



Abingdon-on-Thames Town Council

Royse Court Offices, Bridge Street, Abingdon, OX14 3HU

Ron Spurs, Locum Town Clerk

Telephone: 01235 522642

Email: enquiries@abingdon.gov.uk

Website: www.abingdon.gov.uk

Finance, Governance and Asset Management Committee

Tuesday 9 January 2024

AGENDA

Date of agenda: 4 January 2024

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

| | |
|----------------------|--|
| Cllr Jim Halliday | Chair |
| Cllr Elio Astone | |
| Cllr Gabby Barody | Chair of the Environment and Amenities Committee |
| Cllr Neil Fawcett | Chair of the Community Committee |
| Cllr Oliver Forder | |
| Cllr Pat Lonergan | |
| Cllr Colin Sanderson | Chair of the Town Infrastructure Committee |
| Cllr Gwyneth Lewis | Mayor (ex-officio) |

Dear Member

You are hereby summoned to attend a meeting of the **Finance, Governance and Asset Management Committee** to be held on **Tuesday 9 January 2024 at 7pm** in the **Old Magistrates Court**.

Should any Member be unable to attend please inform me at democratic@abingdon.gov.uk.

Any queries on the agenda should be directed to me.

Yours sincerely

Ron Spurs

Ron Spurs
Locum 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. **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. **Public participation**

To receive any statements and questions. These should be submitted in writing to the Town Clerk no later than **5pm on Monday 8 January 2024**. 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 [7 November 2023](#).

5. **Finance report**

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

- payments made between 1 November 2023 to 30 November 2023 ([appendix A](#))
- management accounts to 30 November 2023 ([appendix B](#))
- summary management accounts at 30 November 2023 ([appendix C](#))

6. **Estimates / Proposed Budget 2024-25**

To receive and consider the [report](#) of the Responsible Financial Officer in relation to estimates for 2024-25, including:

- projected outturn of 2023-24 budget ([appendix A](#))
- proposed fees and charges ([appendix B](#))
- proposed budget 2024-25 ([appendix C](#))
- committee summary proposed budgets 2024-25 ([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. **Internal audit**

To NOTE the first interim audit report for 2023-24.

9. **Property maintenance and works**

To consider a [report](#) from the Properties and Events Officer on scheduled improvements to town council properties. The report was requested by the committee on 7 November 2023 (minute F69/23)

10. **Town council storage**

To consider a [report](#) on a proposal for a storage unit from the Cemeteries and Outdoor Services Manager.

11. **Grants requests from Community Committee**

To consider two [grant requests](#) from One Planet Abingdon. This item was referred by the Community Committee which met on [28 November 2023](#) as the amounts requested were considerable and exceed the community grants budget.

One Planet Abingdon 2023-24 **£10,000**

- [Grant application form](#)
- [Grant scoring criteria spreadsheet](#)

One Planet Abingdon 2024-25 **£35,000**

- [Grant application form](#)
- [Grant scoring criteria spreadsheet](#) (same as above)

12. **Funding consultants**

To approve/not approve the appointment of funding consultants. A [report](#) is provided.

13. **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.

Items from previous meetings:

- recycling of used Chrome books
- New play area, when completed
- Refurbishment of the Market Place Christmas lights when completed in 2024

14. **Forward plan**

To review the [forward plan](#) for this committee.

15. **Actions Register**

To review the [actions register](#) for this committee.

16. **Future Agenda items**

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

- Scheme of delegations and committee terms of reference
- Governance documents and policies
- Equality and diversity policy
- Consultant for funding applications

17. **Dates of future meetings**

To note the dates of future meetings:

- 5 March 2024
- 28 May 2024

18. **Exclusion of the Public, including the Press**

The Chair may move “that in accordance with section 1 (2) of the Public Bodies (admissions to Meetings) Act 1960, the public, including the press, be excluded from the meeting because of the confidential nature of the business to be transacted as summarised below.”

Subject to the approval of the above motion the meeting will then move into confidential session.

19. **Personnel update**

To receive an update on proposals for staffing.