

FARINGDON TOWN COUNCIL

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

Telephone 01367 240281

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 13th January 2021 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

AGENDA

1. Roll call

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

2. Apologies for Absence

3. Minutes of last meeting – Wednesday 9th December 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. Reports from Outside Bodies

To receive and consider reports to include:

- a) Thames Valley Police (to follow)

7. County Councillor's Report

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

8. District Councillors' Report

To receive a report from District Cllrs. Bethia Thomas and David Grant (attached)

9. Chairman's Activity Report

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

10. Reports from Committees

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

- a) Facilities Committee: 16th December 2020 (attached)
- b) Finance and Audit Committee: 17th December 2020 (attached)
- c) Planning & Highways Committee: 23rd December 2020 (to follow)

11. Clerk's Report & Schedule of Payments

- a) To receive and consider Clerk's activity report (to follow)
- b) To receive and consider the schedule of payments up to and including January 13th (to follow)

12. Precept 2020/21

- a) To receive and consider the draft budget and precept request for 21/22 as recommended by the Finance and Audit Committee held 17th December 2020
- b) To agree a budget for 2021/22 (attached)
- c) To set the precept request for 2021/22 (attached)

13. To appoint members to fill a vacancy on the following Town Council committees

(current membership attached)

- a) *Finance and Audit*
- b) *Facilities*

14. Calendar of Meetings

To consider a draft calendar of meetings from 1st March 2021 to 30th April 2022 (attached)

15. Licence Application

To consider an application for a new premises licence for 18 Market Place, Faringdon

16. Covid Update

To receive an update (to follow)

17. Items for Information Only (to follow)

18. Correspondence

To receive, for information only, a list of correspondence circulated by email from 3rd December 2020 up to and including 8th January 2021 (to follow)

19. Agenda Items for the next meeting

To suggest items for the agenda of the meeting to be held on 10th February 2021


Town Clerk
7th January 2021

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Minutes of a Full Council meeting held on Wednesday 9th December 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.

1/12/20 Apologies for Absence

Cllr. Burns, Cllr. Finn, Cllr. Swallow, Cllr. Thomas and D/Cllr. Grant

2/12/20 Roll Call

Present:

Cllrs. Mike Wise (Mayor)
Kiera Bentley
Jane Boulton
Peter Castle
James Famakin
Steve Leniec
Lucy Martin
Kimberly Morgan
Stephen Smith

In Attendance

2 members of the public
C/Cllr Judith Heathcoat (Left at item 9)
Sally Thurston, Town Clerk
Marzia Sellitti, Deputy Town Clerk
Jo King, Town Clerk's Assistant

3/12/20 Minutes of last meeting

It was PROPOSED that the minutes of the meeting held on Wednesday 11th November 2020 be SIGNED as a correct record. This was SECONDED and RESOLVED.

4/12/20 Declarations of Interest & requests for dispensations

None

5/12/20 Public Speaking and Question Time

A member of the public spoke enquiring about the S106 contributions from the housing developments approved in Faringdon and how the money will be spent. It was requested to publish a statement of S106 and CIL contributions available from developers and for the FTC to establish a 106/CIL group so that councillors and town people can work on project plans together to ensure money is spent in the best way.

6/12/20 Solar Streets Scheme

Andy Tunstall, director of the Green energy Group and representative for IDDEA presented the Solar street scheme project that could be potentially be adopted in Faringdon from

residents and businesses. IDDEA offers to councils who have declared a climate emergency and want to reduce the carbon footprint of their area a bulk purchase. The bulk deal is offered to residents to promote this deal as a community project. IDDEA currently offers a price of £4,000 for a 4kWp/14 panel system.

It was NOTED that FTC members will investigate this further and the Deputy Clerk will continue to liaise with Andy Tunstall to ask any further questions. It was further NOTED that the Deputy Town Clerk will conduct “due diligence” research and contact other towns that implemented the same scheme to gather their feedback.

7/12/20 Reports from Outside Bodies

Members NOTED the following:

- The Faringdon Police Neighbourhood Team is on rest day's and due to IT maintenance unable to send the council the crime figures.
- Traffic Advisory Committee minutes
- Twinning Association It was NOTED that all events are on hold due to COVID-19
- Oxfordshire Neighbourhood Plans Alliance minutes

8/12/20 County Councillor's Report

Members NOTED a report from C/Cllr. Heathcoat.

Cllr. Heathcoat offered support in liaising with Thame Town Council and Henley Town Council regarding the Solar Street Scheme.

9/12/20 District Councillors' Report

Members NOTED that a district report will follow and be distributed by email.

10/12/2 Chair's Activity Report

The Chair's activity report was NOTED.

11/12/20 Reports from Committees

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

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

12/12/20 Clerk's Report & Schedule of Payments

- a) Cllr. Wise PROPOSED that the schedule of payments, up to and including 9th December 2020 (appendix. a), be APPROVED. This was SECONDED by Cllr. Bentley and RESOLVED.
- b) Members NOTED the Clerk's activity report.

13/12/20 Faringdon Neighbourhood Plan

Members received a request from Cllr. Boulton to review the current Neighbourhood Plan. It was NOTED that members felt at the present time there is not enough evidence of the need to review the current plan.

It was PROPOSED to that the Planning & Highways committee need to carry out a cost and benefit analysis and produce a costed proposal, taking in consideration the required staff time, to enable Full Council to make an informed decision. This was SECONDED and RESOLVED.

14/12/20 Street Naming Policy

Members received a request from Cllr. Swallow to revise and create a street name policy. After lengthy discussion, it was PROPOSED to continue to name streets honouring war memorial names but in exceptional circumstance to consider other names. It was further PROPOSED that a formal policy be brought to council for consideration. This was SECONDED and RESOLVED.

