

# **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



## **Minutes of a Full Council meeting held on Wednesday 11th November 2020 at 7:15pm, via video conferencing.**

Cllr. Wise welcomed everyone to the meeting held via Microsoft Teams Video Conferencing. Members were reminded that the meeting was being recorded.

### **1/11/20 Apologies for Absence**

None

### **2/11/20 Roll Call**

#### **Present:**

Cllrs. Mike Wise (Mayor)

Kiera Bentley

Jane Boulton

Rosalind Burns

Peter Castle

James Famakin

Angela Finn

Steve Leniec

Lucy Martin

Kimberly Morgan

Stephen Smith

Liz Swallow (Joined at item 6)

Bethia Thomas

#### **In Attendance**

2 members of the public

C/Cllr Judith Heathcoat (Left at item 11)

D/Cllr David Grant

Sally Thurston, Town Clerk

Marzia Sellitti, Deputy Town Clerk

Jo King, Town Clerk's Assistant

### **3/11/20 Minutes of last meeting**

It was PROPOSED that the minutes of the meeting held on Wednesday 14th October 2020 be SIGNED as a correct record. This was SECONDED and RESOLVED.

### **4/11/20 Declarations of Interest & requests for dispensations**

None

## **5/11/20 Public Speaking and Question Time**

None

## **6/11/20 Co-option of a councillor**

David Brown, a historian, and archaeologist, who previously stood in the 2019 election, came forward for co-option. David Brown introduced himself as a candidate looking to contribute to future projects and promote the history and pride in the town. It was PROPOSED to elect David Brown as a member of Faringdon Town Council. This was SECONDED and RESOLVED.

## **7/11/20 Reports from Outside Bodies**

Members NOTED the following:

- Due to IT problems Thames Valley Police could not provide a monthly report, this would be circulated via email on receipt. Members were informed that a new sergeant has recently joined the neighbourhood team.
- OALC Larger Council meeting minutes.
- The Place Trustees' report

## **8/11/20 County Councillor's Report**

Members NOTED a report from C/Cllr. Heathcoat.

## **9/11/20 District Councillors' Report**

Members NOTED a report from D/Cllrs. Grant and Thomas.

It was NOTED that discussions about the refurbishment of the Portway underpass are ongoing. Community engagement will be organised by the Vale Arts Officer, working closely with the Town Council, to ensure surrounding properties are fully consulted before any works are agreed.

Cllr. Boulton suggested to add for discussion at the next meeting; *to consider a review of the Faringdon Neighbourhood Plan.*

## **10/11/20 Chair's Activity Report**

The Chair's activity report was NOTED.

## **11/11/20 Reports from Committees**

Members NOTED minutes and reports of the following committee meetings, including decisions taken under delegated authority:

- a) Facilities Committee: 16<sup>th</sup> September 2020
- b) Planning and Highways Committee: 28th October 2020
- c) Finance and Audit Committee Meeting: 21st October 2020
- d) Community & Partnerships Committee: 30<sup>th</sup> September 2020

## **12/11/20 Clerk's Report & Schedule of Payments**

Cllr. Mike Wise PROPOSED that the schedule of payments, up to and including 11th November 2020 (appendix. a), be APPROVED. This was SECONDED by Cllr. Finn and RESOLVED.

Members NOTED the Clerk's activity report.

### **13/11/20 Council Meetings**

Members considered and discussed meetings affected by the ongoing Covid-19 restrictions:

- a) It was PROPOSED to postpone the Annual Meeting of Council to May 2021. This was SECONDED and RESOLVED.
- b) It was PROPOSED that the Finance and Audit committee meet earlier, on 17th December 2020, in the absence of a Town Meeting, in order to involve the community fully in the budget-setting process. The meeting should be advertised widely. This was SECONDED and RESOLVED. It was further PROPOSED to invite residents to a public session, before the final budget is agreed, at Full Council on January 13<sup>th</sup>, 2021. This was SECONDED and RESOLVED.
- c) It was PROPOSED that meeting recordings should be made publicly available, on the Town Council YouTube channel, until the minutes are agreed. This was SECONDED and RESOLVED. It was suggested etiquette for best practice in online meetings be reviewed, to enable better access for the public.

### **14/11/20 Motion Under Notice**

Members received a motion under notice PROPOSED by Cllr. Burns SECONDED by Cllr. Bentley. *It was PROPOSED that the Town Council support an investigation into the closure of the bus lane in the town centre and redirection of buses and delivery vehicles, to give a larger pedestrian area to support town centre regeneration.* This was SECONDED and RESOLVED.

