

# **FARINGDON TOWN COUNCIL**

The Pump House, 5 Market Place, FARINGDON, Oxfordshire, SN7 7HL  
Telephone 01367 240281  
[www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)  
Clerk: Sally Thurston



## **Minutes of Town Council meeting held on Wednesday 8<sup>th</sup> September 2021 at 7:15pm in the Jubilee Room, Pump House, Faringdon**

Cllrs. present: Kiera Bentley (Chair)  
Rosalind Burns  
Peter Castle  
James Famakin (arrived at item 12/8/21)  
Angela Finn  
Steve Leniec  
Lucy Martin  
Stephen Smith  
Bethia Thomas  
Gene Webb  
Mike Wise

In Attendance: District Councillor David Grant  
Sally Thurston Town Clerk  
Jo King, Town Clerk's Assistant  
1 member of the public

### **1/8/21 Apologies for Absence**

Cllrs Boulton, Morgan, and Swallow  
Thames Valley Police representative.

### **2/8/21 Minutes of last Annual Meeting – Tuesday 13<sup>th</sup> July 2021**

It was PROPOSED that the minutes of the meeting held on Tuesday 13th July 2021 be SIGNED as a correct record. This was SECONDED and RESOLVED.

### **3/8/21 Declarations of Interest & requests for dispensations**

10/8/21 Cllr Gene Webb, in respect of being item discussed.  
12/8/21 Bethia Thomas, in respect of discussion on Cil matters/District Councillor

### **4/8/21 Public Participation Time**

Chair Faringdon Rugby Club attended to discuss Cil bid item 12/8/21.  
Chair PROPOSED to bring item 12/8/21 forward for discussion. This was SECONDED and RESOLVED.

### **12/8/21 CIL Application**

Members re-considered an application for CIL funding from Faringdon Ruby Club as recommended by the CIL Working Party.

Members raised previous concerns and questions. It was confirmed that:

- all avenues to secure grants had been exhausted
- there was an urgent need to install the lights before winter to enable all teams to carry on
- the majority of club users were from Faringdon

It was PROPOSED to accept the Cil application. This was SECONDED and RESOLVED. Members requested that recovery from s106 money allocated to leisure held by VoWHDC was investigated.

### **5/8/21 Reports from Outside Bodies**

Report NOTED from Thames Valley Police

Members asked Clerk to confirm with police that the report only logs new incidences and to reconfirm that the visits to Tuckers Park should include whole site.

### **6/8/21 Reports from Committees and Working Parties**

Members NOTED minutes from:

- a) Finance and Audit Committee – 21<sup>st</sup> July 2021
- b) Planning and Highways - 28<sup>th</sup> July and 25<sup>th</sup> August
- c) Town Centre Regeneration Working Party – 17<sup>th</sup> August 2021
- d) Cil working party – 1<sup>st</sup> September

It was PROPOSED as recommended to carry out a feasibility study into a share car, cycles and scooters and officer time allocated. This was SECONDED and RESOLVED. It was NOTED that officer time will be stretched due to staff shortages and Clerk will liaise with Cllr Castle and Thomas for assistance.

- e) Parking Working Party – 3<sup>rd</sup> September

It was PROPOSED as recommended to approve parking notice. This was SECONDED and RESOLVED.

### **7/8/21 Recommendations from the Finance and Audit Committee**

It was PROPOSED to AGREE the following recommendations

- a) Better Ways to School - the next phase of the project to release £3251.78 from the general reserve
- b) The Volunteer Purchase send the Heads of Terms to solicitors for review
- c) Eagles Park Licence Terms

This was SECONDED and RESOLVED.

### **8/8/21 Policies**

Members received and considered the following DRAFT policies:

- a) Gifts and Hospitality  
Members NOTED an amendment to record all gifts and hospitality regardless of value.
- b) Equality and Diversity

It was PROPOSED to adopt both the policies. This was SECONDED and RESOLVED.

### **9/8/21 Faringdon Neighbourhood Plan**

It was PROPOSED to elect Cllr Bentley and Smith to form a Working Party to investigate revising the neighbourhood plan. This was SECONDED and RESOLVED.

