

## Notice of a meeting of the

### **Finance & General Purposes Committee**

20<sup>th</sup> May 2020 at 7.30pm

Online at [zoom.us](https://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](https://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](mailto:jwheeler@didcot.gov.uk)

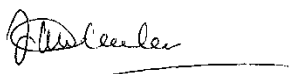
# Agenda

1. Nominations for the appointment of Chair to the Committee.
2. Nominations for the appointment of Vice Chair to the Committee.
3. To receive apologies.
4. 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.
5. To review the Terms of Reference and Schedule of Delegations – see *attached report*.
6. To agree the Minutes of the meeting held on 27<sup>th</sup> April 2020 – *attached*.
7. Questions on the Minutes as to the progress of any item – see *attached list of cost centre breakdowns*.
8. To review a grant application – see *attached report – grant application to be emailed separately to F&GP Committee members*
9. To note the end of year unaudited accounts as at 31<sup>st</sup> March 2020 – (see *attached financial reports*)
10. To note the payments made – February and March 2020 – see *attached payment list*
11. To consider the letter received from Sustainable Didcot – see *attached letter*
12. To accept the S106 money towards the wifi improvements in the Civic Hall – see *attached letter and acceptance form*.
13. To consider the attached risk assessments – see *two assessments attached*
14. 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**

15. To review the VAT payments over the last three financial years – *information awaited, report to follow*.



Janet Wheeler  
Town Clerk  
12<sup>th</sup> May 2020

## **Voting committee members:**

### **Councillors**

P Davies  
V Haval  
M McNeill  
J Moody  
A Sandiford  
P Siggers  
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](mailto: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.