### **15/11/20 Motion Under Notice**

Members received a motion under notice PROPOSED by Cllr. Bentley and SECONDED by Cllr. Martin. *It was PROPOSED that the Town Council support an investigation into the redirection of traffic in London Street, with consideration given to closure or one-way traffic.* This was SECONDED and RESOLVED. Cllrs. Finn and Thomas abstained.

### **16/11/20 Community Survey**

Members received and considered a draft community survey to ascertain public opinion on the following four areas:

- The Town Centre
- Traffic and parking
- Community
- The Town Council

It was PROPOSED that councillors send any suggested amendments or additions to the Town Clerk by Friday 20<sup>th</sup> November. This was SECONDED and RESOLVED. It was further PROPOSED the survey would be advertised in the December council newsletter and made available online and in hard copy in the Information Centre. This was SECONDED and RESOLVED.

### **17/11/20 NALC Council Award**

- a) It was PROPOSED to confirm that the required documents, as listed, are published online. This was SECONDED and RESOLVED.
- b) It was PROPOSED that the draft Council Business Plan be APPROVED. This was SECONDED and RESOLVED.
- c) It was PROPOSED the following draft statements be APPROVED and presented to the accreditation panel:
  1. Faringdon Town Council ensures that it delivers value for money
  2. Faringdon Town Council meets its duties in relation to biodiversity and crime & disorder
  3. Faringdon Town Council provides leadership in planning for the future of the community
  4. Faringdon Town Council Manages its performance as a corporate body. This was SECONDED and RESOLVED.

### **18/11/20 Councillor IT**

Members received quotes to consider the future provision of IT devices for councillors. It was PROPOSED to conduct a survey to investigate need, to inform further discussion at the next Finance and Audit Committee meeting. This was SECONDED and RESOLVED.

### **19/11/20 Market Rota**

Members AGREED a rota for councillors to attend Saturday markets for community engagement, when restrictions allow.

### **20/11/20 Items for Information Only**

None

### **21/11/20 Correspondence**

Members NOTED a list of correspondence circulated by email from 14th October 2020 up to and including 11th November 2020.

**The meeting closed at 21:40 pm**

<b>Appendix a. CLERK'S REPORT</b>	<b>Nov-20</b>	
Salaries	Salaries	£ 12,947.30
HMRC	Tax and NI	£ 3,122.15
OCC Pension CONTS	Pension Contributions	£ 4,313.77
<b>Bacs payments to pay</b>		
Heritage	Stock	£ 149.10
B&W Lifts	PH Lift service	£ 384.00
Royal British Legion	Wreaths	£ 17.00
Aston James	Stationery	£ 31.47
J O'Rourke	C/EX Refund	£ 41.58
MHP	Welcome Folders	£ 225.00
Leaseplan	Van Lease	£ 169.48
Viking	Various	£ 619.92
AIS	Copier Costs	£ 40.26
Seldram	Cleaning supplies	£ 620.43
Pauls Planters	Town Centre Winter Planting	£ 160.00
Moore	External Audit	£ 1,200.00
NALC	Gold Standard Registration	£ 50.00
Pyroprotect	Fire Safety Contract	£ 1,116.00
M Bradley	Agency	£ 220.50
Uffigton Potters	Agency	£ 204.75
Peter Wheeler	Agency	£ 40.50
MRD Digital Print	Printing Xmas Card	£ 55.00
Jacksons	Lift service	£ 322.80
<b>Direct Debits</b>		
Coop Bank	Credit Card repay	£ 198.87
VWHDC	PH Rates	£ 462.00
VWHDC	CEX Rates	£ 773.00
Mainstream Digital	Telephone and Broadband	
CF Corporate	Copier Lease	£ 178.45
Fuel Card Services	Card service	£ 8.40
Castle Water	C/EX Water	£ 176.62
British Gas	PH Capped	£ 14.23
British Gas	CEX Electric	£ 237.43
British Gas	PH Electric	£ 125.54
British Gas	PH Capped	£ 20.14
British Gas	PH Electric	£ 194.34
British Gas	PH Gas	£ 24.65
British Gas	OTH Electric	£ 67.62
Screwfix	Various Maintenance	£ 34.17
Screwfix	Various Maintenance	£ 25.94
Mainstream Digital	Telephone and Broadband	£ 650.74
O2	Mobiles	£ 52.93
<b>Total Town Council Invoices</b>		<b>£ 29,296.08</b>