### **10/8/21 Working Party Allocation**

It was PROPOSED to appoint Cllr. Webb to the following working parties:

- Town Centre/ Covid-19 Recovery Working Party
- Parking Working Party
- Climate Change Working Party
- S106 & CIL Working Party

This was SECONDED and RESOLVED.

### **11/8/21 Clerk's Report & Schedule of Payments**

- a) Members NOTED Clerk's activity report up to and including 1<sup>st</sup> September 2021.

- b) Cllr. Bentley PROPOSED to approve the schedule of payments up to and including 8<sup>th</sup> September 2021 be APPROVED for payment, including those paid under delegated authority during the summer break (appendix a). This was SECONDED by Cllr. Wise and RESOLVED.

### **13/8/21 s106 Applications**

- a) It was PROPOSED to make an application for s106 funds to resurface Elm's tennis court, as recommended at Facilities committee meeting 6<sup>th</sup> July 2021. This was SECONDED and RESOLVED.
- b) It was PROPOSED to support the application for refurbishment of the MUGA in Great Coxwell Park. This was SECONDED and RESOLVED.

### **14/8/21 Faringdon Infant School**

- a) It was PROPOSED to apply to list the Infant School as an Asset of Community Value. This was SECONDED and RESOLVED.
- b) It was PROPOSED to consider investigating the Infant School as a possible site for a Multi-Use Games Area. This was SECONDED and RESOLVED. County Councillor Thomas recommended that Faringdon Town Council liaise with Oxfordshire County Council and Vale of White district on this item.

### **15/8/21 Safer Streets**

- a) Members considered investigating Safer School Streets in Faringdon, following a successful trial in Oxfordshire, members felt the scheme would need proper investigation as the various schools are on/near A roads therefore it was AGREED to action this matter to County Council.
- b) Closing streets for play, to consider a proposal from OPA, members NOTED this item will be deferred to October.

### **16/8/21 Oxfordshire Plan 2050 Consultation**

It was PROPOSED to place this item on the next Planning and Highways agenda. This was SECONDED and RESOLVED.

### **17/8/21 Tree Preservation**

It was PROPOSED to place this item to look at a process to register tree preservation orders on important trees in Faringdon on the next Facilities agenda. This was SECONDED and RESOLVED.

### **18/8/21 Bus Services Consultation**

Members considered a response to Oxfordshire County Councils 'Tell us how we can improve Oxfordshire's bus services' consultation. It was PROPOSED to delegate responsibility to Cllr Mike Wise to reply to consultation on behalf of the Council. This was SECONDED and RESOLVED.

### **22/8/21 Portwell Underpass**

Members received and considered previous communication and consider next steps. It was PROPOSED to put this item for discussion on to the Town centre regeneration working party. This was SECONDED and RESOLVED.

### **23/8/21 County Councillor's Report**

Members NOTED a report from County Cllr. Thomas

- C/Cllr Thomas would update the town council on the FAZE and Infant school sites at the next meeting.

- C/Cllr Thomas was asked to investigate old s106 monies ear marked for social services.

### 24/8/21 District Councillors' Report

Members NOTED a report from District Cllrs. Bethia Thomas and David Grant

- Owner of Green core housing Kinston Bagpuize are having on open day next Wednesday, Town Council are awaiting invitation.
- Members thanked District Cllrs for a comprehensive report
- It was AGREED that a District Councillor would attend a Parking Working Party meeting, which would be called in early October, to brief members on civil parking enforcement due to come into force in November. It was also suggested that a public forum to enable District and County to explain the enforcement should be held.
- Land of South Highworth Road, it's been reported that the potable water on site is limited, and sewage is being shipped out, District Cllr Grant to investigate.
- Question received from member regarding Folly Park, is there an overall master plan. In particular, the entrance and bridge to connect to the retail park. D/Cllr Thomas explained that investigations and negotiations were ongoing.

### 25/8/21 Chair's Activity Report

Members NOTED an activity report from Town Mayor, Cllr. Bentley.

