

FARINGDON TOWN **COUNCIL**

The Corn Exchange, FARINGDON, Oxfordshire, SN7 7JA
Telephone 01367 240281 Fax 01367 240303

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 Thursday 14th January 2016 Wednesday at 7.15 pm in the June Rennie 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 25th November 2015

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. Community and Tourist Information Centre

To receive a report from C&TIC Supervisor.

8. 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

9. Precept 2016/17

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 2015/16.

10. Financial Risk Assessment

To review and approve financial risk assessment for 2015.16

11. Faze Purchase

- a) To receive and consider updates

12. Relocation of Services

To receive and consider costing's to move Faringdon Town Council Offices to the Pump House.

13. Corn Exchange Roof Repair

To consider a request from the Venues Committee to release £6081.00 from reserves to carry out essential repairs.

14. Christmas Lights

To approve releasing £500, held in reserves, donated by the Faringdon Retailers Group towards the cost of new lights for the Old Town hall.

15. Queens 90th Birthday

To consider a request from the Queens 90th Birthday Working Party for funds to provide appropriate celebrations.

16. Computer

*To consider purchasing a replacement desktop PC for office.
Quote to follow.*

17. Calendar of Meetings

To consider meeting calendar for 2016/17

18. Staff Matters

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

- (a) Appraisals – to receive and consider report from the Town Clerk following appraisals.
- (b) To receive and consider a report from the Town Clerk regarding the promotion of a Youth Worker.
- (c) To receive and consider a report from the Town Clerk regarding the alignment of Youth Service staff salaries with the SCP Salary Scale.
- (d) To consider end of probation pay reviews.

Sally Thurston

Dated: 8th January 2015

Sally Thurston, Town Clerk