

FARINGDON TOWN COUNCIL

Minutes of a Town Council meeting held on Wednesday 9th September 2009 in the Old Town Hall, Market Place, Faringdon

PRESENT: Cllrs. Dr. M. Wise (Town Mayor)
Mrs. M.J. Barker (Deputy Mayor)
Mrs. J. Boulton
R. Cox
Ms J.C. Farmer
J.C.W. Gillman (from Min. 134/09)
K.J. Herbert
A.V. Hickmore
D. Keeble
N.S. O’Keeffe
D. Price

In Attendance: D/Cllr. Mrs. A. Thomson
1 Member of the Press
The Town Clerk & Assistant Clerk

131/09 Apologies for Absence

Apologies were received from Cllrs. J. Boyle, S. Leniec and A. Marsden.

132/09 Declarations of Interest

There were no declarations made at this time.

133/09 Minutes of last meeting : 8th July 2009

The Minutes were signed as a correct record.

134/09 Matters Arising & Action List

Min. : The Mayor read an email regarding the roadworks on Gravel Walk which had been received from the O.C.C. Highways Inspector, which was NOTED.

Min. 15/09: Cllr. O’Keeffe stated that he had been unable to obtain details and suggested this matter be removed from the Action List, which was AGREED.

Min. 117/09: Cllr. Mrs. Boulton stated that she had raised the issue at the JEFF meeting, but had not received a satisfactory answer. However, events had now moved on and it was agreed that no further action was required.

Min. 124/09 – P&H Committee 16th June: Cllr. Leniec asked whether the Committee had yet discussed his suggestion that they should consider applying for a re-designation of the Faringdon boundary. Cllr. Hickmore replied that this would be discussed at their next meeting, but warned that boundary changes were an extremely lengthy and complicated process.

Min. 129.09: The Chairman reported that, following a meeting with Rev. Draper, he had decided that a Civic Service linked with the Christmas Lights switching on ceremony was inappropriate, but there would be a civic reception in the Pump House to which Mayors from other towns would be invited.

135/09 Public Question Time

No questions had been received.

136/09 Public Speaking Time

A report from the Neighbourhood Action Group was NOTED. There were no members of public present.

137/09 County Councillor's Report

C/Cllr. Mrs. Heathcoat sent her apologies for not submitting a written report.

138/09 District Councillors' Report

D/Cllr. Cox tabled a written report, which was NOTED.

D/Cllr. Mrs. Thomson gave a verbal report, during which she stated that now she had retired from her job she was looking forward to working with the Health and Wellbeing Group and helping to resolve some of the issues currently under discussion. She stated that the monthly Craft Fairs had been significantly affected by the recession.

The Chairman suggested that the Health & Wellbeing Group should discuss the out-of-hours medical service in Faringdon.

139/09 Chairman's Activity Report

Cllr. Wise tabled a list of activities he had undertaken since the July meeting, which was NOTED. There had been numerous repatriation ceremonies during that time, which had been well attended by County, District and Town Councillors.

140/09 Reports from Committees

Planning & Highways : 18th August NOTED
8th September

Cllr. Hickmore stated that the Local Development Framework proposed strategy was for development on the North side of Park Road and that VWHDC had asked for S.106 suggestions. The Minutes were NOTED.

Venues: 21st July : NOTED

Recreation & Open Spaces: 15th July & 2nd September: Both sets of Minutes were NOTED.

Finance: 22nd & 28th July and 2nd September

The decisions made in the following Minutes were APPROVED: Mins. 56/09, 58/09, 59/09, 61/09, 68/09, 70/0 and 76/09.

141/09 Appointment of Cllr. K. Herbert to Committees

Cllr. Herbert stated that he would like to be appointed to the Venues Committee, and his appointment was proposed, seconded and CARRIED.

142/09 Clerk's Report & Schedule of Payments

1. The following bills had already been paid in accordance with S/Order No. 77 and required retrospective authorization.

Davis Home Centre	Miscellaneous items	13.80
Gold Dust Commercial	Office cleaning	276.00
	Pump House/TIC cleaning	
Mr. T. Wheeler	Bus shelter & P/House window cleaning	75.00
Three Counties Business Machines	Photocopier charges	58.60
VWHDC	Pump House Council Tax	359.00
Link Direct	Newsletter distribution	97.75
MorethanIT	Supply and installation of new computer	1161.50
Cotswold Coolers	Bottled water and sanitization	37.95
Charlton Park Garden Centre	Plants for Market Place planters	277.63 *
Brian Miller	Bases for Market Place planters	435.00 *
Rogers Garden Stone	Gravel/compost for planters	70.83 *
Oxford City Supplies	Cleaning materials	131.92
Andrew Townsend Arch.	Folly Tower structural report	1000.00
Walfins Ltd.	Spares for strimmer & PPE	51.79
A.V. Hickmore	Mileage allowance – Oxford	18.40
Viking Direct	Stationery	178.00
O.A.L.C.	Planning Training – Diane Keany	23.00
SLCC	Summer Seminar Attendance Fee	174.80
O.C.C.	Road Closure Fees 2009	1510.00
PA Testers LLP	Portable appliance testing	133.63
MRH Services	Quarterly play equipment inspections	38.00
Faringdon Newspapers	F.C. & T.I.C. advertising	57.50
NPower	C/Ex electricity charges (offices)	397.87
Southern Electric	C/Ex electricity charges (hall)	931.73
Imprest Wages A/c	Salaries for July (inc. £150 P/Cash)	10888.84
Direct Debits:		
O2 Online	Venues Mobile Phone	25.31
O2 Online	ROS Mobile Phone	13.22
Zen Internet Ltd.	Broadband charges	48.92
British Telecom	Office telephone charges	295.12
	Fax & Broadband Line	55.05
	TIC telephone charges	77.65
	Hall telephone charges	55.60
Thames Water	Corn Exchange water charges	181.08
	P/House water charges	26.82
	Tucker Park pavilion water charges	102.25 *

