

# **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



**To: Members of Faringdon Town Council**

**You are summoned to attend an online meeting of Full Council on Wednesday 9<sup>th</sup> December 2020 at 7.15pm. Press & Public are invited to attend via this link:**

[Click here to join the meeting](#)

**Questions can be submitted to [office@faringdowntowncouncil.gov.uk](mailto:office@faringdowntowncouncil.gov.uk)**

## **AGENDA**

**1. Apologies for Absence**

To receive and approve

**2. Roll call**

Cllrs. summoned: *Bentley, Brown, Boulton, Burns, Castle, Famakin, Finn, Leniec, Martin, Morgan, Smith, Swallow, Thomas and Wise*

**3. Minutes of last meeting – Wednesday 11<sup>th</sup> November 2020** (attached)

**4. Declarations of Interest & requests for dispensations**

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 Participation Time**

This period is designated for public speaking accordance with Standing Order 3 (f). Members of the public are welcome to speak on any business itemised on the agenda for up to 3 minutes. Questions will be restricted to one from each member of public, or a maximum of 3 per meeting. Written notice of questions must be received by the Clerk at least 3 working days before the meeting.

**6. Solar Streets Scheme**

To receive a presentation

**7. Reports from Outside Bodies**

To receive and consider reports to include:

- a) Thames Valley Police (to follow)
- b) Traffic Advisory Committee (to follow)
- c) Twinning Association (to follow)
- d) Oxfordshire Neighbourhood Plans Alliance (attached)

**8. County Councillor's Report**

To receive a report from County Cllr. Judith Heathcoat (attached)

**9. District Councillors' Report**

To receive a report from District Cllrs. Grant and Thomas (to follow)

**10. Chairman's Activity Report**

To receive an activity report from Town Mayor, Cllr. Mike Wise (to follow)

**11. Reports from Committees**

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

- a) Planning & Highways Committee: 25<sup>th</sup> November 2020
- b) Community and Partnerships Committee: 2<sup>nd</sup> December 2020

**12. Clerk's Report & Schedule of Payments**

- a) To receive and consider the schedule of payments up to and including December 9<sup>th</sup> (to follow)
- b) To receive and consider Clerks's activity report

**13. Faringdon Neighbourhood Plan**

To consider revising the Neighbourhood Plan

**14. Street Naming Policy**

To consider the Street Naming Policy

**15. Christmas Lunch for Vulnerable Residents**

To receive a proposal

**16. Items for Information Only** (to follow)

**17. Correspondence**

To receive, for information only, a list of correspondence circulated by email from 11<sup>th</sup> November 2020 up to and including 3<sup>rd</sup> December 2020



**Town Clerk  
3<sup>rd</sup> December 2020**

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## **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
Pyrotect	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>

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Minutes of the Planning & Highways committee meeting held on Wednesday 25th November 2020 at 7.15 pm, via video conferencing.

## **1/11/20 Apologies**

Cllr. Wise, Cllr. Bentley and Cllr. Thomas

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

Cllrs present: Boulton, Burns, Castle, Smith, Swallow (Joined at item 7), D/Cllr Grant  
Officers present: Marzia Sellitti Deputy Town Clerk,

## **3/11/20 Minutes of Meeting-Wednesday 28<sup>th</sup> October**

Minutes of the meeting held on Wednesday 28<sup>th</sup> October 2020 were AGREED and SIGNED as a correct record

## **4/11/20 Declarations of Interest**

Cllr. Boulton in respect of item 9

## **5/11/20 Public Participation Time**

None

## **6/11/20 Items for Information Only:**

- a) Members NOTED a Solar street scheme project update. Members were informed that a presentation on the scheme will be delivered at the next Full Council meeting with 15 mins reserved for Q&A.
- b) Members NOTED an update on the two motions to investigate the closure of the bus lane and the diversion of traffic in London Street
- c) Members NOTED application P20/V2953/A: Land adjacent to A420 Road between A420 and Wicklesham Lodge Farm Faringdon SN7 7PN 1 x agent's For Sale board
- d) Members NOTED, for information only the following Planning Permissions

