

FARINGDON TOWN COUNCIL

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

Telephone 01367 240281

www.faringdowntowncouncil.gov.uk

Clerk: Sally Thurston



Members of the Facilities Committee:

You are summoned to attend an online meeting of the

Facilities Committee to be held on

Wednesday 16th December 2020 at 7.15pm

Members of the public and press are invited to attend the meeting via this link:

[Click here to join the meeting](#)

AGENDA

1. Apologies for Absence

To receive and consider

2. Roll Call

Members summoned: Cllrs Bentley, Boulton, Famakin, Finn, Leniec, Swallow, Wise

Officers: Town Clerk, Deputy Town Clerk, Clerks Assistant

3. Minutes of last meeting

To agree and sign as a correct record of the Facilities Committee meeting held on Wednesday 16th September (attached)

4. Declarations of Interest

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when the item is reached. Unless dispensation is granted, you must withdraw from the room when the meeting discusses and votes on the matter.

5. Public Question and Speaking Time

Questions will be restricted to one from each member of the public, or a maximum of three per meeting. Written notice of questions must be received by the Clerk at least 3 working days before the meeting.

Members of the public are welcome to speak on any business itemised on the agenda for up to 3 minutes

6. Christmas Lights

a) To receive and consider an update

b) To consider future provision

7. Precept 2021/22

a) To receive the following financial reports (attached):

i. Corn Exchange

ii. Pump House

iii. Recreation and Open Spaces

b) To consider draft budgets for 2021/22 for the following (attached):

i. Corn Exchange

ii. Pump House

iii. Recreation and Open Spaces

- c) To consider capital expenditure projects for 2021/22:
 - i. Corn Exchange
 - ii. Pump House
 - iii. Recreation and Open Spaces

8. Facilities Reports

To consider updates and reports including decisions taken under delegated authority:

- a. Elms Tennis Court
- b. Tuckers Play area
- c. All Saints Church Yard
- d. Town park
- e. Oakwood Park
- f. Tidy Team
- g. The Wilderness
- h. Corn Exchange
- i. Pump House
- j. Bus stops
- k. Salt Bins

9. Corn Exchange

- a. To consider the use of the Geology Trust room as a Clothes Library
- b. Carpet in Geo room
- c. To receive and consider an update on the Corn Exchange Floor

10. Small Park on Park Rd

To receive and consider an update on use of the VWHDC owned park

11. Sculptured Recycle Bins

To receive and consider an update

12. Open Space for Dog Owners

To consider possibilities for providing a fenced dog walking area

13. Faringdon Free Foods

- a) To consider free food sites in Faringdon
- b) To consider providing a free foods map

14. Town Centre Improvements

To consider an update on resurfacing and to consider an update on public art.

