

# **FARINGDON TOWN COUNCIL**

The Pump House, 5 Market Place, FARINGDON, Oxfordshire, SN7 7HL

Telephone 01367 240281

[www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)

Clerk: Sally Thurston



<b>Minutes of a Town Council meeting to be held on Wednesday 09th Sep 2020 at 7.15pm, via video conferencing.</b>	
Cllr. Wise welcomed everyone to the meeting held via Microsoft Teams Video Conferencing to overcome the current Coronavirus restrictions. Members were reminded that the meeting was being recorded.	
<b>1/8/20</b>	<b>Apologies for Absence</b> Cllr. Steve Leniec
<b>2/8/20</b> <b>Cllrs present at roll call:</b>	<b>Mike Wise (Mayor)</b> <b>Kiera Bentley</b> <b>Jane Boulton (Chair Planning)</b> <b>Rosalind Burns</b> <b>Peter Castle</b> <b>James Famakin, joined meeting at item 6</b> <b>Angela Finn</b> <b>Lucy Martin</b> <b>Kimberly Morgan</b> <b>Stephen Smith</b> <b>Liz Swallow</b> <b>Bethia Thomas</b>
<b>In attendance</b>	<b>C/Cllr Judith Heathcoat</b> <b>D/Cllr David Grant</b> <b>Sally Thurston, Town Clerk</b> <b>Marzia Sellitti Deputy Town Clerk, joined meeting at item 7</b> <b>Jo King, Town Clerk's Assistant</b>
<b>Min. number: Item/meeting/year</b>	
<b>3/8/20</b>	<b>Minutes of last meeting</b> It was PROPOSED that the minutes of the meeting held on Wednesday 15th July 2020 be signed as a correct record. This was <b>SECONDED</b> and <b>RESOLVED</b> .
<b>4/8/20</b>	<b>Declarations of Interest &amp; requests for dispensations</b> Cllr. Kiera Bentley in respect of item 8, planning application Land South of Highworth Road Cllr. Stephen Smith in respect of item 18, represents staff at hospital
<b>5/8/20</b>	<b>Public Speaking and Question Time</b> None
<b>6/8/20</b>	<b>Reports from Outside Bodies</b> Members NOTED a) Thames Valley Police report. Members requested Clerk to enquire further about the incidents in August and for a representative to attend virtual town council meetings.
<b>7/8/20</b>	<b>County Councillor's Report</b> Members received and NOTED report from County Cllr. Judith Heathcoat. Cllr Heathcoat highlighted some relevant updates from the report and members discussed Faringdon library, New Primary School at Park Road South, and Civil Parking.
<b>8/8/20</b>	<b>District Councillors' Report</b> Members received and NOTED report from District Cllrs. Grant and Thomas D/Cllr Grant also updated members on planning issues <ul style="list-style-type: none"> <li>• Land South of Steeds committee decision to reject on financial non-viability grounds regarding s106 funds and insufficient affordable houses</li> </ul>

	<ul style="list-style-type: none"> <li>Land South of Highworth Road, access/bellmouth condition has been approved but reserved matters still ongoing. D/Cllr Grant to review status of works.</li> <li>Former Rogers concrete site, resubmission of application is expected.</li> </ul>
<b>9/8/20</b>	<b>Chairman's Activity Report</b> Chairman's activity report was NOTED.
<b>10/8/20</b>	<b>Reports from Committees</b> Members NOTED minutes and reports of the following committee meeting, including decisions taken under delegated authority: <ul style="list-style-type: none"> <li>a) Finance and Audit Committee: 29<sup>th</sup> July</li> <li>b) Planning and Highways Committee: 26<sup>th</sup> August</li> </ul>
<b>11/8/20</b>	<b>Clerk's Report &amp; Schedule of Payments (appendix 1 &amp; 2)</b> Cllr. Mike Wise PROPOSED that the schedule of payments up to and including 09 <sup>th</sup> Sep 2020 be APPROVED. This was SECONDED by Cllr. Finn and RESOLVED
<b>12/8/20</b>	<b>Old Town Hall Renovations</b> It was PROPOSED to approve recommendations from the Finance and Audit Committee: <ul style="list-style-type: none"> <li>a) To APPROVE the building specification</li> <li>b) To phase work in two stages. External work phase one, internal work phase two</li> <li>c) To APPOINT Daghish Building Ltd for Phase one</li> <li>d) To APPROVE funding schedule</li> <li>e) To APPROVE release of £16,000 reserves towards Phase one works.</li> </ul> This was SECONDED and RESOLVED.
<b>13/8/20</b>	<b>COVID – 19</b> <ul style="list-style-type: none"> <li>a) Members NOTED an update. Members discussed the delay of opening the Corn Exchange and member enquired on behalf of a resident about the fees for the Country Market, Clerk to add this item to the next Facilities meeting. Members discussed grant from Oxfordshire Foundation for The Place and Faringdon Viral Kindness group and asked Clerk to write to the foundation to thank them formally.</li> <li>b) It was agreed that, regrettably, the Remembrance service could not go ahead in the normal format due to the Covid-19 pandemic restrictions. It was PROPOSED that a low-key wreath laying ceremony take place on Wednesday 11<sup>th</sup> November, with a maximum of six people from the nominated categories to attend. This ceremony would be recorded and posted on social media and the website. The council would work with All Saints' Church to promote an online service on Remembrance Sunday. This was SECONDED and RESOLVED. It was FURTHER PROPOSED to ask other organisations to arrange their own independent wreath laying and to record event. This was SECONDED and RESOLVED</li> <li>c) Members NOTED an update regarding Faringdon Viral Kindness, members requested Clerk to send a letter of thanks for their outstanding work.</li> </ul>
<b>14/8/20</b>	<b>Casual Vacancy</b> Clerk informed members that a former Councillor had expressed an interest in becoming co-opted back on to the council. After discussion, it was PROPOSED the council uphold the resolution to co-opt from the unelected candidates, in order of votes, from the 2019 election. This was SECONDED and RESOLVED. Clerk to inform the former Councillor and proposed candidates.
<b>15/8/20</b>	<b>Home Bargains</b> It was PROPOSED to raise no objection to the application for a premises licence. This was SECONDED and RESOLVED.
<b>16/8/20</b>	<b>Code of Conduct consultation</b>

