



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

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Office Hours: Mon – Fri 9am – 1pm

TOWN CLERK: Luci Ashbourne

20th May 2021

SUMMONS TO ATTEND A MEETING OF THE FINANCE & RESOURCES COMMITTEE

TO: All Members of the Finance and Resources Committee

VENUE: Upper Hall, Chipping Norton Town Hall

DATE: Wednesday 26th May 2021

TIME: 7:15pm

Luci Ashbourne
Town Clerk

Cllr N Bradley , Cllr S Coleman Cllr R Fisher, Cllr E Holmes Cllr G Mazower and Cllr R Poole.

Recording of Meetings

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography.

A G E N D A

1. Election of Chair

To elect the Committee Chair for the municipal year 2021/22

2. Election of Vice-Chair

To elect the Committee Chair for the municipal year 2021/22

3. Apologies for absence.

To receive apologies for absence.

Committee members who are unable to attend the meeting should notify the Town Clerk (chippingnorton.townclerk@gmail.com) prior to the meeting, stating the reason for absence

4. Declaration of interests.

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct

5. Minutes

To approve the Minutes of the Extraordinary Committee meeting held on 12 May 2021

6. Public Participation

The meeting will adjourn for this item

Members of the public may speak for a maximum of five minutes each during the period of public participation

7. Clerk's Report

To receive the Town Clerk's report and related recommendations.

8. Income and Expenditure, balance sheets and supporting notes for year ending 31st March 2021

- a. To receive detailed income and expenditure reports by budget heading
- b. To receive the balance sheet
- c. To receive the supporting notes

9. Income and Expenditure for April 2021

To receive detailed income and expenditure reports by budget heading

10. Schedule of Payments for approval

To receive and approve the schedule of payments from the 24th March 2021.

11. Forward Work Programme

- a. To receive an update of the Committee's forward work programme and agree next steps
- b. To receive the report and recommendations following an external health and safety audit conducted on 20th May 2021

12. Confidential Session

To resolve to move into a Confidential Session to discuss Separate Business, pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960. The public and press should leave the meeting during the consideration of items 6 & 7

13. Christmas Lights

To receive the Clerk's report and recommendations on Christmas lights, including initial cost and design examples of using a professional contractor to deliver Christmas Lights.

14. Minutes

To approve the confidential Minutes of the Staffing Sub-Committee meeting held on 26th April 2021

15. Date of next meeting

Wednesday 1st September 2021, 7:15pm.