**P20/V2446/HH** 116 Marines Drive Faringdon: GRANTED

**P20/V1834/FUL** 18 Market Place Faringdon: GRANTED

**P20/V2335/HH** 27 Nursery View Faringdon: GRANTED

**P20/V2431/HH** 14 Butts Road Faringdon: GRANTED

**P20/V0658/RM** Land south of Highworth Road Faringdon: GRANTED

**P20/V0855/O** Rogers Concrete Sandshill Faringdon SN7 7PQ -Amended Plans

## **7/11/20 Reallocation of the welcome to Faringdon wall.**

Members received and NOTED a correspondence from OCC community officer in regards the reallocation of the welcome to Faringdon wall. It was PROPOSED to follow the advice of the OCC engineer officer and approve the proposed allocation.

## **8/11/20 Faringdon Street Name policy**

Following a previous request from a resident to name a street in Faringdon after her late relative, Members discussed to adapt the protocol in place for street names, expanding the current criteria to allow more diversity.

It was PROPOSED to bring a recommendation to Full council to adopt a new Faringdon street name policy.



This was SECONDED and RESOLVED.

**9/11/20 Planning Applications to Vale of White Horse District Council awaiting comments from Faringdon Town Council:**

To receive and consider the following applications:

**P20/V2906/DIS** Land South of Park Road Faringdon SN7 7PL- No Objection

**P20/V2891/PDH** 16 Coxwell Street Faringdon Oxfordshire SN7 7HA- No Objection

**P20/V2870/LDE** Korokoro 26 Gilligans Way Faringdon SN7 7FX- No Objection

**P20/V2817/D** Former Aston Pine The Warehouse Ferndale Street Faringdon SN7 7BE No Objection

**P20/V2765/FUL** 6 Old Sawmills Road Park Road Industrial Estate Park Road Faringdon SN7 7DS- No Objection

**P20/V2623/HH** 4 Elm Road Faringdon SN7 7EJ- No Objection

**10/11/20 To suggest agenda items for the next meeting**

Meeting ended at 20:30

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Minutes of the Community and Partnerships Committee Meeting held on Wednesday 2<sup>nd</sup> December 2020 via Teams virtual conference

## **1/2/20 Apologies for Absence**

Cllr. Martin

Sjoerd Vogt (Tennis Club)

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

Chair welcomed the start of the meeting and reminded that the meeting was being recorded

Cllrs present: Bethia Thomas (Chair)

Kiera Bentley

Peter Castle

Kimberly Morgan

Liz Swallow

Mike Wise

In attendance : Kristine Douglas (Yoco)

David Williamson (Farcycles & Twinning)

Representative of Faringdon Brownies

Mairead Boyce (Faringdon Foodbank)

1 Member of the Public

Sally Thurston Town Clerk,

Marzia Sellitti Deputy Town Clerk

Jo King Town Clerks Assistant

## **3/2/20 Minutes of last meeting**

The minutes of the Community and Partnership Committee meeting held on Wednesday 30<sup>th</sup> September were SIGNED as a correct record

## **4/2/20 Declarations of Interest**

Cllr. Thomas declared an interest in item 6,13 and 16 (as a member of the Twinning Association, Flowers for Molly).

Cllr. Wise declared an interest on item 6 (as a member of the Twinning Association)

## **5/2/20 Public Question and Speaking Time**

None

## **6/2/20 Partnerships Update**

Members NOTED an update from the following partner agencies:

- Farcycles and Twinning- David Williamson spoke about the success of the cycle park in town, which is attracting increasingly more people into Faringdon. A new gym equipment has been installed in the cycle park and that this was highly used in the weekends. It was NOTED that the better ways to school is still progressing very slowly despite the emphasis of OCC on sustainable transports and cycling routes. It is hoped that the Twinning Ass. can return to normal in 2021
- Yoco - Christine Douglas spoke about Yoco holding weekly virtual classes and mentioned a new Programme being launched Couch to 5K to keep young people fit. It was NOTED that a new Kenya trip will be planned when the Pandemic will be over.
- A representative of the Brownies spoke about the ongoing action carried by the group in Faringdon, with weekly online meeting and craft activities.

