



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 and CEO: Luci Ashbourne

2nd July 2024

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: 8th July 2024

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. Election of Chair

To receive nominations for and elect the Chair of the Finance and Resources Committee for the municipal year 2024/25

2. Election of Vice-Chair

To receive nominations for and elect the Vice-Chair of the Finance and Resources Committee for the municipal year 2024/25

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

To approve the minutes of the Finance and Resources Committee meeting held on 25th March 2024.

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. Committee action plan

To review the committee action plan for the municipal year 2024/25.

8. Income and expenditure

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

9. Schedule of payments for approval

To receive the schedule of payments.

10. Town Centre Trees and flower beds

To receive a report from the Town Clerk regarding tree safety work and flower bed maintenance and agree next steps.

11. Forward work programme

- a. To review the following policies:
 - i. Freedom of Information
 - ii. Community Engagement
 - iii. Publication Scheme
 - iv. Training needs assessment

- b. To consider a draft public participation policy.

12. Grants

To receive and consider the first tranche of grant applications for municipal year 2024-25

13. Date of next meeting – Monday 23rd September 2024