It was NOTED that the Town Clerk will circulate the 8 names needed for next set of street naming in the South of Highworth Rd development.

15/12/20 Christmas Lunch for Vulnerable Residents

Members NOTED that a community initiative has started in Faringdon where people cook for their neighbours.

16/12/20 Items for Information Only

- a) Members NOTED that a floor damage caused by humidity and the age of the building in the Corn Exchange has been fixed.
- b) Members congratulated the Town Clerk for achieving a First-Class BA honours degree in Community Governance.
- c) Members NOTED that a complaint received by a resident regarding trees being removed in Park Road was passed to the Planning Officer.

17/12/20 Correspondence

Members NOTED correspondence received until the 9th of December.

The meeting closed at 21:10 pm

Appendix a. CLERK'S REPORT		Dec-20
Salaries	Salaries	£ 12,858.83
HMRC	Tax and NI	£ 3,191.75
OCC Pension CONTS	Pension Contributions	£ 4,308.42
Payments made early due to urgency		
Royal Mail	Stamps for resale	£ 760.30
The Advertiser Magazine	5 months newsletter	£ 1,500.00
Bacs payments to pay		
Farindgon 2nd Brownies	Youth grant	£ 1,328.00
Farindgon Junior School	Youth grant	£ 2,000.00
YoCo	Youth grant	£ 2,000.00
VWHDC	Annual premise licence	£ 180.00
Brown Hare Farming Ltd	Xmas Trees	£ 190.40
Rialtas	Annual accounts software	£ 382.80
Lease plan	Van Lease	£ 169.48
Biffa	Radiator Covers	£ 344.45
AIS	Copier costs	£ 6.75
Jackson	Lift servicing	£ 322.80

Tuckers Recreation Ground Trust	Tuckers Park Judo rent	£ 10.00
Red Sky Creative	Calendars	£ 270.00
TVE	Strimmer repair	£ 36.00
Digipress	Walk signs	£ 122.40
SLCC	ILCA 2 staff	£ 237.60
ANLX	Web costs	£ 22.80
Pyrotec	Fire safety	£ 103.56
Direct Debits		
Coop Bank	Credit Card repay	£ 492.51
VWHDC	PH Rates	£ 462.00
VWHDC	CEX Rates	£ 773.00
British Gas	OTH Elec	£ 26.95
British Gas	OTH Elec	£ 28.51
British Gas	CEX Gas	£ 151.12
British Gas	PH Electric	£ 80.91
British Gas	PHP Elec for reimbursement	£ 46.29
British Gas	CEX Elec	£ 83.96
British Gas	PH capped meter	£ 21.01
British Gas	PH Gas	£ 316.47
British Gas	PH Gas	£ 12.57
Barclaycard	Merchant fees	£ 32.02
Castle Water	OTH	£ 77.31
Castle Water	Tuckers Park	£ 58.18
Mainstream	Telephone broadband	£ 184.95
PWLB	Loan repayment	£ 4,614.63
O2	Mobiles	£ 52.93
Screwfix	Maintenance items	£ 30.96
Fuel Card Services	Fuel	£ 76.96
Total Town Council Invoices		£ 37,969.58

Appendix a. CLERK'S REPORT	Nov-20	
Salaries	Salaries	£ 12,947.30
HMRC	Tax and NI	£ 3,122.15
OCC Pension CONTS	Pension Contributions	£ 4,313.77
Bacs payments to pay		
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
Uffington Potters	Agency	£ 204.75
Peter Wheeler	Agency	£ 40.50
MRD Digital Print	Printing Xmas Card	£ 55.00
Jacksons	Lift service	£ 322.80
Direct Debits		
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
Total Town Council Invoices		£ 29,296.08

REPORT TO FARINGDON DIVISION (Buckland with Gainfield, Buscot, Coleshill, Eaton Hastings, Faringdon, Gt Coxwell, Littleworth with Thrupp and Wadley and Little Coxwell) December 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.

Safety Messages – as Cabinet Member for Community Safety:

Scammers target residents with promise of coronavirus vaccine - Residents are urged to be on their guard against scammers using the promise of a coronavirus vaccine to con them out of money. Criminals across the country are contacting people out of the blue with offers of a coronavirus vaccination. These approaches have been made by text or from a recorded voice message on the telephone. In each case the recipient is required to respond by clicking a link in the text message or by pressing 1 when receiving the call. They are then asked to give personal information, as well as financial details to book their vaccination. However, these are scams, with criminals exploiting the pandemic to attempt to steal personal details and people's money. The NHS is currently offering the COVID-19 vaccine free of charge to people most at risk from coronavirus. These people will be contacted by the NHS.

Warning signs to watch out for include:

- Scammers who try to get you to pay them money for ‘early access’ to the vaccine.
- Scammers who ask for private information such as bank account details or your NHS number.
- Scammers knocking on your door claiming they can get you early access to the COVID-19 vaccine.
- Vaccine-themed phishing campaigns from suspicious email addresses with hyperlinks that contain misspelled domain names.
- Highly emotive language designed to manipulate you; do not supply login credentials or personal information in response to an email.

People are urged to:

- Monitor key financial accounts regularly.
- Keep software and apps updated.
- If you get a suspicious text asking you to click on a link this could be a scam. Do not click on the link.
- If you receive a recorded voice message on your phone and are asked to press a number, this could be a scam. Do not press any buttons and do not call the number back.
- Report all scams to us via Citizens Advice Consumer Service on 0808 223 1133.

