



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

27th January 2026

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: 2nd February 2026

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 17th November 2025

b. To note the minutes of the Staffing Sub-Committee meeting held on the 19th December 2025

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 review the committee action plan.

6. Correspondence

For the committee to note or respond to any letters of correspondence

7. Income and expenditure report

To receive a detailed current income and expenditure report.

8. Schedule of payments for approval

To receive the schedule of payments.

9. Forward work programme

To consider a draft IT Policy

10. Grants to Voluntary Bodies

To consider applications for the Council's Grants to Voluntary Bodies Scheme, Round 2

11. Date of next meeting – Monday 16th March 2026