



Carterton Town Council

Town Hall
Alvescot Road
Carterton
Oxon OX18 3JL
Tel: 01993 842156
Email: clerk@carterton-tc.gov.uk
www.carterton-tc.gov.uk

2nd October 2025

Chair: Cllr M McBride
Vice Chair: Cllr J Guest

Members: Cllr K Godwin, Cllr E Hatton, Cllr N King, Cllr M Mead & Cllr D Melvin.

You are hereby summoned to attend a meeting of the **FINANCE & GOVERNANCE COMMITTEE** on **TUESDAY 28th OCTOBER 2025 at 6.00pm** at the Town Hall.

Under the Openness of Local Government Bodies Regulations 2014 the Council's public meetings are recorded, which includes filming, audio-recording as well as photography.

In accordance with the Council's standing orders any councillor or member of the public must inform all of those present if they wish to film, photograph, livestream or make an audio recording of meeting proceedings.

We are proud to announce that Carterton Town Council has signed the Civility and Respect Pledge. The Council will treat all Members, Officers, and members of the public, with civility and respect at all times. We please ask that members of the public do the same.

Simon Garwood
Town Clerk and Chief Officer

AGENDA

PAGE NO.

1. APOLOGIES

Committee to receive apologies for absence.

2. DECLARATIONS OF INTEREST and DISPENSATIONS

With reference to items on the agenda, Members are reminded of their responsibility to declare interests and to update their Register of Interest as required.

3. MINUTES OF THE PREVIOUS MEETING

Committee to approve and sign the minutes of the Finance & Governance Committee meeting held on Tuesday 3 June 2025.

Pages 3 – 7

- 4. PUBLIC PARTICIPATION**
Members of the public are invited to speak on matters on this agenda. The period of time designated for public participation in accordance with Standing Orders shall not exceed 15 minutes, max three minutes per person, and will be under the direction of the Chair.
- 5. TOWN COUNCIL STRATEGIC PLAN 2025-2027** **Separate Document**
a) To consider and discuss a new town council strategy for 2025-2027 and recommend the next steps to council.
- 6. FINANCES 2025-26 & BUDGET 2026-27** **Pages 8 – 10**
a) To review the Income and Expenditure budget (2025-26) for the year to date.
b) To discuss the proposed budget for 2026-27.
- 7. GRANT GUIDANCE AND FORM 2026-27** **Pages 11 – 17**
a) To review the new Grant Guidance and supporting documents and make a recommendation to council.
- 8. POLICIES** **Pages 18 – 20**
Pages 21 – 28
a) To consider and approve the use of gov.uk email addresses.
b) To review the Social media policy
- 9. CLOSURE OF MEETING TO THE PRESS AND PUBLIC**
MOTION: Pursuant to s1(s) of the Public Bodies (Admissions to Meetings) Act 1960, and Standing Order 3d, Council to consider and approve the meeting to be closed to the press and public in order to consider the next agenda item due to confidentiality and commercial sensitivity.
- 10. LEASE UPDATE** **Separate Document**
a) To consider and recommend the new draft lease for No.1 the Sweet Spot.
- 11. DATE OF NEXT MEETING**
Committee to note the date of the next meeting as Tuesday 2 December 2025 at 6pm.

Members of the Press and Public Welcome