There has been a surge worldwide of vaccine-related ‘phishing’ email scams, and this is expected to increase in these in the coming days. Previous phishing emails have contained malicious files that installed malware, or links to bogus websites to obtain the victim's information. Scams cost the UK economy £5-£10 billion a year and there is a scam out there for everybody. Before clicking on a link or providing your personal details, stop and ‘take five’. Never be afraid to delete the text, put the phone down or close the door. To find out more about how scams work, the harm they cause and how you can help to protect people in your community, consider becoming a Friend Against Scams at www.friendsagainstscams.org.uk For more details on the ‘Take 5’ campaign, go to <https://takefive-stopfraud.org.uk/>

Coronavirus vaccine process

- The NHS is asking people to be patient and not to contact their GP. We would like to ask for your help in promoting the following messages to your constituents:

- Please do not contact your GP or another NHS service to seek a vaccine – GP practices are still open for providing care to patients and their phones could become swamped, please wait until the NHS contacts you
- When the NHS does contact you, please be ready and attend your booked appointments
- Please continue to follow all the public health guidance to control the spread of the virus, protect the NHS and save lives.
- **Further information is available** about the vaccine on the www.nhs.uk website.

Safety advice issued by Oxfordshire Fire and Rescue Service

Residents have been warned about the dangers of drink/drugs driving, and the risks of house fires in a safety campaign from Oxfordshire County Council Fire and Rescue Service. Many road crashes happen because drivers lose control, particularly on bends or in wet or icy conditions. The safety advice is to drive for the road conditions and give time to react by reducing speed. The difference of a few miles per hour could mean the difference between life and death. Drinking alcohol, or taking drugs, and driving puts all road users in danger. The only safe option is not to drink alcohol. There are always safe alternatives such as taking a taxi, bus or train; designating a 'dry' driver, walking home or deciding to stay overnight.

Councillor Judith Heathcoat, Oxfordshire County Council's Cabinet Member for Community Safety, said: "If you cause a collision, it can result in life-changing injuries to you, and to anyone else involved. You will also carry the terrible guilt, and for what? For the sake of a lunchtime drink, a phone-call, or saving a bit of time? It really isn't worth the risk."

For further information about driving safely is available at: www.365alive.co.uk/fatalfour

Sale of knives to "under-aged youth" - A regional chain of DIY stores whose Abingdon branch sold a knife to a 16 year old in January 2020 has pleaded guilty following a prosecution brought by Oxfordshire County Council's Trading Standards Service. Selling a knife to a person under the age of 18 is an offence under S141A of the Criminal Justice Act 1988. Sydenhams Limited pleaded guilty to a single offence under this Act at Oxford Magistrates' Court on Friday 18 December 2020. The court heard that on 21 January 2020, trading standards made a test purchase of a Stanley knife from the Sydenhams store in Abingdon with the assistance of a 16 year old volunteer. The company was fined £15,000 reduced to £10,000 to take account of their early guilty plea and ordered to pay the Council's full costs of £1,400 and a £1,000 victim surcharge. The magistrates commented that at the time the sale was made not enough due diligence was exhibited by Sydenhams. **Councillor Judith Heathcoat, Oxfordshire County Council's Cabinet Member for Community Safety, said:** "No matter the size of your business, anyone who sells age restricted products must ensure their staff are adequately trained and prepared to request a valid form of identification, when appropriate."

Anyone with information about the illegal sale of knives, alcohol or cigarettes to people under 18 should contact Oxfordshire County Council's Trading Standards Service through the Citizens Advice Consumer Service on **0808 223 1133** or by email: Trading.Standards@Oxfordshire.gov.uk

Gift someone in need this Christmas and New Year by handing back unwanted social and healthcare equipment

Residents who receive care and support are being reminded to ensure that they hand back any equipment loaned to them to allow others to benefit from them.

Oxfordshire County Council, alongside Oxford Health, Oxford University Hospitals have been leading the Hand it Back campaign, which is now urging residents to hand back their unused equipment for recycling. Worldwide manufacturing of items such as bed rails, pendent alarm equipment/ sensors (telecare) and mattresses has slowed down because of the COVID-19 epidemic, meaning new ones may be harder to come by and recycling even more crucial.

The pieces of unused equipment being sought are:

- chairs, beds, bed rails and mattresses
- wheeled commodes
- any electrical items
- walking and toilet frames
- pendent alarm equipment/sensors (Telecare)
- slings.

Anybody wanting to give back equipment can arrange a collection by calling NRS Healthcare on 01869 225420 or by sending their details enquiries@oxfordshire.nrs-uk.net

Covid-19 Winter Grant Scheme - Families and individuals struggling with finances or needing help because of COVID-19 this winter can now access support provided by Oxfordshire County Council, Oxford City Council, district councils and voluntary and community organisations. Oxfordshire councils have received £1.37 million from the government's new COVID-19 Winter Grant Scheme

to run local support schemes for those in greatest need. We are working closely together to identify residents requiring urgent assistance within the rules of the scheme and the most effective ways of delivering support. This includes working with local Citizens Advice services to continue and expand support already put in place during the autumn.

For anyone needing support this winter, Good Food Oxford's food map provides practical information to help find and access information about services such as foodbanks, community kitchens and food surplus cafes. It covers the whole of Oxfordshire and the city and each of the district councils also have information on their websites about additional local support services:

Covid up date - Oxfordshire to remain in tier 4 - Oxfordshire will remain in tier 4 for the next two weeks. The next tier review is expected to take place on 13 January.

The latest data shows that the virus is continuing to spread rapidly in the county. The weekly rate currently stands at 338.2 per 100,000. The rise is particularly concerning among the over 60s, where cases are continuing to rise in all parts of the county. Hospital admissions are increasing rapidly as a result. The announcement that the Oxford-AstraZeneca coronavirus vaccine has been approved for use in the UK is very welcome news and represents another important milestone in the fight against the pandemic. However, with coronavirus cases continuing to rise across the county, our NHS and the social care services under extreme pressure and so, we cannot afford to let our guard drop. Tier 4 is the highest of the national four-tier alert levels and it represents a clear warning that we must all be extra vigilant, follow the rules, and take every precaution.