15. Town Park

To receive and consider and update

16. Items for Information Only

Including an update on the Portway Underpass

17. To consider agenda items for the next meeting

Date: 10th December 2020

Deputy Town Clerk

Marzia Sellitti

FARINGDON TOWN COUNCIL

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

Telephone 01367 240281

www.faringdowntowncouncil.gov.uk

Clerk: Sally Thurston



| Minutes of a Town Council meeting held on Wednesday 16th September 2020 at 7.15pm, via video conferencing. | |
|--|--|
| Welcome | Cllr. Bentley welcomed everyone to the Facilities virtual meeting. This meeting was carried via Microsoft Teams Video Conferencing. |
| Minute no: Item/meeting/year | |
| 1/2/20 | Apologies for Absence Cllr. Steve Leniec and Cllr. Bethia Thomas sent their apologies. Cllr. Boulton unable to join due to technical issues. |
| 2/2/20 Cllrs roll call: | Kiera Bentley (Chair) James Famakin Angela Finn Liz Swallow Mike Wise. |
| Officers roll call: | Sally Thurston: Town Clerk Marzia Sellitti: Deputy Town Clerk Jo King: Clerks Assistant |
| 3/2/20 | Minutes of last meeting Members noted that in minute n. 2/2/20 Cllr. Bently should read Bentley this was amended. Minutes of the meeting held on on Wednesday 10 th June 2020 were AGREED and SIGNED as a correct record. |
| 4/2/20 | Declarations of Interest None. |
| 5/2/20 | Public Question Time None. |
| 6/2/20 | Precept 2021/22 a) Members NOTED the following 2020/21 financial reports. It was NOTED that income is low against expenditure for COVID reasons: I. Corn Exchange. II. Pump House III. Recreation and Open Spaces. b) Members considered the following draft budgets for year 2021/22: I. Corn Exchange Members NOTED that the budget reflects figures from last year due to Covid19 and lack of sufficient data for the current year. It was also NOTED that gas and electric rates for next year are predicted to raise due to inflation. It was PROPOSED that the DRAFT budget provided be put forward. This gave an expenditure budget of £7,786. This was SECONDED and RESOLVED. II. The Pump House Members NOTED that the budget reflects figures from last year due to Covid19 and lack of sufficient data for the current year. It was also NOTED that gas and electric rates for next year are predicted to raise due to inflation. It was PROPOSED that the DRAFT budget provided be put forward. This gave an expenditure budget of £7,941. This was SECONDED and RESOLVED. III. Recreation and Open Spaces Members received an update on an electric vehicles investigation. Members NOTED that investing in an electric van would result in costs raising to £ 4,270 per year, therefore, agreed to review this again next year. It was PROPOSED |

| | |
|---------|---|
| | <p>that the DRAFT budget provided be put forward. This gave an expenditure budget of £17,363. This was SECONDED and RESOLVED.</p> <p>c) Members considered capital expenditure projects for 2021/22 It was PROPOSED and AGREED to review the asset register to investigate further on any equipment that might need replacing. Members expressed an interest in new trees and relevant surveys as a potential capital project. The Clerk will investigate potential future project requiring capital expenditure and report to the next Facilities meeting.</p> |
| 7/2/20 | <p>Facilities Reports Members NOTED updates and reports including decisions taken under delegated authority for the following:</p> <p>a) No updates on Elms Tennis Court. Members NOTED that the tennis court had been successfully run following the guidelines imposed as a result of COVID-19.</p> <p>b) Tuckers Play area and Oakwood – have been reopened. All the play equipments, benches and gates are rigorously sprayed with disinfectant twice weekly. Both play areas have undergone maintenance following a new ROSPA assessment.</p> <p>c) All Saints’ Church Yard</p> <p>d) Town Park</p> <p>e) Tidy Team has been tackling maintenance works in open spaces and venues, cleaning, grass cutting and installing street furnitures in town.</p> <p>f) Corn Exchange. It was NOTED that the Place has now moved into the old council offices and aim to open on 1st October 2020. A new broadband will soon be installed for the use of the Place and hirers. The hall has been repainted. All electrical test and legionella assessment have been carried out.</p> <p>g) The Pump House</p> <p>h) Bus Shelters</p> <p>i) Planters</p> |
| 8/2/20 | <p>Covid-19 Members received a update report on the reopening of the venues. All risk assessments for the venues have been completed. It was PROPOSED that the following opening schedule be approved:</p> <p>i) The Corn Exchange will open to regular hirers only on Monday 21st September 2020, if their risk assessment is approved. Parties, celebrations and concerts will not be allowed to take place.</p> <p>ii) The Pump House will not open to hirers and will not open the museum to public due to the restrictions imposed by the single narrow access in the building. The Food Bank will carry on operating in house and being managed by the FTC staff due to a the increased infection rate. This should be reviewed regularly in line with the Covid-19 infection rate.</p> <p>This was SECONDED and RESOLVED.</p> |
| 9/2/20 | <p>ROSPA Members NOTED ROSPA reports for:</p> <p>a) Oakwood Park</p> <p>b) Tuckers Play Area</p> |
| 10/2/20 | <p>Tree Suvery Members NOTED a recent tree survey undertaken in August. Only one tree of the 127 identified trees was reccomended for immediate action. A maintenance programme for the remaining trees will be brought to the next meeting. The survey will be reviewed in three years.</p> |
| 11/2/20 | <p>Benches and Planters – Town Centre</p> <p>a) Members NOTED a proposal for new planters in the Town Centre. It was NOTED that the consultation identified some concerns from residents that planters would be obstructive during local events After debate, it was PROPOSED that further investigation should be undertaken including more funding for a comprehensive Town Centre regeneration project. This was SECONDED and RESOLVED.</p> |