### 26/8/21 Items for Information Only

- After progress meeting, Old Town Hall building works expected two more weeks till finished, hoarding is anticipated to come down next Wednesday.

### 27/8/21 Correspondence

Members NOTED, for information only, a list of correspondence circulated by email up to and including 1<sup>st</sup> September 2021

### 28/8/21 Action list update

Members NOTED an update on actions from previous meetings

### 29/8/21 Agenda Items for the next meeting

None

### Meeting Closed at 8:53pm

Appendix a. CLERK'S REPORT	Aug-21		
Salaries	Salaries	£	12,640.97
HMRC	Tax and NI	£	2,875.91
OCC Pension CONTS	Pension Contributions	£	4,171.90
<b>Bacs payments to pay</b>			
ANLX	Web costs	£	22.80
Spurgeons	Family services	£	3,132.40
Townsend Architects	OTH Renovations	£	1,117.51
Rapid Racking	Clothes Library Racking	£	1,000.80
OALC	Training Cllr.Webb	£	60.00
Pat Thomas	Planting Bursary	£	50.00
Perry Bishop	Planting Bursary	£	35.00
Wheatsheaf	Painting and Planting Bursary	£	200.00
Lease Plan	Van lease	£	152.53

AIS Ltd	Copier Costs	£	68.80
CAB	Grant	£	3,000.00
May Messy	Grant	£	2,450.00
The Advertiser	Newsletter	£	350.00
Biffa	Waste Services	£	17.76
SLCC	Conference	£	568.80
VWHDC	CEX Licence	£	180.00
Highworth Candles	Agency	£	53.10
OCC Pension CONTS	Pension Contributions	£	410.85
Seldram	Cleaning Products	£	51.95
<b>Direct Debits</b>			
Coop Bank	Credit Card repay	£	196.21
VWHDC	PH Rates	£	369.00
VWHDC	CEX Rates	£	773.00
British Gas	CEX Gas	£	76.70
CF Corporate	Copier Lease	£	178.45
British Gas	PH Gas	£	38.14
British Gas	PH Electric	£	74.64
Barclay Card	Merchant fee	£	31.36
British Gas	OTH Electric	£	13.51
Mainstream	Telephone Charges	£	226.93
O2	Mobiles	£	46.11
Fuel Card services	Card fee	£	8.40
<b>Total Town Council Invoices</b>		£	34,643.53

<b>Appendix a. CLERK'S REPORT</b>		<b>Sep-21</b>	
Salaries	Salaries	£	11,300.29
HMRC	Tax and NI	£	2,545.99
OCC Pension CONTS	Pension Contributions	£	3,706.21
<b>Bacs payments to pay</b>			
Aston James	OTH Tables	£	547.20
Filmbank Media	Matinee Licence	£	143.00
AIS	Copier Costs	£	60.43
OALC	KB Training	£	25.85
Start Traffic	Traffic Signs	£	377.09
ANLX	Web costs	£	22.80
Imperial Restoration	Renovations OTH	£	30,828.72
Spurgeons	Family Centre Costs	£	3,824.73
MHP	Buggy walk leaflet	£	132.00
Biffa	Waste disposal	£	254.74
Peter Jones	Agronomist balance	£	1,000.00
F Cormack	Painting Bursary	£	150.00
Leaseplan	Van Lease	£	152.53
West Ox District Council;	Event Mayors Tickets	£	36.00
SLCC	Job Advert	£	404.40

Parish Online	Mapping software	£	324.00
National Trust	Allotment rent	£	147.50
Coop Bank	Credit Card repay	£	499.35
VWHDC	PH Rates	£	369.00
VWHDC	CEX Rates	£	773.00
CF Corporate	Copier Lease	£	178.45
British Gas	CEX GAS	£	128.03
Smart Energy	PH Gas	£	105.00
Fuel card services	Fuel	£	78.29
British Gas	Cex Electricity	£	223.54
PWLB	Loan repay	£	2,136.17
o2	Mobiles	£	46.11
Screwfix	Maintenance items	£	39.39
<b>Total Town Council Invoices</b>		£	60,559.81