The county will continue working with our NHS and local authority colleagues to remind residents about the importance of sticking to the tier 4 restrictions and continuing to follow public health guidance about washing hands regularly, wearing a face covering and maintaining social distancing. I should be grateful for your support in promoting these messages to your friends and neighbours and urge them to continue to follow prevention measures.

A reminder of tier 4 restrictions:

- **Stay at home**, except for permitted reasons. This includes shopping for food and other essentials, exercise, education, childcare, collecting prescriptions, medical appointments, essential work, and attending a place of worship.
- Everyone who can **work** effectively **from home** should do so.
- **You cannot meet other people socially indoors or in a private garden**, unless you live with them or they are part of your support bubble.
- **You can exercise (unlimited) or meet in a public outdoor place** with people you live with, your support bubble (or as part of a childcare bubble), or with **one** other person at a safe social distance.
- **Don't travel to other areas** – it is not permitted (other than for legally permitted reasons) to help slow the spread of COVID-19.
- Shops selling non-essential goods and market stalls not selling food must close.
- **Cafes, restaurants, bars and pubs remain closed** but can serve takeaways, click and collect and delivery orders.
- **Personal care, hair and beauty salons must close**, as should tattoo, massage and spa venues.
- **Entertainment venues, indoor attractions and leisure facilities must close.**
- **Clinically extremely vulnerable people** are advised to stay at home as much as possible, except to go outdoors for exercise or to attend health appointments. If they cannot work from home, they are advised not to go to work and claim any support where eligible.

A comprehensive set of FAQs is available at www.oxfordshire.gov.uk/stopthespread.

Oxfordshire wins £3 million grant to help prevent sewers flooding

Householders and businesses could see the risk of flooding reduced, after Oxfordshire was awarded £3 million to prevent excess surface water from entering the sewer system.

Oxfordshire County Council, as lead Local Flood Authority, led a successful bid with Cherwell and Vale of White Horse District Councils for the funding from Thames Water. The two districts will each receive £1.5m towards projects to tackle the problem over the next five years and the funding will enable the councils to explore schemes to tackle the safe disposal of rainwater, which can overwhelm the sewer system and lead to flooding in homes, businesses, and the environment. Sustainable drainage solutions, such as raingardens and using green spaces to temporarily store rainwater after heavy rainfall, mimic nature by absorbing rain into the ground or slowing its journey to drains and sewers. As well as reducing flood risk, this approach also provides wider benefits, such as improving the local environment, reducing air pollution and helping biodiversity.

I should like to finish my monthly report by thanking everyone for all their hard work during 2020 supporting those in our communities and to thank especially the shopkeepers and delivery people who have ensured that we have fresh foods to buy and eat. The house to house deliveries, the postman, milk delivery people and many more all of whom take risks on our behalf on a daily basis mixing with people who just might be infected with Covid. The NHS and health workers all get thanked on a regular basis but the local people ensuring a “business as usual” attitude do frequently get missed! Thank you! Here’s wishing you all a very Happy New Year!

Judy

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

Judith.Heathcoat@oxfordshire.gov.uk
01367 241468

1 January 2021

District Council Report for Faringdon Town Council

Bethia Thomas and David Grant

11 Dec 2020

In this time of uncertainty, it is wonderful to be able to look forward to Christmas, and even as we come out of lockdown and into tier two restrictions, I think we can all share a little joy and hope going forward with the first vaccinations being administered in Oxford and plans for more local vaccinations, closer to Faringdon in the pipeline.

As always, the district council is focussing its resources on the community response in partnership with community groups and other local councils and while this may be slightly different after lockdown, we want to stress that the Community Hub is still in place to manage the needs of our most vulnerable residents. If you are contacted by anyone who needs support please direct them in the hub's direction on 01235 422600 or email communitysupport@southandvale.gov.uk.

As a council, we are looking to consolidate the great spirit of community action that we have seen throughout the pandemic. With groups like Faringdon Viral Kindness working to assist elderly and vulnerable residents during lockdown, we have identified a need for practical support in our community and are working towards creating a legacy programme that may continued support for years to come.

The South and Vale Business Support Team administered the grants available to our local businesses during lockdown and we did as much as possible to promote the schemes, and are happy to say that many of the market traders and small businesses that had yet been able to benefit from government grants applied this time around. There's lots of information for businesses at www.svbs.co.uk and this page will be continuously updated.

We are also encouraging community groups to apply for our personal councillor COVID grants. These grants are to be used for emergency measures directly relating to COVID, and can be used for food provision, as well as variety of other causes, by community groups or other organisations. Please let us know if you have any questions about

District Update

- **Brexit transition** - we're working with our county partners to help promote the government's transition checklist for local businesses, residents and EU citizens. The checklist generates a personalised list of actions that people need to take to prepare for Brexit. For businesses this provides guidance on how they will be able to import and export goods from the EU and travel for business. For our residents, the guidance provides them with information on what they'll need to do if they plan to travel to the EU for a holiday, and for EU citizens wanting to stay in the UK, there's details on how they can apply to the EU Settlement scheme.
- **Civil Parking Enforcement** – as you all know the Vale supports the introduction of CPE in the district and a recommendation has just been passed though cabinet and full council with full agreement. We are pleased to say that both Cherwell and South Oxfordshire District Councils have also passed it, preparing the way for CPE to come into force next November.
- **Funding for Councils** – The government has again delayed its fair funding review leaving another year of uncertainty and uncertain budget setting as we try to cope with the financial impact of COVID A small positive is that New Homes Bonus will continue for one more year – although without legacy payments. We will continue raising the uncertainty of local government funding at every opportunity and echo the LGA's calls for increased funding for councils so we can plan for our community's future.

