

Notice of a meeting of the

Finance & General Purposes Committee

22nd June 2020 at 7.30pm

Online at zoom.us (or via your device app)



All members of the Finance and General Purposes Committee are summoned to attend this meeting for the transaction of the business on the agenda.

Admission of the public and media

The Council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960. **Admission to this meeting will be online** (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel meetings) (England and Wales) Regulations 2020).

Reports and minutes

We add reports and minutes to our website.

Recording, photographs and filming

The press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such members of the public may be recorded or photographed during the meeting. We ask that anyone wishing to record or photograph the meeting notifies the Town Clerk before the start of the meeting.

Public participation – via zoom.us (or via your device app)

The Council welcomes the public's involvement in meetings, which must be in accordance with our rules (Standing Orders 18-20 on a matter before the Committee). Please see page three of the agenda for joining instructions.

At the relevant time during the meeting, the Chair will invite members of the public to present their questions and statements. Please contact the Town Clerk to participate on email – jwheeler@didcot.gov.uk

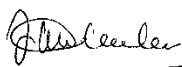
Agenda

1. To receive apologies.
2. To receive declarations of interests. Members are reminded to declare any interests they may have on any item on this agenda in accordance with Didcot Town Council's code of conduct.
3. To agree the Minutes of the meeting held on 20th May 2020 – *attached*.
4. Questions on the Minutes as to the progress of any item.
5. To note a grant report from Be Free Young Carers – *see attached*.
6. To review a grant application – *no grants received*.
7. To note the monthly accounts and payments made in April 2020 – *see monthly accounts to 30th April 2020 – see attached report and accounts*.
8. To appoint a member of F&GP to formally sign off bank reconciliations - *see attached report*.
9. To review the report on the debtors and creditors – *see confidential table of action only sent to members – Received for June £1708.88 – amount owed to Civic Hall now £10,396.51*.
10. To review the asset register – *see papers attached*.
11. To note the half yearly CCTV performance report – *see attached report*.
12. To note the investment fact sheet from CCLA – *see attached report*.
13. To note the progress report on items not on this agenda – *see attached*

EXCLUSION OF THE PRESS AND PUBLIC

Pursuant to Section 1 of the Public Bodies [Admission to Meetings] Act 1960 the committee will be asked to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

14. To review the minutes and reports from the last meeting of the CCTV group – *see confidential reports attached*.
15. To review two major contracts – *see report attached and history of transactions*.
16. To review the VAT payments over the last three financial years – *see information attached*.
17. To review a recommendation from the Personnel and Administration Committee regarding home working (*see advice from OALC*)



Janet Wheeler
Town Clerk
16th June 2020

Voting Committee members:

Councillors

J Moody (Chair)
P. Siggers (Vice Chair)
P Davies
V Haval
M McNeill
A Sandiford
A Thompson

Nominated substitute Committee members:

Councillors

A Dearlove
M Khan
A Macdonald
D Rouane
M Walsh

How to join the meeting using zoom.us

Should any member of the public wish to join the electronic meeting, please contact the Town Clerk by email – jwheeler@didcot.gov.uk to request an invitation. You will be provided with instructions on how to join the meeting electronically. You will also need to sign up to a Zoom account, which is free. You should use your browser to find zoom.us, then simply follow the instructions to sign up. Should you wish to make a comment rather than attend, please email the Town Clerk or any Town Councillor prior to the meeting.