



Abingdon-on-Thames Town Council

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Cherie Carruthers, Town Clerk/Chief Executive

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Finance, Governance and Asset Management committee

Monday 3 March 2025

AGENDA

Date of agenda: 26 February 2025

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

Cllr Jim Halliday

Cllr Elio Astone

Cllr Neil Fawcett

Cllr Oliver Forder

Cllr Tom Greenaway

Cllr Gwyneth Lewis

Cllr Colin Sanderson

Cllr Gabby Barody

Chair

Vice-Chair

Chair of the Community committee

Chair of the Environment and Amenities committee

Chair of the Town Infrastructure committee

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 **Monday 3 March 2025 at 7pm** in the **Bear Room**.

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/RFO (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

Standing order 24 allows members of the public to make representations, ask questions and give evidence in respect of any item of business included in the agenda for any meeting of the Council (with the exception of the Annual Meeting) and its standing committees, in accordance with the council's code of practice in relation to

public participation. If you would like to participate under this standing order, you must contact the Town Clerk no later than 5pm on Friday 28 February 2025. If you would like to ask a question, you must submit the question 48 hours (or two working days) before the meeting. 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 [16 December 2024](#).

5. **Finance report**

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

- [List of payments](#) made between 1 December 2024 and 31 January 2025.
- [Committee management accounts](#) on the closing balances as at 31 January 2025
- [Summary committee accounts](#) as at 31 January 2025

6. **Internal audit**

To note the interim audit for 2024-25. A [report](#) is provided by the RFO and the internal audit report can be found [here](#).

7. **Members' allowances**

To consider a proposal for Members' allowances for future years.

8. **Committee structure**

- a. To consider a [proposal](#) for town council committees;
- b. To consider a [draft calendar](#) for the next council year commencing in May 2025 to recommend to the town council for approval.
- c. [Organisation chart February 2025](#)

9. **Museum update**

To consider a [report](#) from the Museum Manager.

10. **Cemetery polytunnel**

To consider a [report](#) on whether to apply for a certificate of lawful development for the polytunnel being erected at Spring Road Cemetery. This was referred to the committee by the Environment and Amenities committee (minute E43/24).

11. **Display sign**

To consider a [proposal](#) for a budget to fund the purchase of a new projector display for the 'VE80' commemoration for the town centre. This item was referred by the Environment and Amenities committee (minute E41/24).

12. **Publicity**

Members are requested to make suggestions to officers of items which may be publicised. Items from previous meetings:

- recycling of used Chrome books.

13. **Forward plan**

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

14. **Actions Register**

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

15. **Future Agenda items**

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

- Governance documents and policies
- Equality and diversity policy
- Green energy: to consider options for adding green energy generation on town council buildings, such as the depot and cemetery office. Item referred from Environment and Amenities committee as responsibility sits with this committee.

16. **Dates of future meetings**

- 9 June 2025

17. **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.

18. **Property update**

To receive an update on a commercial property matter from the Cemeteries and Outdoor Services Manager. A confidential report for councillors will follow.