

FARINGDON TOWN **COUNCIL**

The Corn Exchange, FARINGDON, Oxfordshire, SN7 7JA
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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 Wednesday March 4th 2015 at 7.15 pm in the Jubilee Room, the Pump House, Faringdon.

Press & Public are invited to attend.

Members are asked to declare any personal interest and the nature of that interest which they may have in any of the items under consideration at this meeting during Item 2. Please refer to notes in your Member's folder.

AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Minutes of Last Meeting: **Wednesday 21st January 2015**
4. Items for Information Only
5. Public Speaking Time
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. Faringdon Community and Tourist Information Centre
To receive a report from Beth Davis, FC&TIC Supervisor.
8. Financial Reports
To receive the following financial reports to the end of January 2015:
 - (a) Office & Establishment
 - (b) Faringdon Community & Tourist Information Centre
 - (c) Direct Council Expenditure
 - (d) To review the following summaries
 - (i) Venues Committee
 - (ii) Recreation & Open Spaces
 - (iii) Planning & Highways
 - (iv) Youth Services Committee

9. Audit and Internal control
 - (a) To receive quotations and appoint an internal auditor.
 - (b) To receive and approve a financial risk assessment for 2014/15.
 - (c) To discuss and consider carrying out a full review of financial regulations, risk management and internal control.
10. Strategic Working Party Recommendations
 - (a) To consider and discuss the formulation of a 3 year plan for Finance and Audit Committee
 - (b) To review Finance and Audit Committee Terms of Reference.
11. FAZE
 - (a) To receive an update on the legal charges for the renewal of the FAZE lease.
 - (b) To receive an update on progress regarding site purchase
 - (c) To consider the appointment of a solicitor to act on the Town Councils behalf for the purchase of the FAZE site.
 - (d) To receive an update regarding Lottery grant and funds received following the dissolving of the FAZE Board.
12. Telephone Services
To consider two quotes for telephone and internet charges following a review of the services.
13. I.T Provision
To consider a quote and proposal from Microshade following a presentation to Full Council.
14. Recreation and Open Spaces Van.
To receive information and a quotation received regarding the lease of a vehicle.
15. Staff Matters
 - (a) To consider a report from the Town Clerk regarding an SLCC recommended non – consolidated (one-off) payment for employees in December 2014 and April 2015.
 - (b) To receive and consider a report from the Town Clerk regarding the financial implications of youth centre staff being placed on the National Joint Council for Local Government service pay scales in line with other Town Council staff.
 - (c) To receive an update following the recent restructure of Town Council staff.

Sally Thurston

Dated: 26th February 2015

Sally Thurston, Town Clerk