* Reimbursable by other parties

Tourism South East	Stock purchases	3.25
Simply Schoolwear	Stock purchases	76.44
A. Pagett	Stock purchases	53.75
Oxfordshire Geology Trust	Stock purchases	8.00

Agency Sales:

I. Brinsden	Prints and notelets	66.20
L. Bishop	Artist of the Month sales	18.90
N. Owen	Greetings cards	37.35
Stan Leach	Walking stick sales	45.00
Faringdon Community Bus	Ticket Sales (Weeks 14-18)	236.85

2. The following bills required authorization in the normal way.

Hodsons Solicitors	Legal fees : Willes Close	100.00
Gold Dust Commercial	Office cleaning	299.00
Mr. T. Wheeler	Bus shelter & P/House window cleaning	60.00
Three Counties Business Machines	Photocopier charges	99.92
VWHDC	Pump House Council Tax	359.00
VWHDC	Dog Bin Servicing charge	250.79
Cotswold Coolers	Bottled water	13.80
Southern Electric	P/House electricity charge	71.15
Performing Right Society	Royalties Fees 2009/2010	389.92
Biffa Waste Services	Waste disposal charges	333.39
Jet Rod	Call-out charge : C/Ex flooding	138.00
George Henry Relay	Supply & installation of noise limiter	1384.09
Brian Miller	P/House guttering repair	220.00
Dorma UK Ltd.	Annual Maintenance charge – reception door	235.75
BDO Stoy Hayward LLP	Audit Fee 2008/09	1035.00
O.R.C.C.	Membership subscription	20.00
S. Thurston	Reimb. For publicity items (Heritage Day)	55.66
Darbys Solicitors	Legal fees – C/Ex Agreement	1204.58
Rogers Concrete	Soil & gravel for planters	70.83 *
Aricab Ltd.	Architects fees : Corn Ex. LB consent	326.40
Viking Direct	Stationery	117.45
M. Clarke (MoreThan IT)	Supply of USB hard disks	405.95
A. Cane	Heritage Day posters	15.00
Faringdon Arts Festival	S.145 Grant for 2009	2,500.00
Imprest Wages A/c	Salaries for August 2009 (inc. £160 P/Cash)	10415.25
Direct Debits:		
O2 Online	Venues Mobile Phone	24.36
O2 Online	ROS Mobile Phone	13.22
Zen Internet Ltd.	Broadband charges	48.92
Fuel Card Services	Van & Mower fuel	21.94

The following grants are made under S.137 of the Local Government Act 1972 and are recommended by the Finance Committee.

Wantage Independent Advice Centre	300.00
Downlands Artistic Skating Club	100.00

F.C. & T.I.C. Invoices

Tourism South East	Stock purchases	267.49
M. Parsons	Stock purchases	45.00
Mrs. C. Franklin	Stock purchases	20.00
A. Pagett	Stock purchases	61.75
Clive Brown	Stock purchases	28.00
Simply Schoolwear	Stock purchases	369.11

Agency Sales

C. Franklin	Cards	6.00
RAF Charitable Trust Ent.	Sale of Air Tattoo tickets	1839.75
Faringdon Community Bus	Ticket Sales (Weeks 18-22)	165.80
J. Wharton	Card Sales	8.00

Cllr. M. Wise proposed that the payments in Section 1 above be APPROVED, seconded by Cllr. Price and CARRIED.

Cllr. Price proposed that the invoices in Section 2 above be paid, seconded by Cllr. Mrs. Barker and CARRIED. Cllr. Ms. Farmer declared an interest in the payment to Faringdon Arts Festival and did not vote on this item.

Cllr. Cox congratulated the staff for the recent Council newsletter, to which the Clerk replied that this was predominantly the work of Mrs. Sally Thurston.

143/09 Audit of Accounts to 31st March 2009

- (a) *To receive Notice of Closure of Audit, Annual Return and Issues Arising Report*
Council NOTED the Auditor's comment that they had failed to undertake a review of the effectiveness of their Internal Audit. Cllr. Hickmore suggested that he and the Clerk should undertake a review as part of the annual Risk Assessment, and this was AGREED.
- (b) *To consider plan of action on matters highlighted by Issues Arising Report*
It was AGREED that the Finance Committee would look into the Auditor's comment regarding Fixed Assets and Expenditure powers – S.137 power incorrectly used and they were asked to ensure these mistakes were not repeated.
- (c) *To consider action following ultra vires payment*
The Clerk stated that the Auditor had drawn attention to S.137 being incorrectly used following the payment for a gift for David Hughes. The Chairman proposed that this payment be taken from the Mayor's Allowance, as he had originally suggested, which was seconded and CARRIED.

144/09 Correspondence

An item of correspondence from VWHDC, which included an appeal for a parish representative for the Standards Committee, was highlighted. Cllr. Ms. Farmer proposed Cllr. Hickmore for this role, which was seconded and CARRIED.