Local Issues to Faringdon

- Faringdon Leisure Centre has reopened after lockdown and is operating under restricted guidelines as before. We are delighted to announce that the second phase of wet-side refurbishment has taken place and the sauna and steam room have been fully renovated.
- We are aware of certain issues relating to Folly Park and are investigating these. There have been further additions to the cycle park and repairs to the car park wall. We are also investigating the best approach to take with the development of a mountain bike trail started by local enthusiasts and welcome the thoughts of the town council on this.
- Repairs to the lighting in Southampton Street Car Park have been completed and new energy saving LEDs have been installed which should also mean fewer maintenance issues. The refurbishment of the mural on the underpass on Ferndale Rd has been postponed until the new year when we have a clearer idea about the scope of the project.
- Sadly, the old gateway stones from outside Stickley Court are lost, but we have confirmed that the condition to rebuild them is still enforceable. As this an opportunity for something different we recommend that the town council liaise with the developers and Oxfordshire County Council (as the highways authority) to decide whether all parties would prefer to replace them with a replica or an alternative welcome in a new location that suits all parties.
- We are aware of significant mud deposits on the road outside the development works on Park Road and Highworth Road We have been working with developers to improve this and have been assured that the area will be swept every afternoon when work finishes on site.

Major Planning Developments

- Development South of Highworth Road (P20/V0658/RM):
A discharge of conditions application has been submitted to provide details of the play area around the hill which are currently under review. Please see [P20/V3058/DIS](#) for more details.
- Development at Roger's Concrete (P20/V0855/O):
Amended plans have been supplied for this site including a viability assessment which claims the developer should not be liable to provide affordable housing.

We continue to be concerned about the loss of employment land and have asked that the application is called into the committee if the officers are minded to accept it.
- Development South of Park Road
Work on this development is continuing at pace. We understand that local residents have raised concerns about the works sticking to the plans and where we are aware of these our officers are able to investigate. If you are aware of any such concerns, please advise residents to report the matter to [planning enforcement](#) or to get in touch with us directly.

Councillor Surgeries

We are still suspending face to face councillor surgeries for the time being but are, of course, happy to take phone calls and emails from residents and town councillors at any time.

We hope this report finds you safe and well and are wishing you all the best for Christmas and the New Year! Roll on 2021 – please be good to us!

Bethia Thomas, Bethia.Thomas@whitehorsedc.gov.uk

David Grant, David.grant@whitehorsedc.gov.uk

FARINGDON TOWN COUNCIL

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www.faringdowntowncouncil.gov.uk
Clerk: Sally Thurston



Minutes of a Town Council meeting held on Wednesday 16th December 2020 at 7.15pm, via video conferencing.

Cllr. Bentley welcomed everyone to the Facilities virtual meeting. This meeting was carried via Microsoft Teams Video Conferencing.

1/3/20 Apologies for Absence

Cllr.Finn and Cllr.Swallow

2/3/20 Roll call

Councillors present:

Kiera Bentley (Chair)
Steve Leniec
Mike Wise

In attendance:

Cllr. David Brown
Sally Thurston: Town Clerk
Marzia Sellitti: Deputy Town Clerk
Jo King: Clerks Assistant

3/3/20 Minutes of last meeting

Minutes of the meeting held on on Wednesday 16th September 2020 were AGREED and SIGNED as a correct record.

4/3/20 Declarations of Interest

None.

5/3/20 Public Question Time

None.

6/3/20 Christmas Lights

- a) It was NOTED that there is now a full Christmas light display, running without issues.
- b) Members discussed and agreed to set up a working party to look at improving the light display for next year.

7/3/20 Precept 2021/22

- a) Members NOTED the following 2020/21 financial reports:

- 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

It was PROPOSED that the DRAFT budget provided be put forward. This gave an expenditure budget of £18,786. This was SECONDED and RESOLVED.

ii. The Pump House

It was PROPOSED that the DRAFT budget provided be put forward. This gave an expenditure budget of £11,941. This was SECONDED and RESOLVED.

iii. Recreation and Open Spaces

It was PROPOSED that the DRAFT budget provided be put forward. This gave an expenditure budget of £17,863. This was SECONDED and RESOLVED.

c) It was PROPOSED to approve the following capital expenditure projects for 2021/22

- Corn Exchange: None
- Pump House: Tables for Council meetings up to £3,600
- Recreation and Open Spaces: Mower for Churchyard up to £6000.

This was SECONDED and RESOLVED.

8/3/20 Facilities Reports

Members NOTED updates and reports including decisions taken under delegated authority for the following.

a) No update on Elms tennis courts [Nothing to report on Elms tennis courts](#)

b) Tuckers Play area and e) Oakwood Park;

Locking of both parks now ceased at ~~night. Both~~ [night. Both](#) are still sprayed with disinfectant weekly.

Oakwood park bench area has been dug and prepared ready to sow wildflower seeds.

c) All Saints Church Yard [No issues reported](#)

d) Town Park

Flowerbed has been dug in ~~preparation~~ [preparation](#) for wildflower seeds and tree survey works permission received

e) See above [a\)](#)

f) Tidy Team

~~Has~~ [ave](#) been busy clearing, sweeping and cutting pavements at several locations within Faringdon.

g) Wilderness

The sides have been recut and [we](#) are in the process of clearing dead wood and rubbish from The Hobble side hedge ready to plant native hedging whips donated by the Woodland Trust.

h) Corn Exchange

Problems with the Hall floor boards rising during lockdown. Flooring contractor attended and re-laid the boards, advised that damp was the cause and the need to keep some background heat going.