	It was PROPOSED to support NALC proposal. This was SECONDED and RESOLVED.
<b>17/8/20</b>	<b>Rural Market Towns</b> It was PROPOSED to join membership on a year's free trial basis. This was SECONDED and RESOLVED.
<b>18/8/20</b>	<b>Oxford Health NHS Foundation Trust – Virtual AMM &amp; AGM</b> It was PROPOSED to elect Cllr. Kimberly Morgan to attend on behalf of Faringdon Town Council. This was SECONDED and RESOLVED
<b>19/8/20</b>	<b>Farcycles</b> Members NOTED an update regarding the Farcycles pop-up cycle repair shop. Members discussed and commented on what a successful initiative for the Town both supplying bicycles for all and raising a great amount of money in the process, all supported excellently by volunteers. Clerk to write to Farcycles to thank them and to enquire if they need assistance in acquiring new temporary space.
<b>20/8/20</b>	<b>Items for Information Only</b> <ul style="list-style-type: none"> <li>• Clerk to distribute recordings from ecology viral workshops and for the future OALC events.</li> <li>• Clerk is in process of setting up an Active Listening virtual training session and requested members to give their availability to enable this to be booked.</li> <li>• Member NOTED the Green Homes grant in OALC newsletter and suggested it be placed on Faringdon Town Council's website</li> </ul>

**The meeting closed at 20:34 pm**

## **Appendix 1**

<b>CLERK'S REPORT August 2020</b>		
Salaries August in addition to July figure reported	Salaries	£178.49
HMRC August in addition to July figure reported	Tax and NI	£54.32
OCC August in addition to July figure reported	Pension Contributions	£65.93
<b>Bacs payments to pay</b>		
Steele Davis	The Place CEX refurb PAID	£28,492.84
Weaver Khan	The Place CEX refurb PAID	£606.60
Spurgeons	Family Services	£2,763.08
AIS	Copier Costs	£87.89
Leaseplan	Van Lease	£169.48
Viking	Stationery	£131.11
Mrs K Lane	CEX Refund	£13.50
Playdale	Play Equipment repairs	£967.69
Vision ICT	Domain renewal	£66.00
DWN	Stock	£129.29
Aston James	Stationery	£90.12
TVE	Machinery Maintenance	£34.62
<b>Direct Debits</b>		
VWHDC	PH Rates	£462.00
VWHDC	CEX Rates	£773.00
CF Corporate	Copier Lease	£178.45

British Gas	Capped metre	£17.03
O2	Mobiles	£37.82
Fuel card	Mower	£30.72
<b>Total Town Council Invoices</b>		<b>£33,816.34</b>

## Appendix 2

<b>CLERK'S REPORT September 2020</b>		
Salaries	Salaries	£15,696.72
HMRC	Tax and NI	£3,801.95
OCC Pension CONTS	Pension Contributions	£5,302.59
<b>Cheque payment made early</b>		
Al Sylvester	Faringdon Viral Kindness Expenses (from OCF grant held)	£73.78
<b>Bacs payments to pay</b>		
ANLX	Website Costs	£22.80
Parish Online	Online Mapping	£324.00
Biffa	waste disposal	£344.45
John Lovegrove	CEX Plumbing	£166.00
Leaseplan	Van Lease	£169.48
AIS	copier costs	£30.59
Jacksons	Lift service and repair	£877.20
Shelia Gill	Stock	£181.44
D Whyman	Stock	£51.87
Little Goat Soap Co	Stock	£96.30
Stay Grounded	Reimbursement of licence fee	£100.00
L Remington	Agency	£109.80
J Fennelly	Agency	£129.60
R Marchant	Agency	£21.60
PPL PRS	Licence	£21.21
Spurgeons	Family Service	£2,763.08
PHS	Sanitary waste services	£108.00
Seldram Supplies	Hand Sanitiser	£68.40
SLCC	Training	£30.00
Al Sylvester	Faringdon Viral Kindness Expenses (from donations held)	£251.79
Al Sylvester	FVK expenses (from OCF grant held)	£155.00
Earth Anchors	Town Centre Benches	£3,777.60
<b>Direct Debits</b>		
Coop Bank	Credit Card repay July	158.59
Coop Bank	Credit Card repay Aug	351.29
VWHDC	PH Rates	£462.00
VWHDC	CEX Rates	£773.00
Mainstream Digital	Telephone and Broadband	£206.86
Mainstream Digital	The place instalation and fee	£383.69
O2	mobiles	£67.66
PWLB	Loan repayment	£2,188.34
Barclaycard	Merchant fees July / Aug	£62.72
Screwfix	Maintenance items	£34.17
Fuel Card Services	Fuel	£22.80

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Total Town Council Invoices		£39,403.40

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