



CHIPPING NORTON TOWN COUNCIL

THE GUILDHALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NJ

TEL: 01608 642341

Email: townclerk@chippingnorton-tc.gov.uk

Office Hours: Mon – Fri 9am – 1pm

TOWN CLERK and CEO: Katherine Jang

28th January 2025

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: 3rd February 2025

TIME: 6:30pm

Katherine Jang
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

a. To approve the minutes of the Finance and Resources Committee meeting held on 18th November 2024.

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

- a. To review the following policies:
 - a. Social Media Policy
 - b. Communication Policy

9. CCLA Funds

To receive a report from the Responsible Finance Officer and agree next steps

10. Grants

- a. To receive and consider a report for the second round of Grant applications for Financial Year 2024/25.
- b. To receive a funding briefing report from the Chipping Norton Theatre regarding core funding.

11. Date of next meeting – 17th March 2025.