### **7/2/20 The Place**

Members NOTED a progress report from The Place. The report highlighted:

- Wednesday 2<sup>nd</sup> December the Place had the first face to face interaction in the new venue
- The baby massage group will meet in the first week of January
- Volunteering meetings are ongoing and successful.

### **8/2/20 Precept 2021/22**

a) Members NOTED a financial report

b) Members NOTED a reduction in income in and expenditure for cinema.

It was PROPOSED to approve the recommended draft budgets of £16,885 for 2021/22 to take to the next finance meeting. This was SECONDED and RESOLVED.

c) Members NOTED that no capital expenditure projects were put forward for 2021/22

### **9/2/20 Community Engagement**

a) Members NOTED an update on recent community engagement.

b) Members NOTED a program for future events in Faringdon.

### **10/2/20 Safer Streets Partnerships**

a) Members NOTED an update from Cllr. Bentley on closing streets in Faringdon to play. Members acknowledged that there is potential for a collaboration with the Playing out organisation. The idea will entail to identify potential areas, consulting residents, for temporary streets closure to allow children to play safely from traffic. It was PROPOSED to investigate this project further to present a costed proposal which included officer time and membership of an existing organisation which provided support.

b) Members NOTED an update on the progress of a partnership to make streets around schools safer. This will be investigated further by Cllr. Thomas and Cllr. Swallow in conjunction with the Deputy Town Clerk. It was NOTED that the Town Clerk would investigate the StreetTag App, Introduced by VoWHDC which encouraged walking to school

### **11/2/20 Food Bank**

Members NOTED an update from the Food bank. The update highlighted:

- The Town Council is still operating the Food Bank due to the Pandemic
- The food bank as seen an increase in numbers recently, particularly families
- Community members and businesses were thanked for their generosity
- The town council staff were thanked for the remarkable work done during a very difficult period

### **12/2/20 Community Fridge**

Due to the absence of Cllr. Smith, leading the project, this discussion was deferred to the next meeting.

### **13/2/20 Youth Grants**

a) Members received a recommendation from the Youth Grants Working Party to award full grants to the following:

Faringdon Brownies –£ 1328

Yoco- £ 2000.

Faringdon Junior School- £ 2000 for the purchase of chrome books (conditions apply)

It was PROPOSED to award a full grant for the organisations. This was SECONDED and RESOLVED

b) Members NOTED a request from the Grant Sub-committee to award a £2000 grant to Be Free Young Carers from the youth grant budget. It was PROPOSED to approve the request. This was SECONDED and RESOLVED.

### **14/2/20 Berks, Bucks and Oxon Wildlife Trust**

Members NOTED an update on the development partnership to develop wildlife sites in Faringdon. The Town Clerk has contacted the organisation and is currently waiting for a response.

### **15/2/20 Community Warden Schemes**

Members received and NOTED that two information packs have been created in respect of the footpath warden scheme and the snow warden scheme and are ready to be promoted to recruit volunteers. It was PROPOSED to approve the schemes. This was SECONDED and RESOLVED

### **16/2/20 Boxes of Joy**

Members NOTED an update on a new project from community initiative 'Boxes of Joy' by 'Flowers for Molly'. It was NOTED that Cllr. Wise (in the role of Mayor) will sign the Christmas card accompanying the boxes of joy.

### **17/2/20 Items for Information**

- Members NOTED an update on the Portway Underpass. Communication with the District is ongoing, but no work will be undertaken until well into the next year.
- Members NOTED the Christmas lights have been switched on in Town. The light switch has been recorded live on social media.
- Members NOTED an idea to improve the Park opposite the Swan and include a tribute to our twin town Le Mele.
- Members NOTED that a survey was recently published online allowing local business to register their name in the new town welcome pack. The survey has received many positive responses with a total number of 54 registrations.
- Members NOTED a community survey was recently published and had a huge success collecting over 160 responses.
- Members NOTED that the new town welcome packs are almost ready and will be soon distributed by the Information Centre

### **18/2/20 To consider agenda items for the next meeting**

- Faringdon Free Food map
- To bring to the Facilities committee a recommendation for a capital project for new Christmas Lights
- To bring to the Facilities improvements to the Park opposite the Swan
- To bring to Facilities the possibilities of a dog fence area in parks for dog walking.

