

FARINGDON TOWN COUNCIL

The Pump House, 5 Market Place, FARINGDON, Oxfordshire,
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www.faringdowntowncouncil.gov.uk

Clerk: Sally Thurston



To: Members of the Finance and Audit Committee

You are summoned to attend a Finance and Audit Committee meeting to be held on Monday 9th January 2017 at 8pm in the Jubilee Room, the Pump House, Faringdon. Press & Public are invited to attend.

AGENDA

1. Apologies for Absence

2. Declarations of Interest

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. Please refer to notes in your member's folder.

3. Minutes of Last Meeting: Wednesday 23rd November 2016

4. Items for Information Only

5. Public Speaking Time

This period is designated for public speaking accordance with Standing Order 1(d). Members of the public are welcome to speak on any business itemised on the agenda for up to 3 minutes.

6. Public Question Time

Questions will be limited to one per member of public, or a maximum of three per meeting. Written notice of questions must be received by the Clerk at least 3 working days prior to the meeting.

7. Applications for Financial Assistance

a) *To consider the following applications:*

Name of Organisation	Amount	Purpose of Grant
Wantage Independent Advice Centre	£1,500	General Expenses
Citizens Advice Bureau	£2095	Expenses to provide an extended service in Faringdon
Party in the Park	£200	To part fund the hire of a generator
Faringdon Beer Society	£800	Towards marketing, advertising and associated costs of a beer festival.

b) To consider a request from Tuckers Recreation Ground Trust for the £1,000 annual grant.

c) To receive repeat grant applications 2017/18.

8. Community and Tourist Information Centre

To receive and consider a report.

9. Financial Reports

- a) To receive the following reports:
 - (i) *Office and Establishment*
 - (ii) *Faringdon Tourist Information centre*
 - (iii) *Direct Council Expenditure*

- b) To receive a financial summary for the following committees:
 - (i) *Venues*
 - (ii) *Recreation and Open Spaces*
 - (iii) *Planning and Highways*
 - (iv) *Youth Services*

- c) To receive Clerk's report of Council current financial position and predicted end of year reserves

10. Precept 2017/18

To consider any further amendments required to the following budgets:

- a) Office & Establishment
 - (i) *Revenue Budget*
 - (ii) *Capital Expenditure*

- b) Faringdon Community & Tourist Information Centre
 - (i) *Revenue Budget*
 - (ii) *Capital Expenditure*

- c) Direct Council Expenditure
 - (i) *Revenue Budget*
 - (ii) *Capital Expenditure*

- d) To review the following Committees' Budgets
 - (i) *Venues Committee*
 - (ii) *Recreation & Open Spaces*
 - (iii) *Planning & Highways*
 - (iv) *Youth Services Committee*

- e) To make recommendations to full Council for total amount of precept required for 2017/18.

11. Financial Risk Assessment

To review and approve financial risk assessment for 2016.17

12. Business Co-ordinator

To consider a recommendation to purchase of a laptop and mobile phone for business use.

13. Mobile Phone Contracts

To consider a recommendation from the Town Clerk to move Town Council mobiles to one business account.

14. Computer Upgrades

To receive and consider a quote to upgrade PC's to ensure they are compatible with hosted IT systems.

15. Photocopier Lease

To receive and consider quote for the renewal of the photocopier lease.

16. Staff Matters

It is likely that due to the confidential nature of the item to be considered that it will be held in closed session.

To consider awarding a one spinal column point increase following the successful completion of level 4 in Community Governance and achieving Advanced Clerk status, as recommended by SLCC.

Dated: 3rd January 2017

Sally Thurston, Town Clerk