



EYNSHAM PARISH COUNCIL

You are summoned to attend the
Finance & General Purposes Committee Meeting
at 8.00pm on Tuesday 19 October 2021 at the Village Hall

AGENDA & SUMMONS

1. **To receive apologies for absence.**
 2. **To receive Declarations of Interest in agenda items.**
 3. **Public Participation - to receive submissions from members of the public.**
 4. **Performance update and considerations:-**
 - (a) To review income and expenditure for the year to date.
 - (b) To recommend any virement or transfer to earmarked reserves.
 - (c) To note S106 funds available.
 - (d) To consider including First and Last Mile CIC in future S106 requests.
 - (e) To resolve to engage Auditing Solutions Ltd for next year's internal audit.
 5. **To consider improvements to Council systems/technology for provision in the current year or inclusion in the next financial year budget.**
 6. **To review the budget setting process for 2021/22 and agree actions.**
 7. **Property**
 - (a) To receive an update on the Bartholomew Room Refurbishment Project and the Pavilion Rebuild Project.
 - (b) To resolve to purchase presentation equipment at a cost of up to £1050.
 - (c) To review and resolve hire fees.
 - (d) To consider reduced hire fees for use of the changing rooms by Eynsham Association Football Club Youth teams.
 - (e) To consider a project application for Witney Lions Club for use of The Square.
- EXCLUSION OF THE PUBLIC AND PRESS: At the conclusion of this part of the agenda, the Chairman will move that, considering the confidential nature of the business to be discussed, the public, press and broadcast media be excluded for the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960.
8. **Human Resources**
 - (a) To note completion of staff appraisals for the Clerk, Communications Officer and Responsible Financial Officer.
 - (b) To note the successful completion of the Communication Officer's probation period and confirm appointment.
 - (c) To consider and approve training requirements.
 - (d) To consider increasing the Outdoor Technician's payscale and review the job profile.
 - (e) To consider updated Terms of Reference for approval by Full Council.
 9. **To consider entering into a Licence to Occupy with Cllr Macken for the lock-up at the Pavilion.**
 10. **To receive an update on the Bartholomew Room Business Case.**

K. Doughty

Katherine Doughty, Clerk to the Council – 13 October 2021

Due to the [high number of Covid cases in the area](#), wearing face coverings and social distancing measures will be required for this meeting. The Council will monitor local cases and update the meeting Covid mitigation measures regularly. Please be aware that seating for members of the public may be limited due to social distancing requirements.

Please contact the Clerk if you have concerns regarding accessibility of the meeting venue.
The public and press are welcome to attend.

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