



Abingdon-on-Thames Town Council

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

Cherie Carruthers, Town Clerk/Chief Executive

Telephone: 01235 522642

Email: enquiries@abingdon.gov.uk

Website: www.abingdon.gov.uk

Finance, Governance and Asset Management Committee

Tuesday 5 March 2024

AGENDA

Date of agenda: 29 February 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 5 March 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

Cherie Carruthers

Cherie Carruthers
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. Public participation

To receive any statements and questions. These should be submitted in writing to the Town Clerk no later than **5pm on Monday 4 March 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 [9 January 2024](#).

5. **Finance report**

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

- [list of payments](#) made between 1 December 2023 and 31 January 2024
- [management accounts](#) to 31 January 2024
- [summary management accounts](#) at 31 January 2024

6. **Internal audit**

To NOTE the [interim audit report](#) for 2023-24 deferred from Jan 2024, updated. The internal audit report can be found [here](#).

7. **Planning committee terms of reference**

To consider the proposed planning committee [terms of reference](#) and RECOMMEND them to the town council. This will require a proposer and seconder.

8. **Strategic Plan**

To consider a [proposal](#) for a strategy day to develop a new strategic plan from 2024. The existing strategic plan can be viewed [here](#).

9. **Property maintenance and works**

To consider a [report](#) from the Properties and Events Officer on scheduled improvements to town council properties.

10. **Roundabout Maintenance**

To discuss the [report](#) and [quote](#) from the Locum Governance & Projects Officer

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.

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

12. **Forward plan**

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

13. **Actions Register**

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

14. **Future Agenda items**

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

- Governance documents and policies
- Equality and diversity policy
- Members Allowances
- Committee Structure & Scheme of Delegation

15. **Dates of future meetings**

a. To note the date of the next meeting: Wednesday 5 June 2024

b. To consider proposed dates for meetings of the committee in 2024-25 as follows.
A draft calendar of meetings will be submitted to the town council for approval on 20 March 2024.

- 22 July 2024
- 30 September 2024
- 16 December 2024
- 3 March 2025
- 9 June 2025