

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 on Wednesday 31st July 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 – May 1st April 2019** (attached)

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. **To elect a Vice Chair**

6. **Items for Information Only**

7. **Applications for Financial Assistance**
 To receive and consider applications for financial assistance, including:

Wantage Independent Advice	Advice service	£2,000

8. **Grants Sub – Committee**
 a) To elect members
 b) To appoint a Chair of the Grants Sub-Committee

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 summaries for the following committees:
 (i) Facilities
 (ii) Planning and Highways
 (iii) Community and Partnerships
 c) To receive notification of balances

10. **Policies**
 a) To receive and consider committee terms of reference
 b) To receive and consider amended Treasury and Investment Policy

11. **Banking**
 a) To agree bank signatories for all Town Council bank accounts.
 i. The Co-Operative
 ii. Nat West
 iii. Lloyds Bank
 b) To approve a list of direct debits (attached)

12. **Internal Controls**
 a) To receive internal audit report 2018/19 (attached)
 b) To assign councillors to check reconciliations at the end of each quarter.

13. **NALC Conference**
 To nominate member/s to attend the NALC conference in October 2019.

14. Facilities Recommendations	<p>To receive the following recommendations from the Facilities Committee (Facilities minutes attached)</p> <ul style="list-style-type: none"> a) To improve office wifi – quote attached b) To commission a Faringdon Town Council App – quote attached c) To make Willes Close Triangle a wildlife sanctuary – quotes attached & to follow d) Install a water refill station - quote to follow e) Provide bursaries for Town Centre properties of up to £50 for hanging baskets and up to £150 for external redecoration – proposal to follow f) Provide benches on the Old Town Hall apron - quotes attached g) Provide a town sign – proposal to follow h) Provide further planters in the Town Centre - quotes attached i) Provide large wire sculptures to collect plastic bottles – proposal to follow
15. Community and Partnerships Recommendations	<p>To receive the following recommendations from the Community and Partnerships Committee (Community and Partnerships minutes attached):</p> <ul style="list-style-type: none"> a) Distributed a welcome pack to new residents b) To support the Buskers initiative. Fund up to £100 for printing costs and loan equipment
16. Youth art initiative	<p>To receive a proposal to hold pilot youth art workshops in the Corn Exchange</p>
17. Laptops	<p>To receive and consider quotes to provide replacement laptops for the Town Clerk and Deputy Town clerk</p>
18. Lord Berners Exhibition	<p>To receive and consider a proposal and costings for a Lord Berners Exhibition</p>
19. S106 Funds for an Artificial Cricket Strip	<p>To consider applying for funds on behalf of Faringdon Cricket Club</p>
20. Staffing	<ul style="list-style-type: none"> a) To receive and consider recommendations from the staff sub committee b) To receive and consider minutes from the Staff Sub Committee

25th July 2019

SJT
Town Clerk