



**RECOMMENDED:** that the report be noted.

**F579 DISCRETIONARY GRANT APPLICATIONS**

The Committee received and considered the report of the DSO and the associated grant applications.

The requests were:-

1. Lunchtime Recitals	£300	4100/407 payment for soloists
2. Life Education Wessex and Thames Valley	£240	4100/407 "Harold and the Lifebus project"
3. Dance Creative	£900	4100/407 hire of the Congregational Church for classes
4. Witney Day Centre	£250	4100/407 To pay for a Christmas lunch for service users
5. Clean Slate	£500	4100/407 To fund one to one support for abuse victim I West Oxfordshire
6. The Henry Box School	£500	4100/407 to fund new library books

Members discussed the applications and noted that if all were granted the fund would be standing at a negative sum, with 4 months of the fiscal year remaining.

**RECOMMENDED:**

1. that the report be noted;
2. that the following grants be made under the General Power of Competence:

1. Lunchtime Recitals	£200	4100/407 payment for soloists
2. Dance Creative	£300	4100/407 hire of the Congregational Church for classes
3. Witney Day Centre	£250	4100/407 To pay for a Christmas lunch for service users
4. Clean Slate	£200	4100/407 To fund one to one support for abuse victim I West Oxfordshire

3. that applications from Life Education Wessex and Thames Valley and The Henry Box be turned down;
4. that the organisations who would receive funding be asked to acknowledge the Town Council's financial support within their publicity and literature.

**F580 INTERNAL AUDIT – FIRST INTERIM REPORT**

The Committee received and considered the first interim report from the internal auditor. The full report would be taken to the next meeting of the committee.

**RECOMMENDED:** that the report be noted subject to members receiving it via e-mail for further inspection.

F581 **REVENUE BUDGET & CAPITAL/SPECIAL PROJECTS PROGRAMME: REVISED REVENUE BUDGET 2018/19 AND ESTIMATES 2019/20**

a) Revised revenue budget 2018/19 and base revenue budget for 2019/20 – Town Clerk's report

The Committee received and considered the report of the Town Clerk. She confirmed that she had been informed the Town Council would be receiving a precept support grant of £29,330 which hadn't been anticipated. There had also been an increase in the tax base and therefore based on the draft budget she had presented she had initially calculated the precept to be £1,435,067 which included a 2% increase; £159,914 could go into the rolling capital fund. This was a balanced budget.

The Town Clerk advised that Witney Community Transport had submitted a request for grant funding towards the town centre circular bus and the 210 covering Deer Park of £18,000 in total. The request was discussed and members wished to congratulate the company on its success and the fact that it had outperformed its forecast. The Council had supported the initiative to get it off the ground and the Committee felt that it no longer needed such a level of financial support due to its success.

**RECOMMENDED:**

1. that the revised revenue budget 2018/19 and base revenue budget for 2019/20 be noted;
2. that Witney Community Transport be granted £12,000 to be given in monthly payments, on condition of regular financial information being supplied and that the Town Council's logo must be in the window of all buses at all times.

b) Schedule of proposed burial fees and charges 2019/20

The Committee received and considered the proposed schedule of burial fees and charges 2019/20 which had a 3% increase on the current year's fees.

**RECOMMENDED:** that the schedule of proposed burial fees and charges for 2019/20 be approved.

c) Schedule of proposed hall hire fees and charges 2019/20

The Committee received and considered the proposed schedule of burial fees and charges 2019/20 which had a nominal 3% increase on the current year's fees.

**RECOMMENDED:** that the proposed schedule of hall hire fees and charges 2019/20 be approved.

d) Schedule of proposed recreation fees and charges 2019/20

The Committee received and considered the proposed schedule of recreation fees and charges 2019/20 which had a nominal 3% increase on the current year's prices.

**RECOMMENDED:** that the proposed schedule of recreation fees and charges 2019/20 be approved.

e) Revised Capital and Special Revenue Projects programme 2018/19, revenue growth items and capital/special projects programme 2019/20

Members received and considered the report of the Town Clerk. Members attention was drawn to the Sports and Recreation Committee’s recommendation for £40,000 to be allocated to Quarry Road, Moorland Road and Park Road play areas respectively. The Committee acknowledged that the Town Council had plenty of equipment in stock and that brand new play equipment was not required. The figures were revised to £50,000 to cover all three play areas.

A member also queried the £10,000 additional spending for In Bloom. However, another member felt that the budget should be retained – it did not necessarily have to be spent. The first member agreed on condition that the Community Services Committee examines what was included in the grounds maintenance contract and what additions the £10,000 would cover.

**RECOMMENDED:**

1. that the report be noted;
2. that £50,000 be set aside in the 2019/20 capital budget for the Quarry Road, Moorland Road and Park Road play areas.

F582 **PAYMENT OF ACCOUNTS**

The Committee received and considered the report of the Town Clerk as circulated with the agenda.

**RECOMMENDED:**

1. that the report be noted;
2. that the bank reconciliations and statements be noted;
3. that the following schedule of accounts be approved:

<b>Cheque No’s</b>	<b>In the sum of:</b>	<b>Account</b>
DD and Standing orders (September 2018)	£6,502.83	General
Cheques 31797 to 31830, DD and DR	£57,179.03	Imprest
Cheque 101088, DD and Standing orders (October 2018)	£86,026.00	General
Cheques 31831 to 31894 and DD	£86,740.43	Imprest

F583 **EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** that in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.

F584 **LANGDALE HALL**

The Town Clerk gave a verbal update on issues relating to the signing of the lease with the ICE Centre, namely the parking and storage space.

**RECOMMENDED:** that the confidential verbal report be noted and 50% of the store cupboard be licenced to the ICE Centre for one year, with a linear demarcation being put in place.

**The Committee adjourned for a meeting of the Personnel Sub Committee at 7.40pm – Minute no S585 to S592 refer.** The meeting reconvened at 7.58pm

F593 **STAFFING MATTERS**

The Committee received and considered a verbal report of the meeting held earlier that evening.

**RECOMMENDED:** that the confidential verbal report be noted and recommendations contained therein approved.

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The meeting closed at 7.59pm

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Chairman