

# **FARINGDON TOWN COUNCIL**

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

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[www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)

Clerk: Sally Thurston



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

Cllrs. present: Kiera Bentley (Chair)  
Jane Boulton  
Rosalind Burns  
Steve Leniec  
Lucy Martin  
Stephen Smith  
Liz Swallow  
Gene Webb  
Mike Wise  
Kimberly Morgan (via Teams)

In Attendance: Sally Thurston, Town Clerk  
Margaret Nairne, Town Clerk's Assistant

### **1/10/21 Apologies for Absence**

Cllrs. Peter Castle, James Famakin, Angela Finn, Kimberly Morgan and Bethia Thomas. District Councillor David Grant

### **2/10/21 Minutes of last Meeting – Monday 11th October 2021**

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

### **3/10/21 Declarations of Interest & requests for dispensations**

Cllr Webb and Cllr Wise in respect of The Folly Trust, item 17/12/21

Cllr Smith in respect of McCarthy Stone as lives in Lechlade Road, item 5/12/21

### **4/10/21 Public Participation Time**

None

### **5/10/21 McCarthy Stone**

Members received a presentation via Teams on proposed retirement housing development at 5 Lechlade Road and 53-55 Gravel Walk by the developers. Lengthy Q&A followed. Members raised the following key concerns, which the developers NOTED:

- height and mass of building
- 3-storeys and lack of parking against Neighbourhood Plan
- green credentials
- material consideration ref blocking TV signal aerial for local residents
- apartments all being leasehold or some for rent
- lack of imaginative or creative approach to accommodation for older citizens

### **6/10/21 Motion Under Notice**

*That Faringdon Town Council declares its support for The United Nations Treaty on the Prohibition of nuclear weapons. This was deferred to next Town Meeting.*

### **7/10/21 Reports from Outside Bodies**

- a) Thames Valley Police: Members received and NOTED report. Members asked Clerk to write and invite Police and Crime Commissioner to attend a meeting and give presentation on local policing with specific reference to local rise in crime figures.
- b) OPNA: Members received and NOTED report from Cllr Wise

### **8/10/21 County Councillor's Report**

Members NOTED a report from County Cllr. Thomas.

Members discussed Cllr Thomas's suggestion that members of FTC attend District and County Council meetings to lend weight to FTC causes. It was agreed further clarification was needed.

The following issues would be raised with C/Cllr. Thomas:

- Need for road repairs at Gravel Walk subsequent to issues arising following resurfacing works.
- Inadequate road gritting and salting during recent cold snap.
- Lack of parking enforcement, this should be raised at Faringdon Area Traffic Advisory Committee.

### **9/10/21 District Councillors' Report**

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

### **10/10/21 Chair's Activity Report**

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

### **11/10/21 Reports from Committees and Working Parties**

- a) Finance and Audit Committee – 20<sup>th</sup> October 2021. NOTED
- b) Parking Working Party – 20<sup>th</sup> October 2021. NOTED
- c) Town Centre Regeneration WP (arts) – 27<sup>th</sup> October 2021. NOTED
- d) Planning and Highways Committee – 27<sup>th</sup> October 2021 & 24<sup>th</sup> November 2021  
It was PROPOSED the Clerk with help from Cllr Wise should write to the Chief Executive of VoWHDC regarding concerns around a decision on planning application P20/V0855/O Rogers Concrete Sandhill Faringdon SN7 7PQ, to request an independent investigation be undertaken. This was SECONDED and RESOLVED.
- e) Queen's Jubilee Working Party proposals. NOTED

### **12/10/21 Committee Membership**

Members discussed size of the Facilities and Community and Partnerships committees. It was PROPOSED increasing number on these committees to 9. It was further PROPOSED that Cllr. Webb become a member of the committees. This was SECONDED and RESOLVED

