

FARINGDON TOWN COUNCIL

The Pump House, 5 Market Place FARINGDON,
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Clerk: Sally Thurston



To: Members of the Finance and Audit Committee

Cllrs: Boulton, Castle, Famakin, Finn, Leniec, Morgan, Norris, Webb, Wild and Wise

You are summoned to attend an extra meeting of the Finance and Audit Committee on Monday 16th September 2024 at 6.30pm.

Press & Public are invited to attend in person or via this link: [Join the meeting now](#)

Questions can be submitted to: office@faringdowntowncouncil.gov.uk

AGENDA

1. Apologies for Absence

To consider and note apologies received.

2. Minutes and notes of meetings

To resolve that the minutes are a true and accurate record of the meeting held on **Monday 29th July 2024** (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. Facilities Committee

- a. To receive and consider the recommendation from the Facilities Committee at minute ref 11/3/24 b. Corn Exchange.
- b. To receive and consider the recommendation from the Facilities Committee at minute ref 12/3/24 Tucker Park.

6. Banking

To resolve to add the Clerk as an authorised signatory and card holder on all accounts.

7. Mayor's Allowance

To consider increasing the 2024/25 budget by £1000 in consideration of overspend to date and planned visitors to Faringdon.

8. Christmas 2024

- a. To consider Christmas opening times and dates.
- b. To consider a suggested budget and programme for the Christmas light switch on event.
- c. To consider recommendations from the Christmas Lights Working Party for infrastructure improvements.

Due to the confidential nature of the following items it is likely they will be held in closed session.

9. Staffing

- a. To consider and resolve reimbursement of software costs to employee.
- b. To receive a report regarding a staff incident and agree actions.

A handwritten signature in black ink that reads "K. Doughty". The signature is written in a cursive style with a large, looping "D" and a trailing flourish.

Town Clerk
10th September 2024