



# CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

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Office Hours: Mon – Fri 9am – 1pm

TOWN CLERK: Janet Eustace, Locum

25 November 2020

## **SUMMONS TO ATTEND A MEETING OF COMMUNITY COMMITTEE**

TO: All Members of the Finance and Resources Committee

VENUE: To be held by Video Conference due to Government Restrictions in line with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

This meeting will be held remotely, on line. If any resident wishes to attend the meeting virtually please contact the Deputy Town Clerk at [cntc@btconnect.com](mailto:cntc@btconnect.com) for the Zoom link by 12 noon on Tuesday.

DATE: Wednesday 2 December 2020

TIME: 7.15pm

Janet Eustace  
Town Clerk

Cllr C Butterworth, Cllr S Coleman, Cllr M Jarratt, Cllr G Mazower, Cllr R Poole and Cllr M Tysoe.

### 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 Chairman.
2. Appointment of Vice Chairman
3. Apologies for absence.
4. Declaration of interests.
5. Public Participation.
6. To consider the Terms of Reference. Attached (paras 7.2 of Scheme of Delegation)
7. To consider attached Scheme of delegation and refer to Council for approval.
8. To agree membership of the Staffing Sub Committee
9. To agree membership of Health and Safety Sub Committee
10. Financial issues
  - Expenditure to the end November 2020 – see attached.
  - Finance and Resources Committee budget 2021/22 (line 121 on attached spread sheet)
  - Agree draft budget for 2021/22 and precept for recommendation to Council – see attached
11. Forward work programme for Committee – see attached.
12. Date of next meeting – 16 December (if needed to finalise budget).