

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 meeting of the Finance and Audit Committee to be held on Wednesday 1st May 2019 at 7.15pm in the Jubilee Room, the Pump House, Faringdon.
Press & Public are invited to attend.

AGENDA

1.	Apologies for Absence
2.	Minutes of last meeting - Wednesday 6th March 2019
3.	Declarations of Interest & requests for dispensations 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.
4.	Public Speaking and Question Time This period is designated for public speaking accordance with Standing Order 3 (f). Members of the public are welcome to speak on any business itemised on the agenda for up to 3 minutes. Questions will be restricted to one from each member of public, or a maximum of 3 per meeting. Written notice of questions must be received by the Clerk at least 3 working days before the meeting.
5.	Items for Information Only
6.	Information Centre To receive a report from Information Centre Supervisor
7.	Financial Reports a) To receive the following end of year reports: i. Office and Establishment ii. Faringdon Information Centre iii. Direct Council Expenditure b) To receive an end of year summary for the following committees: i. Facilities ii. Community and Partnerships c) To receive notification of end of year balances and reserves d) To receive and consider Asset Register for 2019
8.	Grants Sub Committee a) To receive a report from the Grants subcommittee meeting, including decisions taken under delegated authority held on 1 st May 2019. b) To authorise a payment to Faringdon.org for a grant made on 17 th October 2019
9.	Outdoor Cinema To consider provision for 2019
10.	Insurance To receive and consider policy documents for 2019/2020.
11.	Employment and Health and Safety To receive and consider a proposal from Ellis Whittam
12.	Asset Management To receive and consider a quote for asset management software
13.	Old Council Chamber Lease To receive and consider a recommendation from the Facilities Committee
14.	Mayors Expenses To receive and consider a query regarding out of term expenses
15.	Staffing a) To receive and consider recommendation from the Deputy Town Clerk recruitment panel b) To set salary point for Deputy Town Clerk c) To receive an update

Date: 26th April 2019


Town Clerk