There are several issues with the roof, with leaks at both ends. Specialist roofing contractor scheduled for next week to inspect.

Awaiting quotes on works from builders on the maintenance plan and condition survey. These will be available at the next meeting

i) Pump House

Town Information Centre has reopened with limited access due to Health and Safety restrictions. Jubilee room continues to serve as food bank.

j) Bus stops

Bus stops had been cleaned, still awaiting further news from OCC about new Marlborough Street bus shelter.

k) Salt Bins.

Discussion that there may be a need to think about a larger budget for this with the introduction of the snow warden scheme, but currently all bins are full.

9/3/20 Corn Exchange

a) Members NOTED that the Geology Trust has relocated to the front of the building. Members PROPOSED to give permission to use this room as a dedicated clothes library for The Place. It was NOTED that ~~a~~ [The](#) Place had received a ~~grant of~~ [grant of](#) £1,200 for racking and will run the clothes library.

- b) It was PROPOSED to replace carpet in the room as per quote of £501, from the Corn Exchange maintenance budget. This was SECONDED and RESOLVED.
- c) Corn Exchange Floor - See item 8h

10/3/20 Small Park on Park Rd

Members received an update on use of the VWHDC owned park. This item will be deferred to the next meeting [in the absence of Cllr Thomas who proposed the item more information to be collected as to requirements-](#)

11/3/20 Sculptured Recycle Bin

Members NOTED that artist designs will be available at next meeting.

12/3/20 Open Space for Dog Owners

Members considered possibilities for providing a fenced dog walking area located in Faringdon. Members agreed to investigate further.

13/3/20 Faringdon Free Foods

- a) Members prior to meeting were given list of free food sites in Faringdon.
- b) Members AGREED to investigate providing a free foods map.

14/3/20 Town Centre Improvements

Members were informed that costs are outstanding for arts installation and bollards, project, these will be available at the next meeting.

Members were updated with information from recent FATAC meeting, It was NOTED that the resurfacing of Park Road is scheduled for the next financial year.

It was further NOTED that C/Cllr. Heathcoat has written to the Cabinet members enquiring about the works needed in Market Square.

15/3/20 Town Park

It was NOTED that OCC would like a proposal and costs before discussing lease/rent terms.

Members PROPOSED to submit estimated costs [of approximately £70,000](#) for improvements and the installation of an outdoor performance and reflection area. This was SECONDED and RESOLVED.

16/3/20 Items for Information Only

Members NOTED:

Update on the Portway Underpass – will be cleaned by OCC. Project to be revisited [by District Council](#) next year to assess need and community opinion

Lights replaced with LED in Southampton Street carpark

Commercial bins are still an issue in Southampton Street carpark, ownership of the land has been investigated [but no satisfactory conclusion reached. On-going investigation required-](#)

Pump House Project lease expires May 2021.

17/3/20 Agenda Items for next meeting

- Pump House Project
- Commercial bins are still an issue in Southampton Street carpark, ownership of the land has been investigated
- Update on Small park in Park Rd
- [Faringdon Free Food map in Faringdon](#)
- [Town Park ideas and estimated costing proposals](#)
- [Receive estimates for The Corn Exchange roof works](#)

Meeting ended at 20:23

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 meeting of the Finance and Audit Committee held on Wednesday 21st October 2020 at 7.15pm in the Jubilee Room, the Pump House, Faringdon.

Cllr. Leniec welcomed everyone to the meeting held via Microsoft Teams Video Conferencing.

1/5/20 Apologies for Absence

Cllr. Wise and Cllr. Bentley may arrive late.

2/5/20 Cllrs present:

Steve Leniec (Chairman)
Angela Finn
Kiera Bentley (joined at item 7a)
Jane Boulton
Peter Castle
James Famakin
Stephen Smith
Bethia Thomas
Mike Wise (joined at item 7a)

In attendance:

Sally Thurston (Town Clerk)
Marzia Sellitti (Deputy Town Clerk)
Joanne King (Clerk's Assistant)

3/5/20 Minutes of last meeting

The minutes of the meeting held on Wednesday 29th July 2020 were signed as correct record.

4/5/20 Declarations of Interest & requests for dispensations

None

5/5/20 Public Speaking and Question Time

None

6/5/20 Items for Information Only

- a) Members NOTED a notification of CIL payment from the Retail Park of £15,256.01 to be received at the end of October 2020.
- b) Members NOTED the Public Sector Deposit Fund factsheet aimed at local authorities and public sector investors seeking a high level of capital security.
- c) Members NOTED current estimates of the impact of COVID-19 on the council's finances.

7/5/20 Precept 2021.22

- a) Office & Establishment
 - i. Members NOTED a current financial report.
 - ii. Members considered the draft revenue & grants budget. It was PROPOSED that a DRAFT revenue budget of £342,859 and a GRANT budget of £20,600 be put forward. This was SECONDED and RESOLVED.

