



Abingdon-on-Thames Town Council

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Alan Rouse, Town Clerk/Chief Executive

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Finance, Governance and Asset Management Committee, Tuesday 17 January 2023 AGENDA – updated 13.1.23

Date of agenda: 12 January 2023

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

Cllr Samantha Bowring - Chair

Cllr Jim Halliday – Vice Chair

Cllr Gabby Barody - Chair of the Environment and Amenities Committee

Cllr Neil Fawcett – Chair Community Committee

Cllr Ulrike Rowbottom

Cllr Andrew Skinner - Chair of the Town Infrastructure Committee

Cllr Andy Foulsham - Mayor (ex-officio)

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 17 January 2023 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 by resolution of the Council, Members may join via Microsoft Teams but they are unable to chair, propose motions or vote virtually and joining the meeting online will not count as attendance for the purposes of current legislation, specifically the Local Government Act 1972.

Any queries on the agenda should be directed to me.

Yours sincerely

Alan Rouse

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Town Clerk/Chief Executive (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. Apologies

To receive any apologies for absence.

2. 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.

3. 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 16 January 2023. This may either be by letter to the address above or by e-mail to democratic@abingdon.gov.uk.

4. **Minutes**

To sign as a correct record the draft minutes of the meeting of the Finance, Governance and Asset Management Committee of [13 October 2022](#).

5. **Finance report**

To receive and consider a [finance report](#) from the Responsible Financial Officer, including:

- payments made between 1 November 2021 to 31 December 2021 ([appendix A](#))
- management accounts to 31 December 2022 ([appendix B](#))
- summary management accounts at 31 December 2022 ([appendix C](#))

6. **Estimates 2023-4**

To receive and consider the [report](#) of the Responsible Financial Officer in relation to estimates for 2023-4, including:

- projected outturn of 2022-23 budget ([appendix A](#))
- proposed fees and charges ([appendix B](#))
- proposed budget 2023-4 ([appendix C](#))
- committee summary proposed budgets 2023-4 ([appendix D](#))
- reserves and earmarked reserves ([appendix E](#))

7. **Investment Strategy**

To receive and consider a [report](#) of the Responsible Financial Officer, including annual review of the strategy adopted in December 2020. Appendices include:

- summary of investment performance ([appendix A](#))
- investment strategy ([appendix B](#))

8. **Interim audit**

To receive and consider the [interim audit](#).

9. **Property update**

To receive and consider a [report](#) and [appendix](#) from the Properties Officer.

10. **Environmental implications**

The Committee is requested, if it has not already done so, to consider the environmental implications in relation to matters on the agenda, in particular having regard to the Council's resolution in relation to the Climate Change Emergency.

11. **Publicity**

All meetings of the council and its committees are open to the press and the public and agendas, reports and minutes are published on the website. Members are requested to make suggestions to officers of items which may be publicised.

12. **Forward plan**

To review and consider the forward plan for this committee which can be found [here](#).

13. **Actions Register**

To review and consider the actions register for this committee which can be found [here](#).

14. **Future Agenda items**

To consider and propose items for future agendas. Items to consider:

- Scheme of delegations and committee terms of reference
- Standing orders
- Equality and Diversity Policy
- Working parties: a report with recommendations regarding the operation of working parties
- Property working party: to consider appointing a new property working party to engage with the Property Officer to enable a full understanding of property issues and support the Property Officer
- Monument to Queen Elizabeth II: to consider a monument to Queen Elizabeth II
- IT update – Town Clerk to update members on training options
- Draft Councillor/Officer Protocol

15. **Dates of future meetings**

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

- 15 March 2023 (Wednesday)
- 14 June 2023 (Wednesday)

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

The Chair will move, a member should second and the committee should consider the following motion:

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 available to members only.

SECTION II (Confidential)

17. **Museum update**

To receive a report from the Museum Manager on the proposal to install a lift at the museum.

18. **Property matters**

To receive and consider a recommendation from the Environment and Amenities Committee with regard to a request from a resident to purchase a small piece of land which is owned by the town council. The committee is required to make a recommendation to full council. A report from the Cemeteries and Outdoor Services Manager has been shared in confidence with committee members.

19. **Property update**

To receive and consider a report from the Properties Officer on the Abbey Hall.