| | |
|----------------|---|
| | b) It was PROPOSED to consult with the community further on town centre regeneration. |
| 12/2/20 | Town Park Members NOTED a correspondence for a revised proposal of the lease of Town Park awaiting response from OCC officer. |
| 14/2/20 | Folly Park Members received a report on an offer received to take over the management of the Folly estate. Members felt this was not a Town Council responsibility and PROPOSED to reject the offer. This was SECONDED and RESOLVED. |
| 15/2/20 | Items for Information Only None |
| 16/2/20 | Agenda for Next Meeting Town Centre Consultation Free Trees from the Tree Council Tree maintenance programme for consideration Trees for capital expenditure Wilderness Members will suggest any other items via email. |

Meeting ended at 20:30

Detailed Income & Expenditure by Budget Heading 30/11/2020

Month No: 8

Committee Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|
| <u>Facilities - Corn Exchange</u> | | | | | | |
| <u>101 Hall</u> | | | | | | |
| 1177 CEX Office Rent income | 5,729 | 13,100 | 7,371 | | | 43.7% |
| 1178 CEX Hire income | 771 | 11,000 | 10,229 | | | 7.0% |
| Hall :- Income | 6,500 | 24,100 | 17,600 | | | 27.0% |
| 1103 CEX Electric | 1,186 | 5,500 | 4,314 | 4,314 | | 21.6% |
| 1104 CEX Gas | 1,028 | 5,500 | 4,472 | 4,472 | | 18.7% |
| 1105 CEX Licences | 172 | 1,250 | 1,078 | 1,078 | | 13.8% |
| 1106 CEX Maintenance and repairs | 2,843 | 8,695 | 5,852 | 5,852 | | 32.7% |
| 1107 CEX Rates | 5,416 | 8,295 | 2,880 | 2,880 | | 65.3% |
| 1108 CEX Water rates | 156 | 525 | 369 | 369 | | 29.8% |
| 1110 CEX Cleaning | 16 | 0 | (16) | (16) | | 0.0% |
| 1117 CEX Hanging baskets | 231 | 265 | 34 | 34 | | 87.2% |
| 1124 CEX Waste disposal | 365 | 770 | 405 | 405 | | 47.4% |
| 1129 HALL- Digital booking Software | 330 | 660 | 330 | 330 | | 50.0% |
| Hall :- Indirect Expenditure | 11,743 | 31,460 | 19,717 | 0 | 19,717 | 37.3% |
| Net Income over Expenditure | (5,243) | (7,360) | (2,117) | | | |
| Facilities - Corn Exchange :- Income | 6,500 | 24,100 | 17,600 | | | 27.0% |
| Expenditure | 11,743 | 31,460 | 19,717 | 0 | 19,717 | 37.3% |
| Movement to/(from) Gen Reserve | (5,243) | | | | | |
| Grand Totals:- Income | 6,500 | 24,100 | 17,600 | | | 27.0% |
| Expenditure | 11,743 | 31,460 | 19,717 | 0 | 19,717 | 37.3% |
| Net Income over Expenditure | (5,243) | (7,360) | (2,117) | | | |
| Movement to/(from) Gen Reserve | (5,243) | | | | | |

