CHIPPING NORTON TOWN COUNCIL

THE TOWN HALL, CHIPPING NORTON, OXFORDSHIRE OX7 5NA

TEL: 01608 642341

Email: townclerk@chippingnorton-tc.gov.uk

Office Hours: Mon/Weds/Fri, 9am-5pm

TOWN CLERK and CEO: Katherine Jang

10th November 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: 16 November 2026

TIME: 6:30pm

Katherine Jang
Town Clerk and CEO

K Jang

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 21st September 2026

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 2026-27**
   To review the ongoing 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. **Debtors report**
   To receive a report from the RFO

9. **Schedule of payments for approval**
   To receive the schedule of payments.

10. **Forward work programme**
    To consider the following draft policies and procedures:
    a. IT Policy review
    b. Data Audit

11. **Committee Budget 2027/28**
    To receive a report from the Responsible Finance Officer and agree committee spending priorities for 2027/28 to help inform the overall budget.

12. **Draft annual budget setting for 2027/28**
    To receive a report regarding the budget setting for 2027/28 and send a recommended draft budget to the next Full Council meeting

13. **Earmarked Reserves 2027/28**
    To consider Earmarked Reserves movements for 2027/28 and send a recommendation to the next Full Council meeting

14. **Date of next meeting –** Monday 1st February 2027