



CHIPPINGNORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341

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Office Hours: Mon – Fri 9am – 1pm

TOWN CLERK: Luci Ashbourne

9th June 2022

SUMMONS TO ATTEND A MEETING OF THE FINANCE & RESOURCES COMMITTEE

TO: All Members of the Finance and Resources Committee

VENUE: The Council Chamber, Chipping Norton Town Hall

DATE: Wednesday 15th June 2022

TIME: 6:30pm

Luci Ashbourne
Town Clerk

Cllrs N. Bradley, S. Coleman, D. Heyes, E. Holmes, R. Fisher, G. Mazower, S. Wheaton and N. Whitmill.

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 2022-2023.

2. Election of Vice-Chair

To elect the Committee Vice-Chair for the municipal year 2022-2023.

3. Apologies for absence.

To receive apologies for absence.

Committee members who are unable to attend the meeting should notify the Town Clerk (townclerk@chippingnorton-tc.gov.uk) 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

- a. To approve the Minutes of the Finance & Resources Committee meeting held on 6th April 2022.
- b. To note the Minutes of the Staffing Sub-Committee meeting held on 22nd April 2022
- c. To note the Minutes of the Staffing Sub-Committee meeting held on 4th May 2022

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. Forward work programme

To receive and adopt the following draft policies:

- a. Mayor's Allowance Policy.
- b. Health and Safety Policy

8. Income and Expenditure, balance sheets and supporting notes for year ending 31st March 2022.

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

9. Schedule of Payments for Approval

To receive and approve the schedule of payments from the 25th March 2022 – 5th June 2022.

10. Event Booking Management Software

To receive and consider a quotation for Facilities Management Booking Software.

11. Pest Control

To receive a verbal report from the Town Clerk and agree next steps.

12. Date of next meeting - Wednesday 13th July 2022, at 6:30pm