Detailed Income & Expenditure by Budget Heading 30/11/2020

Month No: 8

Committee Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|
| Facilities PUMP HOUSE | | | | | | |
| 301 Pump House | | | | | | |
| 3178 PH-Hire Income | 30 | 4,000 | 3,970 | | | 0.8% |
| Pump House :- Income | <u>30</u> | <u>4,000</u> | <u>3,970</u> | | | <u>0.8%</u> |
| 3101 PH-Electricity | 887 | 1,650 | 763 | | 763 | 53.8% |
| 3102 PH-Gas | 405 | 2,200 | 1,795 | | 1,795 | 18.4% |
| 3103 PH-Repairs and maintenance | 1,849 | 5,830 | 3,981 | | 3,981 | 31.7% |
| 3105 PH-Water rates | 175 | 500 | 325 | | 325 | 35.1% |
| 3115 PH-Waste disposal | 167 | 220 | 53 | | 53 | 75.9% |
| 3118 PH Faringdon Trust rent | 0 | 25 | 25 | | 25 | 0.0% |
| Pump House :- Indirect Expenditure | <u>3,484</u> | <u>10,425</u> | <u>6,941</u> | <u>0</u> | <u>6,941</u> | <u>33.4%</u> |
| Net Income over Expenditure | <u>(3,453)</u> | <u>(6,425)</u> | <u>(2,972)</u> | | | |
| Facilities PUMP HOUSE :- Income | 30 | 4,000 | 3,970 | | | 0.8% |
| Expenditure | 3,484 | 10,425 | 6,941 | 0 | 6,941 | 33.4% |
| Movement to/(from) Gen Reserve | <u>(3,453)</u> | | | | | |
| Grand Totals:- Income | 30 | 4,000 | 3,970 | | | 0.8% |
| Expenditure | 3,484 | 10,425 | 6,941 | 0 | 6,941 | 33.4% |
| Net Income over Expenditure | <u>(3,453)</u> | <u>(6,425)</u> | <u>(2,972)</u> | | | |
| Movement to/(from) Gen Reserve | <u>(3,453)</u> | | | | | |

Detailed Income & Expenditure by Budget Heading 30/11/2020

Month No: 8

Committee Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|
| <u>Facilities R&OS</u> | | | | | | |
| <u>201 Tennis Courts</u> | | | | | | |
| 2101 Elms Tennis Court Rates | 0 | 215 | 215 | | 215 | 0.0% |
| Tennis Courts :- Indirect Expenditure | <u>0</u> | <u>215</u> | <u>215</u> | <u>0</u> | <u>215</u> | <u>0.0%</u> |
| Net Expenditure | <u>0</u> | <u>(215)</u> | <u>(215)</u> | | | |
| <u>202 Allotments</u> | | | | | | |
| 2203 ALL-MAINTENANCE | 148 | 0 | (148) | | (148) | 0.0% |
| Allotments :- Indirect Expenditure | <u>148</u> | <u>0</u> | <u>(148)</u> | <u>0</u> | <u>(148)</u> | |
| Net Expenditure | <u>(148)</u> | <u>0</u> | <u>148</u> | | | |
| <u>203 Churchyard</u> | | | | | | |
| 2341 All Saints Maintenance | 0 | 315 | 315 | | 315 | 0.0% |
| Churchyard :- Indirect Expenditure | <u>0</u> | <u>315</u> | <u>315</u> | <u>0</u> | <u>315</u> | |
| Net Expenditure | <u>0</u> | <u>(315)</u> | <u>(315)</u> | | | |
| <u>205 Recreaion & Open Space</u> | | | | | | |
| 2201 Allotment NT Rent | 148 | 260 | 113 | | 113 | 56.7% |
| 2403 Van Lease | 865 | 1,730 | 865 | | 865 | 50.0% |
| 2404 FUEL | 364 | 700 | 336 | | 336 | 52.0% |
| 2503 REC - EQUIP/SAFETY WEAR | 0 | 0 | (0) | | (0) | 0.0% |
| 2512 REC - Maintenance | 2,045 | 6,015 | 3,970 | | 3,970 | 34.0% |
| 2526 XMAS LIGHTS | 0 | 6,395 | 6,395 | | 6,395 | 0.0% |
| 4102 Bus Shelter Costs | 0 | 900 | 900 | | 900 | 0.0% |
| Recreaion & Open Space :- Indirect Expenditure | <u>3,422</u> | <u>16,000</u> | <u>12,578</u> | <u>0</u> | <u>12,578</u> | <u>21.4%</u> |
| Net Expenditure | <u>(3,422)</u> | <u>(16,000)</u> | <u>(12,578)</u> | | | |
| Facilities R&OS :- Income | 0 | 0 | 0 | | | 0.0% |
| Expenditure | 3,569 | 16,530 | 12,961 | 0 | 12,961 | 21.6% |
| Movement to/(from) Gen Reserve | <u>(3,569)</u> | | | | | |
| Grand Totals:- Income | 0 | 0 | 0 | | | 0.0% |
| Expenditure | 3,569 | 16,530 | 12,961 | 0 | 12,961 | 21.6% |
| Net Income over Expenditure | <u>(3,569)</u> | <u>(16,530)</u> | <u>(12,961)</u> | | | |
| Movement to/(from) Gen Reserve | <u>(3,569)</u> | | | | | |

