Declarations of Interest**

Cllr Mike Wise declared an interest in the grant application from Friends of Folly Trust as he is a member.

## **3/1/15 Minutes of Last Meeting: 22<sup>nd</sup> October 2014**

The Minutes were signed as a correct record.

## **4/1/15 Items for Information Only**

None

## **5/1/15 Public Speaking Time**

None

## **6/1/15 Public Question Time**

## **7/1/15 Faringdon Community & Tourist Information Centre**

A quarterly report was received from the C&TIC Supervisor. This was NOTED.

## **8/1/15 Financial Reports**

Members received 3<sup>rd</sup> quarter reports for the following:

- (a) Office & Establishment
- (b) Faringdon Community & Tourist Information Centre

(c) Direct Council Expenditure

These reports were NOTED.

Members received and NOTED a financial summary for the following committees:

- *Venues Committee*
- *Recreation & Open Spaces*
- *Planning & Highways*
- *Youth Services Committee*

**Cllr. Steve Leniec proposed that items 14, 13 & 12 were moved up the agenda due to their impact on the Precept Discussions. This was seconded and CARRIED**

**14/1/15 Staff Matters**

(a) It was proposed that the Town Clerk was authorised sign the Pension Administration Strategy Agreement. This was seconded and CARRIED.

(b) National Salary Awards

- (i) *Members considered the implementing the 2014/2016 National Salary Award with effect from 1<sup>st</sup> January 2015 which represents an increase of 2.2%.*

After lengthy discussion it was proposed that the council implement the rise for all council staff including the youth centre staff. This was seconded and CARRIED.

It was proposed that the Clerk investigate the financial impact of moving the Youth Centre Staff from JNC pay scales to the NALC pay scales in line with other council staff and report to the next meeting. This was AGREED.

- (ii) *Members considered an SLCC recommended non – consolidated (one-off) payment for employees in December 2014 and April 2015.*

It was proposed that the clerk review the accounts to ascertain that council had the funds to cover this payment and report to the next meeting. This was AGREED.

**Cllr. Steve Leniec proposed to invoke Standing Order 1(c) due to the confidentiality of the following items. This was seconded and CARRIED.**

(c) Members received and considered a recommendation from the clerk to award a 1 SCP pay increase to the C&TIC Supervisor / Marketing Officer following a successful completion of the probationary period. It was proposed to accept the recommendation. This was seconded and CARRIED.

**Cllr. Steve Leniec proposed to revoke Standing Order 1(c) and go back into public session. This was seconded and CARRIED**

### **13/1/15 I.T Provision**

Members considered a quote and proposal from Microshade to move council IT provision to a hosted system which was constantly updated and would ensure safe storage of DATA. It was felt that the Town Council needed to protect services with safe and up to date IT.

It was proposed that Microshade be invited to give a presentation of their services to council. This was AGREED.

It was proposed that budget provision for the services be included in the 2015/16 budget pending a decision after the presentation. This was seconded and AGREED.

### **12/1/15 FAZE Site Purchase**

Following the granting of planning permission for continuation of use as a Youth Centre members considered the purchase of the former Highways Depot on Highworth Rd.

Members were informed that there was a sum of £50,000 available from a grant made by Bloor homes for Youth provision. It was suggested that other funds needed to reach the purchase price of £79,000 plus legal fees should be found from budget savings, reserves and to precept for a capital project.

Members agreed that the purchase of the site would mean that all areas of council would need to make savings.

It was proposed that a recommendation be made to Full Council to purchase the site. This was seconded and CARRIED.

### **10/1/15 Precept 2015/16**

Members considered further amendments required to the following budgets:

#### **(a) Office & Establishment**

##### ***(i) Revenue Budget***

It was proposed seconded and CARRIED to reduce the following budgets:

Photocopiers costs to £1,000

Stationery costs to £1,000

Printing Costs to £0

Security costs to £0

Overall grants budget to £7,750

Training costs to £4,000

Postage to £265

It was AGREED that the clerk should review all subscriptions.

It was proposed seconded and CARRIED to increase the following budgets:

IT Costs to £4,000

Salaries to reflect national pay increase to £214,650

This resulted in a final revenue budget of: £267, 535

(b) Faringdon Community & Tourist Information Centre

(i) *Revenue Budget*

It was proposed that no further changes were made to this budget. This was seconded and CARRIED.

This resulted in a final revenue budget of : - £2,580

(c) Direct Council Expenditure

(i) *Revenue Budget*

It was proposed that no further changes were made to this budget.

This was seconded and CARRIED.

This resulted in a final revenue budget of: £18,300

(d) To review the following Committees' Budgets

(i) *Venues Committee*

It was proposed that this committee be asked to reduce their overall revenue budget by £750 this was seconded and CARRIED.

This resulted in a final revenue budget of: £16,025

(ii) *Recreation & Open Spaces*

It was proposed that this committee be asked to reduce their overall revenue budget by £750 this was seconded and CARRIED.

This resulted in a final revenue budget of: £12,945

(iii) *Planning & Highways*

It was proposed that no further changes were made to this budget.

This was seconded and CARRIED.

This resulted in a final revenue budget of: £2,730

(iv) *Youth Services Committee*

It was proposed that no further changes were made to this budget.

This was seconded and CARRIED.

This resulted in a final revenue budget of: £19,435

(e) Capital Expenditure

It was proposed that:

- All capital projects be removed from the budgets
- £10,000 capital be included and used for the purchase of the FAZE site
- If the FAZE site was not purchased committees could bid for this fund.

These were seconded and CARRIED.

It was proposed that a total precept requirement of £326,347 for 2015 /16 be recommended to the Town meeting and Full Council. This would represent an increase of 3.5%. This was seconded and CARRIED.

**11/1/15 FAZE Lease Renewal**

Members considered a recent invoice received from Oxfordshire County Council for the renewal of the FAZE site lease. The Clerk's actions to reduce the amount were NOTED.