

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

to be held on

TUESDAY 8 NOVEMBER 2011 AT 7.30 PM

at

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



Mr M Kennedy
Town Clerk

2 November 2011

MEMBERSHIP:

The Mayor, Councillor Mrs P Phillips
The Deputy Mayor, Councillor Mrs E Hodgkin
Councillor M Akehurst
Councillor S Gawrysiak (Vice chair)
Councillor W Hamilton
Councillor Miss L Hillier
Councillor Ms L Meachin
Councillor D Nimmo-Smith
Councillor I Reissmann (Chair)

Members are reminded to sign the attendance book.

AGENDA

1. TO RECEIVE APOLOGIES FOR ABSENCE

2. 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 that matter. You do, however, have the same right as a member of the public to make representations, give evidence and answer questions about the matter during Public Participation and may remain in the room to enable you to exercise that right and then leave immediately. You must not seek to improperly influence a decision on the matter.

3. PUBLIC PARTICIPATION SESSION

The Council will set aside a period at the commencement of each meeting when members of the public can ask questions or make statements. The following rules shall apply:

You may ask questions or make a statement on any item included on the agenda. The session, which is also open to Councillors who may have a personal and prejudicial interest on any item included on the agenda, will last for a period of up to 10 minutes (but capable of being extended at the Chairman's discretion).

Questions from the town's residents will take priority, followed by property owners, businesses and then non-residents.

All speeches shall last for no more than 2 to 3 minutes.

If there are no statements or questions, or if all statements have been made or questions asked before the period of time allotted, the meeting will start to consider the remainder of its business. No further public questions or statements will be entertained at that meeting.

If an answer to a question cannot be given at the meeting the Chairman may, at his/her discretion, arrange for a written answer to be given.

The Chairman of the meeting will have complete discretion as to the order in which questions are taken and statements made. Supplementary questions may be asked at the Chairman's discretion.

The Chairman of the meeting may rule that any public remarks are not appropriate and will not be accepted; for example if they are defamatory, frivolous or offensive. In such an instance the Chairman may disallow a question or statement or cut short a statement or discussion, or disqualify any member of the public from continuing to speak.

Questions which require the disclosure of exempt or confidential information will not be answered.

The Chairman of the meeting's interpretation of this procedure shall not be questioned and his/her ruling on any questions relating to this procedure shall be final.

4. **MINUTES**
TO APPROVE the Minutes of the Meeting held on 27 September 2011 (previously distributed).
5. **PROGRESS REPORT**
TO CONSIDER the attached progress report.
6. **FINANCE**
 - i) **TO NOTE** the budget monitoring report and accompanying notes (attached).
 - ii) **TO NOTE** the investment performance update (attached).
 - iii) **TO RECEIVE** the list of payments approved from end September (attached).
7. **STAFFING LEVELS**
TO CONSIDER the attached report.
8. **LEVEL OF PRECEPT**
TO CONSIDER the attached report.
9. **FS&M BUDGET 2012-13**
TO CONSIDER the draft estimate of Income and Expenditure for 2012-13 (report attached).
10. **SUBSCRIPTIONS**
TO CONSIDER the attached report.
11. **VARIATION TO STANDING ORDERS**
TO CONSIDER the attached report.
12. **SOUTH OXFORDSHIRE CORPORATE PLAN**
TO CONSIDER the attached report.
13. **LOCAL COUNCILS AND THE GREEN DEAL**
TO CONSIDER the attached report.
14. **CALENDAR OF MEETINGS FOR 2012 AND 2013**
TO APPROVE the meeting schedule.
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) **CODE OF CONDUCT COMPLAINT**
TO CONSIDER the attached report.

Mr M Kennedy
2 November 2011