- iii. Members received and NOTED a cost for tablets purchases for the councillors to use. The Clerk was asked to investigate further quotes. It was PROPOSED to bring forward capital expenditure of £5,170, at this stage, for new devices. This was SECONDED and RESOLVED.

b) Faringdon Information Centre:

- i. Members NOTED a current financial report
- ii. Members considered the DRAFT revenue budget. It was PROPOSED that a DRAFT revenue budget of £250 be put forward. This was SECONDED and RESOLVED.
- iii. Members NOTED that no items for capital expenditure were put forward.

c) Direct Council Expenditure

- i. Members NOTED a current financial report
- ii. Members considered a DRAFT revenue budget. Members considered that the Mayor's allowance due to Covid-19 was unspent from the 2020 budget. It was suggested that the surplus from the mayor's allowances should be donated to charities at the end of the financial year. This would be discussed further at a future meeting. It was PROPOSED that a DRAFT budget of £ £15,793.45 be put forward. This was SECONDED and RESOLVED.
- iii. No items for capital expenditures were put forward.

d) Committee Budgets

- i. Facilities Committee
The following DRAFT revenue budget were NOTED:
Corn Exchange = £ 7,786
Pump House= £ 7,941
Recreation and Open Spaces=£ 17,363
Members noted a recommendation to review the figures above, removing the income from the halls at the next Facilities committee meeting
- ii. Community and Partnerships Committee
A DRAFT revenue budget of £ 16,085 was NOTED
Members noted a recommendation to review the figures above, removing the income from the cinema at the next Community & Partnership committee meeting

e) Precept Request

It was PROPOSED that a total DRAFT precept request of £447,937 be presented at the next committee meeting. This was SECONDED and RESOLVED. It was NOTED that we are waiting for the District Council to confirm the valuation of the council tax Band D for the year 2021/22.

8/5/20 Information Centre

- a) Members NOTED a report from Information Centre Manager. Members thanked the staff for the excellent work done to reopen the Information centre.
- b) Members NOTED Cards for good cause agreement. Member NOTED an additional 20% bonus fee for any Sales over £ 5,890.33

9/5/20 Grant Sub committee

Members NOTED minutes of the Grant Sub-Committee meeting held on Monday 12th October. A review of the grant policy to include membership of a sector body for recipients would be discussed at the next meeting.

10/5/20 Staff Sub Committee

- a) Members received and NOTED minutes of the Staff Sub-Committee Meeting, including decisions taken under delegated authority, held on Monday 12th October.
It was PROPOSED to change the Town Clerks job description considering the additional supervisory role over The Place. This was SECONDED and RESOLVED.
It was NOTED that the Town Clerk's appraisal will be conducted by the Chair and Vice chair.
It was further PROPOSED for the staff to be awarded an extra day of leave in this holiday year (pro rata for part time staff). This was SECONDED and RESOLVED.
- b) It was PROPOSED to appoint Cllr. Finn as member to sit on the Staff sub-committee. This was SECONDED and RESOLVED.

11/5/20 Audit and Internal Controls

- a) Members NOTED an external audit report 2019/20
b) It was AGREED that the internal audit for 2019/20 was effective.
c) It was PROPOSED to appoint current internal auditor for 2020/21. This was SECONDED and RESOLVED.

12/5/20 Christmas Hours

It was PROPOSED that the Christmas closure schedule for the Town Council and Information Centre be as follows: Close at 12:30 pm Wednesday 23rd December 2020 and re open 9am Monday 4th January 2021. This was SECONDED and RESOLVED.

13/5/20 Old Town Hall

It was PROPOSED to delegate authority to the Clerk to apply for and act as signatory on grant applications. This was SECONDED and RESOLVED.

**The meeting closed at
20:37**

FARINGDON TOWN COUNCIL

The Pump House, 5 Market Place FARINGDON, Oxfordshire, SN7 7HL
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Minutes of the Planning & Highways committee meeting held on Wednesday 23rd December 2020 at 7.15 pm, via video conferencing

1.12.20 Apologies

Cllr. Bentley, Cllr. Swallow, Cllr. Thomas and Cllr. Brown.

2.12.20 Roll call

Cllrs present: Boulton, Castle, Wise and D/Cllr Grant.

Officers: Deputy Town Clerk, Town Clerks Assistant.

3.12.20 Minutes of Meeting-Wednesday 25th November

Minutes of the meeting held on Wednesday 25th November 2020 were AGREED and SIGNED as a correct record.

4.12.20 Declarations of Interest

None

5.12.20 Public Participation Time

None

6.12.20 Items for Information Only:

a) Planning Permissions granted/refused/awaiting:

P20/V2567/LB Hill Side 79 London Street, Faringdon: GRANTED

P20/V2585/N4A Northfield Farm Radcot Road, Faringdon: GRANTED

P20/V2817/D Former Aston Pine The Warehouse, Faringdon: GRANTED

7.12.20 Faringdon 20mph zone

Members NOTED an update. It was PROPOSED to approve to progress with the 20-mph scheme and go ahead with the consultation. This was SECONDED and RESOLVED.

8.12.20 Faringdon Neighbourhood Plan

Members NOTED that due to current Covid-19 restrictions this project may be reviewed as and when physical meeting should be possible again. Due to the reduced number of present members, it was PROPOSED to defer discussion to the next meeting. This was SECONDED and RESOLVED.

9.12.20 Planning Applications to Vale of White Horse District Council awaiting comments from Faringdon Town Council:

To receive and consider the following applications:

[P20/V3081/DIS](#) Land south of Highworth Road Faringdon SN7 7EY- NOTED

[P20/V3058/DIS](#) Land south of Highworth Road Faringdon- NOTED

[P20/V3056/HH](#) 31 Elm Road Faringdon SN7 7EJ-No Objection

10.12.20 To suggest agenda items for the next meeting

Meeting ended at 20:45

FARINGDON TOWN COUNCIL

The Pump House, 5 Market Place FARINGDON,
Oxfordshire, SN7 7JA Telephone 01367 240281

