



ABINGDON-ON-THAMES TOWN COUNCIL

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Finance, Governance and Asset Management Committee 21 June 2022 AGENDA

Date of agenda: 16 June 2022

To: All Members of the Finance, Governance and Asset Management Committee

Cllr Samantha Bowring
Cllr Neil Fawcett
Cllr Jim Halliday
Cllr Ulrike Rowbottom
Cllr Andy Foulsham - Mayor (ex-officio)
Chair of the Community Committee – vacant
Chair of the Environment and Amenities Committee – Cllr Gabby Barody (to next meeting of the Committee per Annual meeting resolution)
Chair of the Town Infrastructure Committee – Cllr Andrew Skinner (to next meeting of the Committee per Annual meeting resolution)

To: All Other Members for Information

Dear Member

You are hereby summoned to attend a meeting of the **Finance, Governance and Asset Management Committee** to be held on **Tuesday 21 June 2022 at 7pm** in the **Old Magistrates Court**.

Should any Member be unable to attend and wish to appoint a substitute to the meeting, they should inform me at democratic@abingdon.gov.uk.

The Council and its Committees are required by law to meet in person. However following review a mechanism will be available to allow remote participation. Please see further details in the report

Any queries on the agenda should also be directed to me.

Yours sincerely

Nigel Warner

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Town Clerk (signed electronically)

Abingdon-on-Thames Town Council Our Vision

To develop an inclusive community so that Abingdon is the place where everyone wants to live and where the wellbeing of residents is prioritised. In developing this community, the town will be one which is environmentally sustainable, vibrant, resilient and safe.

Our key objectives

1. To respond effectively and speedily to the climate emergency.
2. To develop a resilient, sustainable town which will provide a home for residents now and in the future.
3. To manage the Council's assets efficiently and effectively to meet for the needs of the community now and in the future.
4. To work with community partners to support those who are vulnerable and in need and to create opportunities to increase social inclusivity.

SECTION I (Open to the Public Including the Press)

The law allows members of the public and press to record meetings of the Council and its committees. Should you wish to record at any meeting which is open to the public it is requested that you inform the Town Clerk of your intention to film or record before the day of the meeting, by emailing democratic@abingdon.gov.uk or telephoning 01235 522642.

1. **To elect a Chair and Vice Chair for the 2022-2023 Municipal Year**

2. **Apologies**

To receive any apologies for absence.

3. **Declarations of interest**

To receive any declarations of interest from Members in relation to any items to be considered at the meeting in accordance with the Local Code of Conduct.

4. **Statements and Questions from the Public**

To receive any statements and questions. These should be submitted in writing to the Town Clerk no later than 5pm on Monday 21 March 2022. This may either be by letter to the address above or by e-mail to democratic@abingdon.gov.uk.

5. **Governance**

- i) To review and accept the [Terms of Reference](#) for this Committee.
- ii) To review and accept the [Terms of Reference](#) for the Personnel Subcommittee. Town Clerk to [report](#) with recommendations for varying these.
- iii) Calendar of meetings – to consider the [calendar of meetings](#) and make a recommendation to the Council.
- iv) Remote access to meetings – [report](#) of Town Clerk.

6. **Minutes**

To sign as a correct record the draft notes of the meetings of the Finance, Governance and Asset Management Committee of [22 March 2022](#).

7. **Forward Plan**

The Forward Plan was approved by Full Council on 27 January 2021 and reviewed in June 2021.

To review and consider the [forward plan](#) for this committee. There is a duplication between the Forward Plan and the Actions Register and this should be rationalised.

8. **Actions Register**

The Actions Register report can be found [here](#). Members are requested to note the report and approve recommendations regarding specific actions.

9. **Finance report**

To receive and consider a [report](#) from the Deputy Town Clerk including:

- (i) [Payment listings](#) for 1 March – 31 May 2022
- (ii) [Management accounts](#) for this committee for period ending 30 April 2022
- (iii) [Summary management](#) accounts for full council for period ending 30 April 2022

10. **Finance report - Audit**

To receive and consider a [report](#) from the Deputy Town Clerk including the [report](#) from Internal Auditing Solutions Limited.

11. **Property Matters**

To receive and consider a [report](#) from the Properties Officer. Members can find the three supporting documents in the Confidential SharePoint.

12. **County Hall property matters**

To receive and consider the [report](#) of the museum manager

13. **Future Agenda items**

To consider and propose items for future agendas.

14. **Dates of Future meetings**

To note the draft dates of the meetings in this municipal year:

- 26 July 2022
- 27 September 2022
- 29 November 2022
- 17 January 2023
- 14 March 2023

15. **Exclusion of the public, including the press**

The Chair will move:

That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972), the public (including the press) be excluded from the meeting because of the confidential nature of the business to be transacted.

Documents in relation to these items will be forwarded for members only.

16. **Confidential – Minutes**

To sign as a correct record the draft confidential notes of the meetings of the Finance, Governance and Asset Management Committee of 22 March 2022.

Members can find the confidential notes in the Confidential SharePoint.

17. **Confidential Actions Register**

To consider progress on confidential resolved actions from previous meetings of this committee. Members are advised to review the confidential actions register report on SharePoint before the meeting.

18. **Confidential - Abbey Hall**

To receive and consider a from the Properties Officer, members can find this in the Confidential SharePoint.