

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 30th October 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 31st July 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 Participation 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.	Financial Reports (attached) <ul style="list-style-type: none">a) To receive the following reports:<ul style="list-style-type: none">(i) Office and Establishment(ii) Direct Council Expenditure(iii) Information Centreb) To receive summaries for the following committees:<ul style="list-style-type: none">(i) Facilities(ii) Community and Partnershipsc) To receive a report on funds held with CCLAd) To receive overall summary and notification of balances
7.	Information Centre To receive a report from Information Centre Manager (to follow)
8.	Capital Projects To consider any ideas for capital projects for the 2020 / 2021 financial year for: <ul style="list-style-type: none">(i) Office and Establishment(ii) Information centre(iii) Direct Council Expenditure
9.	Public Works Loan Board To receive and consider a statement (attached)
10.	Financial Regulations 2019 To receive and consider new model Financial Regulations from NALC
11.	HMRC To consider resolving an underpayment in 2013 of £2,070.03
12.	Report from Grant Sub Committee To receive minutes of the Grant Sub-Committee Meeting, including decisions taken under delegated authority, held on Wednesday 30 th October.
13.	Willes Close Triangle

	To receive a recommendation from the Facilities Committee
14. Audit and Internal Controls	<ul style="list-style-type: none"> a) To receive and consider external audit report 2018/19 (attached) b) To assess effectiveness of internal audit. c) Consider internal auditor appointment for 2020/21
15. Christmas Hours	To receive and consider proposed opening hours for the Town Council and Information Centre. Close at 4pm Monday 23 rd December 2019 and re open 9am Thursday 2 nd January 2020
16. Members Allowances	To consider making allowances to members to cover childcare costs.
17. Faringdon War Memorial Trust	To receive and consider a request from the Trust to make the £102 owed at the end of Financial year 2018/19 a grant.
18. Westmill Solar Farm	To consider an investment in the Solar Farm
Due to the confidentiality of item 15. It is likely that it will be held in confidential session.	
19. Staffing	<ul style="list-style-type: none"> a) To receive and consider an update b) To receive and consider a report from Cllrs. Leniec and Finn following the Town Clerk's appraisal.

18th October 2019


 Town Clerk