

FARINGDON TOWN COUNCIL

The Pump House, 5 Market Place, FARINGDON, Oxfordshire,
SN7 7HL Telephone 01367 240281

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 27th July 2016 at 7pm 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 13th July 2016 (attached)

4. To Elect a Vice Chairman

5. Items for Information Only

6. 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.

7. 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.

8. Applications for Financial Assistance (attached)

To consider the following applications:

Name of Organisation	Amount	Purpose of Grant
PAD Committee	952.20	To maintain defibrillator and provide training
Ferendune Court, Anchor Trust	80.00	Fund Community Bus for a beach trip for residents

9. Community and Tourist Information Centre (to follow)

To receive a report

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

 - b) *To receive a summary for the following committees:*
 - (i) *Venues*
 - (ii) *Recreation and Open Spaces*
 - (iii) *Planning and Highways*
 - (iv) *Youth Services*
- 11. Bank Accounts**
To agree bank signatories for all Town Council bank accounts.
- i. *The Co-Operative Bank*
 - ii. *The Bank of Ireland*
 - iii. *Nat west Bank*
 - iv. *Lloyds Bank*
 - v. *Lloyds Bank C&TIC Account*
- 12. Internal Audit**
- a) *To receive and consider comments from Internal Audit Annual Return Visit on 18th May 2016 (attached).*
- 13. Town Council Insurance**
- a) *To receive Insurance documents for 2016.17(to follow)*
 - b) *To receive and consider a proposal from Aviva for a reduced rate for early renewal and commitment to a long term agreement (attached).*
- 14. 2016 – 2018 National Salary Award** (attached)
- a) *To receive and consider new pay scales for 2016-17 to be implemented immediately and backdated to 1st April 2016.*
 - b) *To receive and consider new pay scales for 2017.18 to be implemented from 1st April 2017*
- 15. Corn Exchange Sound System** (attached)
To consider a request from the Venues Committee to release money from reserves to:
- a) *Install a hearing loop in the Corn Exchange*
 - b) *Improve the sound system*
 - c) *Provide an additional microphone for the PA System*
- 16. Portwell bench and diver**
To receive and consider a request from the Recreation and Open Spaces Committee to release monies from the allocated budget, held in ear marked reserves, to clean the bench and sculpture.

Due to the confidential nature of the following item it is likely that it will be held in confidential session.

17. Deputy Town Clerk Recruitment

To receive and consider a recommendation from the interview panel.

21st July 2016

Sally Thurston
Town Clerk