www.faringdowntowncouncil.gov.uk

Clerk: Sally Thurston

**Full Council and Committee Membership List 2020****Council Members**

Cllr. Kiera Bentley Cllr.bentley@faringdowntowncouncil.gov.uk	Cllr. Steve Leniec cllr.leniec@faringdowntowncouncil.gov.uk
Cllr. Jane Boulton Cllr.boulton@faringdowntowncouncil.gov.uk	Cllr. Lucy Martin Cllr.martin@faringdowntowncouncil.gov.uk
Cllr. Rosalind Burns Cllr.burns@faringdowntowncouncil.gov.uk	Cllr. Kimberly Morgan Cllr.morgan@faringdowntowncouncil.gov.uk
Cllr. Peter Castle Cllr.castle@faringdowntowncouncil.gov.uk	Cllr Stephen Smith Cllr.smith@faringdowntowncouncil.gov.uk
Cllr. James Famakin Cllr.famakin@faringdowntowncouncil.gov.uk	Cllr. Liz Swallow Cllr.swallow@faringdowntowncouncil.gov.uk
Cllr. David Brown Cllr.brown@faringdowntowncouncil.gov.uk	Cllr. Bethia Thomas Cllr.thomas@faringdowntowncouncil.gov.uk
Cllr. Angela Finn Cllr.finn@faringdowntowncouncil.gov.uk	Cllr. Dr. Mike Wise Cllr.wise@faringdowntowncouncil.gov.uk

Town Mayor	Cllr. Mike Wise
Deputy Town Mayor	Cllr. Kiera Bentley

Committee Membership

Cllr. Mike Wise - Town Mayor and Cllr. Julie Farmer Deputy Mayor are ex-officio members of all Committees.

Finance and Audit	
Chair	Steve Leniec
Vice Chair	Angela Finn
	Kiera Bentley
	Jane Boulton
	Peter Castle
	James Famakin
	Stephen Smith
	Bethia Thomas
	Mike Wise
	VACANCY

Planning & Highways	
Chair	Jane Boulton
Vice Chair	Mike Wise
	Kiera Bentley
	Jane Boulton
	Rosalind Burns
	Peter Castle
	James Famakin
	Stephen Smith
	Liz Swallow
	Bethia Thomas
	David Brown

Facilities	
Chair	Kiera Bentley
Vice Chair	Liz Swallow
Members	Jane Boulton
	VACANCY
	James Famakin
	Angela Finn
	Steve Leniec
	Mike Wise

Community and Partnerships	
Chair	Bethia Thomas
Vice Chair	Liz Swallow
	Peter Castle
	Keira Bentley
	Lucy Martin
	Kimberly Morgan
	Stephen Smith
	Mike Wise

Working Parties and Sub Committees

Strategic Working Party Appointed May 2019 Parent = Full Council	
Chair	Mike Wise
Members	ALL Members Town Clerk

Staff Sub Committee Appointed May 2019 Parent = Finance	
Chair	Steve Leniec
	Kiera Bentley
	Jane Boulton
	Angela Finn
	Bethia Thomas
	Mike Wise

S106 Working Party Appointed May 2019 Parent = Full Council	
Chair	
Members	Kiera Bentley
	Jane Boulton
	Rosalind Burns
	Peter Castle
	Julie Farmer
	Stephen Smith
	Liz Swallow
	Mike Wise
	Town Clerk

Grants Sub Committee appointed July 2019 – Parent = Finance	
Chair	Angela Finn
	Kiera Bentley
	Jane Boulton
	Peter Castle
	Steve Leniec
	Bethia Thomas
	Mike Wise

Town Centre Regeneration Parent = Full Council Appointed June 2019	
Chair	Rosalind Burns
Members	Kiera Bentley
	Steve Leniec
	Town Clerk

Climate Change Parent = Full Council Appointed June 2019	
Chair	Liz Swallow
Members	Lucy Martin
	Stephen Smith
	Town Clerk

Trust Membership

War Memorial Trust	
Chair	
Vice Chair	
Members	ALL COUNCIL MEMBERS

Tuckers Recreation Ground Trust	
Chair	
Vice Chair	
Members	ALL COUNCIL MEMBERS

Outside Body Membership

<u>Representatives to Outside Bodies/Organisations</u>	
Bromsgrove Day Centre	Bethia Thomas
Community Bus Executive Committee	Rosalind Burns
Faringdon Twinning Association	Bethia Thomas
Faringdon United Charities	Stephen Smith
	Kiera Bentley
Neighbourhood Action Group	Kimberly Morgan
Oxfordshire Association of Local Councils	Kiera Bentley
Parish Transport Representative	Stephen Smith
Pink Pigeons Trust	Angela Finn
Pump House Project	Kiera Bentley
	Lucy Martin
Traffic Advisory Committee	Jane Boulton
	Kimberly Morgan Deputy: Mike Wise
Public Access Defibrillator Committee	Rosalind Burns
	Angela Finn
The Place	Mike Wise
	Lucy Martin
	Liz Swallow
Wantage Independent Advice Centre	Kimberly Morgan

Meeting Schedule 2021/22

	Council	Finance	Facilities	Planning	Community and Partnerships	Grants Sub	Staffing Sub	Strategy	Town Meeting	Trusts	Traffic Advisory
Day	Wed	Wed	Wed	Wed	Wed	Mon	Mon	Wed	Mon	Mon	Friday
Start	7.15pm	7.15pm	7.15pm	7.15pm	7.15pm	Check website	Check website	Check website	7.30pm	Check website	9.30am
March 21	10		17	24	31	29					
April 21	14	21		28			19				
May 21	12			26				19	17	10	
June 21	9			23	30	28					
July 21	14	21	7	28			19				
August 21	No meeting			25							
Sept 21	8			22	29	27		15		6	
Oct 21	13	20 (P)	6(P)	27			18				
Nov 21	10			24	17(P)	15			22		
Dec 21	8	15(P)	1(P)	22	1(P)						
Jan 22	12	19		26			17				
Feb 22	9			23						7	
March 22	9			23	30	28					
April 22	13	20	6	27			18				

MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS.

Meetings will be held online until further notice and usually start at 7.15pm. Please check www.faringdowntowncouncil.gov.uk for confirmation and link.

(P) = Precept setting