Meeting closed at 20:45

**REPORT TO FARINGDON DIVISION (Buckland with Gainfield, Buscot, Coleshill, Eaton Hastings, Faringdon, Gt Coxwell, Littleworth with Thrupp and Wadley and Little Coxwell) November 2020**  
All that is detailed within my monthly report is in the public domain and thus in the media. My monthly report is a document of varied information which will be of interest both to local Town/Parish Councillors, residents and rate payers. The report provides local news and a wider picture of the strategic work that Oxfordshire County Council undertakes and thus involves me both as your local County Councillor and as Deputy Leader for the County Council. Most of the strategic work will have implications locally and thus is “useful” for the local town and parish councillors.

The Government has confirmed that **Oxfordshire will move into the high COVID-19 alert level (tier 2) from Wednesday 2 December**. This means changes to the rules around working, socialising and running a business. Until that date, the national lockdown restrictions remain in place.

From 12.01am on 2 December, the following will apply:

- People must not meet socially with anybody outside their household or support bubble in any indoor setting, whether at home or in a public place.
- People must not meet in a group of more than six outside, including in a garden or other space.
- Non-essential shops can reopen, as can personal care businesses such as hairdressers, gyms and the wider leisure sector. All businesses and venues that reopen must ensure that COVID-secure measures are in place.
- Hospitality venues will be allowed to stay open until 11pm – with last orders at 10pm. However, only those that serve substantial meals can operate, and alcohol can only be served with substantial meals.
- Collective worship, weddings and outdoor sports can resume, with restrictions in place.
- Everyone who can work from home should continue to do so.

#### **Trading Standards: Sale of illegal cigarettes.**

This last month at Oxford Crown Court, Jacek Mazurek, Sylwia Jablonska and Malgorzata Gerwatowska pleaded guilty to a range of offences relating to the sale of illegal tobacco, connected to Witney Polish Deli Ltd, Corn Street, Witney. OCC's Trading Standards Service executed Warrants at 3 addresses in Witney and as a result, over 24,000 illegal cigarettes was seized (6,000 were later found to be counterfeit), along with mobile phones and business documentation. Sentencing is currently expected to be the 5th of January. The sale of illegal tobacco is a criminal offence which can result in imprisonment and unlimited fines. Anyone wishing to report the selling of illegal tobacco can do so anonymously online to Trading Standards at [www.stop-illegal-tobacco.co.uk](http://www.stop-illegal-tobacco.co.uk) or call the Illegal Tobacco Hotline on 0300 999 6 999. I tell you of this success to bring to the fore not only the illegal side of these actions but also remind everyone that smoking is harmful to health smoking remains one of the UK's biggest causes of premature death. We also know that the availability of cheap, illegal tobacco helps recruit the next generation of smokers and undermines initiatives to help adults quit smoking. **My press release stated** “This illegal activity brings crime into our neighbourhoods. That's why it is so important to clamp down on it. It also has an impact on those legitimate businesses that are trading lawfully, putting them at a commercial disadvantage by criminals peddling their illicit wares.”

#### **Safety Messages:-**

**Chimney Maintenance** - with the colder weather the fire service are being called out to chimney fires. Can I remind people to have their chimneys swept ideally prior to the onset of the winter. I have seen homes completely destroyed from chimney fires.

**Disposal of ash** - Improper ash removal from fireplaces and wood burning stoves cause many fires every year. Hot coals can stay hot for up to four days when they insulated by a pile of ash.

- Store ash and hot coals in a metal container that can be tightly closed with a metal lid. This helps keep air from blowing through and disturbing the ashes which can leave hot coals exposed for re-ignition.
- Wet ashes prior to closing the metal lid.
- Do not store you metal ash container inside the house, on a timber deck, in a garage, in a shed or in any location that may allow heat to transfer from hot coals to nearby flammable items.
- Never empty ashes into:
  - a paper or plastic bag
  - cardboard box
  - or other similar containers

- Never place hot ashes in your wheelie bin.
- Leave the ashes in the container for several days before disposing of them.
- Wood ash, once completely cooled can safely be disposed of in your garden because natural firewood ash makes a great additive that your plants will enjoy. Make sure you remove any mulching material such as dried leaves and other dried plants first, so there is nothing to catch fire in your garden.