Planning

Head of Service: Adrian Duffield



Faringdon Town Council
Pump House
5 Market Place
Faringdon
Oxon
SN7 7HL

14 October 2020

CONTACT OFFICER: **Fiona Bradshaw**

registration@southandvale.gov.uk

Tel : 01235 422600

Textphone: 18001 01235 422600

135 Eastern Avenue, Milton Park
ABINGDON OX14 4SB

Ref: P20/V2248/TCA

Section 211 Notice of Intent for works to trees in Faringdon Conservation Area

Dear Faringdon Town Council

Thank you for your Notice of Intent to carry out tree works dated 3 September 2020. This council has **no objection** to the following works at:

Faringdon Library, The Elms, Gloucester Street, Faringdon, SN7 7HY

T111: Crown clean by removing deadwood, stubs, ivy and other climbers. Remove lowest 2 boughs that are trailing down to the ground.

T112: Crown clean by removing deadwood, stubs, ivy and other climbers. Remove the lowest bough adjacent to the school gate.

The following legal obligation applies:

- That the agreed works should be implemented within two years of the date of this permission and that only the works detailed above be implemented.

The council also advises that:

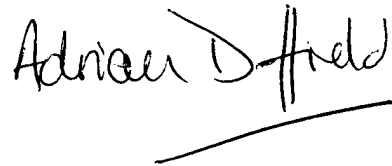
- That all works be carried out by a qualified tree surgeon to BS3998/2010 'Tree work – Recommendations' where applicable. A list of Arboricultural Association (AA) approved contractors operating in your area, can be obtained from the AA by telephone (01242 522152) or by consulting their website (www.trees.org.uk).
- Consent is obtained from the tree owner before works are under taken where the subject trees are not in the ownership of those who submitted the application.

Please be aware there are other legislative controls such as felling licences for woodland work and controls for the protection of certain species of flora and fauna. You should ensure that these do not apply to your proposed operations.

Further advice can be obtained from the Forestry Commission by calling 0300 067 4420 or online at www.forestry.gov.uk, or from Natural England by calling 0300 060 3900 or online at www.gov.uk/government/organisations/natural-england

Thank you for consulting me.

Yours sincerely,

A handwritten signature in black ink that reads "Adrian Duffield". The signature is written in a cursive style and is underlined with a single horizontal stroke.

Adrian Duffield
Head of Planning
Copy to: Vale of White Horse DC, 135 Eastern Avenue, Milton Park, Abingdon,
Oxon, OX14 4SB