



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341 Fax: 01608 645206

Email: townclerk@chippingnorton-tc.gov.uk

Office Hours: Mon – Fri 9am – 1pm

TOWN CLERK and CEO: Luci Ashbourne

19th Sept 2023

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: 25th September 2023

TIME: 6:30pm

Luci Ashbourne
Town Clerk and CEO

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. 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.

2. 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.

3. Minutes

To approve the minutes of the Finance and Resources Committee meeting held on 17th July 2023.

4. 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.

5. Committee action plan

To note the committee action plan.

6. Income and expenditure

To receive detailed current income and expenditure reports by budget heading.

7. Schedule of payments for approval

To receive the schedule of payments.

8. Forward work programme

To consider the following policies:

- a) Risk Management Strategy
- b) Corporate Risk Register
- c) Staff and Councillor Training and Development Policy
- d) CCTV Compliance Policy

9. Gas supply for Chipping Norton Town Hall

To receive a report and recommendations regarding renewal of the gas contract for 2024.

10. Celebrating and Commemorating Local Citizens

To receive a report from Cllrs Coleman, Keyser and Graves.

11.Grants

To receive correspondence following recent grant applications.

12.External Audit Report and Certificate

To receive the report from the Council's external auditor and note the statement of conclusion of audit.

13.Date of next meeting - Monday 20th November 2023.