**Libraries** and other cultural services in Oxfordshire are set to reopen once the national lockdown ends on December 2. All of the 32 libraries and 3 heritage sites that had opened before the November lockdown will reopen again. There's also further good news in that the 12 libraries that had not reopened since the initial lockdown in March 2020 will be opened during January and February 2021. However, Libraries will close on December 24 at 4pm for the Christmas period but Banbury, Witney, Henley, Abingdon, will also open 29, 30, 31 December .

The Oxfordshire Museum, the Museum Resource Centre in Standlake and History Centre in Cowley will also reopen on December 2. The Oxfordshire Museum will then close during the Christmas period from Monday 21 December 2020 to Wednesday 6 January 2021. The History Service will close to the public Thursday 24 December 2020 12.30 pm and re-open Tuesday 5 January 2021.

**Apprenticeships – Faringdon!** Rugby-loving Emily Rothwell has been taking the next steps in tackling a career in adult social care after securing an apprenticeship with the help of Oxfordshire County Council. Emily, who is 17 and from Faringdon, had always been interested in a career in social care but didn't know where to start until she attended her school's careers fair last year. Now she's urging others who may be thinking about a career in social care to take the plunge. I wish her lots of success in her chosen career!

**Flu Vaccination-** There's still plenty of time to get vaccinated against the flu this winter  
[Read more on the county's website](#)

Carers and frontline health and social care staff are reminded of the importance of ensuring that they get their flu jab at the earliest possible opportunity this winter.

In light of the risk of flu and COVID-19 co-circulating this winter, the national flu immunisation programme will be absolutely essential to protecting vulnerable people and supporting the resilience of the health and care system. "Flu is not the same as getting a cold. It can seriously affect your health and the risks of developing complications are greater for some people. Healthy individuals usually recover within two to seven days, but for some the disease can lead to a stay in hospital, permanent disability or even death.

"With the added risk of COVID-19, it's more important than ever that those who work in health and social care, or those with caring duties get vaccinated."

Those eligible for a free NHS vaccination, should contact their local GP or pharmacy. Some Oxfordshire pharmacies offer a bookable and walk-in service, with costs ranging between £13 to £15 for those not eligible for a free vaccination.

**Parking in Oxford leading up to Christmas** - Oxfordshire County Council and Oxford City Council are providing free parking at Oxford's five park and ride sites from Saturday 5 December until Sunday 27 December, to support businesses and help reduce congestion and by making parking free all week at all five sites, they aim to reduce peak-time congestion on routes into the city and around city centre car parks. The councils are also asking people who plan to use the service to travel outside peak times if possible.

Oxfordshire will be in the high alert level (tier 2) from Wednesday 2 December, when lockdown ends. The government has updated its safe travel advice, including for those walking, cycling, and travelling in vehicles or on public transport. You can read the latest advice [online](#).

Oxford Bus Company, which operates services from the five park and ride sites – Pear Tree, Redbridge, Seacourt, Thornhill and Oxford Parkway – is supporting the initiative by running a '£4.80 per car maximum charge' promotion. This will mean that any more than two adults in the same car will get their bus journey for free. Children will go for free too.

Motorists will be kept up to date with car park closure developments through the @OxonTravel Twitter account, media updates and signage at 11 locations around the city. The TTRO is expected to remain in place until early in the new year.

Anyone with mobility impairments can use the disabled parking bays situated at off-street car parks around the city centre, with additional disabled parking bays in Albion Place, St Ebbes Street and Littlegate Street.

### **New speeding taskforce group aims to save lives**

**Read the story on the Oxfordshire County Council [website](#), or below:**

Residents will be given more of a say on how to stop drivers speeding in their neighbourhoods, thanks to a new organisation set up to tackle the problem in Oxfordshire.

The speeding taskforce group is a joint initiative involving Oxfordshire County Council, Oxfordshire Fire and Rescue Service, Thames Valley Police and the Thames Valley Police & Crime Commissioner. Announced to coincide with Road Safety Week, its aims include educating drivers about the dangers of breaking the speed limit and helping communities to tackle the issue. This may involve more enforcement from Thames Valley Police or the County Council changing the layout of roads or reducing speed limits in areas, but the key point of this group is to bring us together so we can start to have these conversations and focus on the changes needed so we can save lives.”

