

**COUNCILLORS ARE HEREBY SUMMONED
TO ATTEND A MEETING OF THE
FINANCE STRATEGY AND MANAGEMENT COMMITTEE**

to be held on

TUESDAY 2 JUNE 2009 AT 7.30 PM

at

**COUNCIL CHAMBER, TOWN HALL
HENLEY-ON-THAMES**

Mr M Kennedy
Town Clerk

28 May 2009

MEMBERSHIP:

The Mayor, Councillor Mrs E Hodgkin
The Deputy Mayor, Councillor Mrs J Wood
Councillor Mrs J Bland
Councillor Mrs G Dodds
Councillor A J Follett
Councillor Miss L M Hillier
Councillor D Nimmo-Smith
Councillor C I Pye
Councillor Dr P J Skolar
Councillor Dr B G Wood

Members are reminded to sign the attendance book.

AGENDA

1. **ELECTION OF CHAIRMAN**

To elect a Chairman for the year 2009-10.

2. **ELECTION OF VICE CHAIRMAN**

To elect a Vice-Chairman for the year 2009-10.

3. **TO RECEIVE APOLOGIES FOR ABSENCE**

4. **TO RECEIVE DECLARATIONS OF INTEREST**

Members are hereby reminded that, under the provisions of Part 2 of the Local Government Act 2000 (The Code of Conduct), a member with a personal interest in a matter who attends a meeting of the authority at which the matter is considered must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A member with a personal interest in a matter also has a prejudicial interest in that matter if the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the member's judgement of the public interest. A member with a prejudicial interest in any matter must withdraw from the room or chamber where a meeting is being held whenever it becomes apparent that the matter is being considered at that meeting, unless he has obtained a dispensation from the standards committee of the responsible authority; and not seek improperly to influence a decision about the matter. For the purposes of this Part (of the Act), "meeting" means any meeting of the authority; or any of the authority's committees, sub-committees, joint committees or joint sub-committees.

5. **APPOINTMENT OF SUB-COMMITTEES/WORKING PARTIES AND THE MEMBERSHIP THEREOF**

Value for Money Working Group:

2008-09 Membership:

Councillor Dr B Wood
Councillor Mrs J Bland
Councillor Dr P Skolar
Councillor A Follett

Legal Group:

2008-09 Membership:

Councillor Dr B Wood
Councillor Dr P Skolar
Councillor A Follett
Councillor C Pye

6. **MINUTES**

TO APPROVE the Minutes of the Meeting held on 28 April 2009 (previously distributed)

7. **PROGRESS REPORT**

TO CONSIDER the attached progress report.

8. **FINANCE**

- i) **TO NOTE** 'month 13' report and accompanying notes (attached).
- ii) **TO RECEIVE** the list of payments approved since 20 April 2009 (attached).
- iii) **TO APPROVE** the proposed budget timetable for 2010 -11 (copy attached)

9. **FINANCE STRATEGY AND MANAGEMENT COMMITTEE - TERMS OF REFERENCE**

TO APPROVE the attached terms.

10. **RISK MANAGEMENT**

TO APPROVE the attached Risk Management Policy Statement

11. **ENERGY USE**

- i) Carbon Trust. **TO CONSIDER** the attached report.
- ii) Utilities. **TO CONSIDER** the attached report.

12. **HTC FIRE EXTINGUISHERS**

TO CONSIDER the attached report.

13. **HTC ALARMS**

TO CONSIDER the attached report.

14. **HIGHLANDS FARM (SITE OF ARCHAEOLOGICAL INTEREST)**

TO CONSIDER the Council's response to representations made by a member of the public at a meeting of Full Council on 12 May 2009 (min no. 13 refers) that South Oxfordshire District Council has omitted to mention the Scheduled Ancient Monument at Highlands Farm in the Sustainability Appraisal portion of the recent consultation on the Local Development Framework Preferred Options, in the light of comments received from the County Archaeologist in 2006.

15. **EXCLUSION OF THE PUBLIC AND THE PRESS**

It is proposed by the Chairman

that the public and the press be excluded from the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 as matters which will be discussed are considered to be confidential.

16. **CONFIDENTIAL**

- i) **LEGAL UPDATE**
TO NOTE the attached report.
- ii) **HENLEY VISITOR INFORMATION CENTRE**
TO CONSIDER the attached report.
- iii) **TOWN CLERK - PERFORMANCE REVIEW**
TO RECEIVE a report from the Mayor.

Mr M Kennedy

28 May 2009