The speeding taskforce group is made up of C/Cllr Walker, Paul Fermer (Oxfordshire County Council’s Assistant Director of Community Operations), Matt Barber (Deputy Police & Crime Commissioner for the Thames Valley), Superintendent Colin Hudson (Head of Roads Policing Unit for Thames Valley Police) and Andy Ford (Oxfordshire Fire and Rescue Service’s Road Safety Manager).

**The Deputy Police & Crime Commissioner, said:** “Speeding and road safety is a legitimate concern for almost every community in the Thames Valley. By taking a strategic approach, which involves improving “Community Speedwatch”, more targeted, intelligence-led police enforcement and safer road management by councils, we can cut speeding, reassure communities and, ultimately, save lives.”

Initial virtual meetings have been held to identify how the different organisations can share data about key accident and speeding hotspots. The group wants to focus on more awareness campaigns, alerting drivers to the effects and consequences of speeding and giving the issue as much attention as drink-driving or not wearing a seatbelt.

It also aims to support communities that want to help tackle speeding by ensuring they have the support to set up Community Speedwatch groups in their area to monitor motorists who break the limits.

### **Local contact tracing helping to stop the spread of COVID-19 in Oxfordshire**

[Read more on our website](#)

More than 500 residents have been successfully reached and had their contacts identified by Oxfordshire’s local COVID-19 contact tracing system since it was launched in mid-October – making a crucial contribution to #StopTheSpread across the county. “The 500 local residents that have been reached may not otherwise have been contacted and, without the local contact tracing team, they and their contacts may have gone on to spread the virus during October and November. The scheme is a partnership between the six Oxfordshire councils, Public Health England, NHS Test and Trace and Oxford’s two universities. The NHS Test and Trace national system initially tries to contact all cases in the county but where they are unable to reach someone within 24 hours, the case passes to Oxfordshire’s local contact tracing team. The local Oxfordshire County Council call handlers first try to reach a case by phone. But where they are unable to get through, trained staff from the city and district councils visit cases at home to speak with cases and deliver letters explaining why the council is trying to get in touch and asking people to contact the call centre. Once contacted they are advised to isolate, talked through how to access local support when isolating and asked about details of their close contacts so these can then be followed up by the national NHS Test and Trace team and the service has been running seven days a week, with calls coming from the council using a local (01865) phone

number. Text messages and emails are also sent to people with mobile phones and email addresses telling them to expect a call.

Adam added: "The extra layer of protection that the contact tracing system has provided has been valuable and it will continue to be an extra tool in the fight against the virus as we enter winter. We are very pleased with how it has been operating since its launch.

"If you are contacted, it will be a locally based person on the other end of the phone. They will talk to you about what you need to do to protect your friends and family whilst isolating and about what support is available nearby.

"The overall aim is simple – to limit the transmission of COVID-19. By isolating when you have symptoms, getting a test and picking up the phone when we call, we will give ourselves an even better chance to #stopthespread.

"Oxfordshire will be moving into tier 2 local restrictions on Wednesday when national lockdown is lifted. Our aim is to reduce case numbers still further so that we can be moved down to tier 1 as soon as possible."

The government decides which areas of the country are allowed to launch local test and trace systems based on various criteria including the number of local cases being reported. Oxfordshire was given approval to launch its local system on 13 October and was one of the first in the south-east to go live.

Since the Covid Pandemic started, I have not held a surgery but I can be reached via [Judith.heathcoat@oxfordshire.gov.uk](mailto:Judith.heathcoat@oxfordshire.gov.uk) or on 01367 241468. I am happy to meet people as long as the meeting is Covid compliant.

Can I wish you and your families a very Happy Christmas and New Year. This year has been very challenging and I should like to thank everyone, Parish Councillors, Town Councillors District Councillors, Clerks and members of our communities who have ensured that everyone is supported as best as possible. Thank you.

Judy

Judith Heathcoat, C/Cllr Faringdon Division  
Deputy Leader of Oxfordshire County Council and Cabinet Member for Community Safety & Regulatory Services

1 December 2020