### **13/10/21 Clerk's Report & Schedule of Payments**

- a) Clerk's external activity report up to and including 2<sup>nd</sup> December 2021. NOTED
- b) Approval of the schedule of payments up to and including 17<sup>th</sup> November 2021, Paid under delegated authority. PROPOSED, SECONDED and RESOLVED
- c) Approval of the schedule of payments up to and including 8<sup>th</sup> December 2021. PROPOSED by Cllr. Bentley, SECONDED by Cllr. Leniec and RESOLVED

#### **14/10/21 Emergency Powers**

Members considered measures should an enforced lockdown reoccur. Members discussed proposal to delegate authority to Clerk to make decisions and carry out actions following online discussions. This was PROPOSED by Cllr Leniec, SECONDED by Cllr Burns and RESOLVED.

Members discussed need for full council to meet to approve annual budget. For budget meetings Cllr Leniec PROPOSED 5 members meet as a quorum in the room with others attend remotely. This was SECONDED by Cllr Bentley and RESOLVED.

#### **15/10/21 Community Governance Review (CGR) during 2022**

Members received and NOTED notification of a CGR. Members discussed changes that the town council would like to submit for consideration and agreed that 'Warding' be discussed at next meeting. Clerk to research Warding prior to meeting.

#### **16/10/21 Master Plan for Faringdon**

Members agreed to suggestion that they hold a separate TEAMS meeting to discuss a plan to move forward the town councils strategic plan. Cllr Wise will investigate obtaining expertise from elsewhere to help discussion.

#### **17/10/21 Folly Trust Grant Application**

It was PROPOSED that the full £3,000 requested be granted. This was SECONDED and RESOLVED.

#### **18/10/21 Spurgeons Service Level Agreement**

Members received and considered a service level agreement for 3 years as recommended by The Place Steering Committee. It was PROPOSED the agreement be APPROVED. This was SECONDED and RESOLVED.

#### **19/10/21 Oxfordshire County Councils (OCC) Nine Priorities**

Clerk will distribute report from Cllr. Morgan.

#### **20/10/21 Greening the Web**

Members NOTED report from Cllr. Webb.

#### **21/10/21 Oxfordshire Fire and Rescue Service Strategic Plans**

It was PROPOSED the Clerk be delegated to respond to this as deadline is 15/12/21. This was SECONDED and RESOLVED.

#### **22/10/21 Infant School as an Asset of Community Value**

Members received and considered a report to be submitted with the application. Cllr Bentley PROPOSED approval, SECONDED by Cllr Martin and RESOLVED.

#### **23/10/21 Planning Items awaiting comments that have deadlines that cannot be extended:**

a) P21/V2748/HH (Householder) Amendment: No. 1 - dated 20th October 2021 Extension of existing fence to enclose small garden border within property boundary. Address: 18 Fernham Gate Faringdon SN7 7LR. **OBJECT** on same grounds as Highways Dept

b) P21/V3218/LB (Listed Building Consent) and P21/V3217/HH (Householder) Part two-storey, part single storey extension to rear. Internal alterations. Replace existing roof coverings. New heating/hot water system

Address: 26 Church Street Faringdon SN7 8AD. **NO OBJECTION** but comments that

- All materials should be sympathetic and Conservation Officer involvement imperative
- noted again concern that previous owner broke the law in gutting a Grade II listed property and should be pursued so as not to set a precedent.

#### **24/10/21 Councillor Tablets and IT Support**

The Clerk re-stated that all members now have FTC tablets as it is good practice to keep FTC work off their personal computers plus that Cloudy IT offer training and support. The Clerk will email Cloudy IT ref difficulties some members have encountered particularly when using Outlook on the tablets.

#### **25/10/21 Items for information only**

OCC Budget Consultation: to be discussed at next Finance and Audit Meeting.

#### **26/10/21 Correspondence**

Members received and NOTED a list of correspondence circulated by email up to and including 9th November 2021

#### **27/10/21 Action list update**

An update on actions from previous meetings was NOTED.

#### **28/10/21 Agenda Items for the next meeting**

- Twinning with Königstein in Germany.

**Meeting closed at: 21.23**

<b>Appendix a. CLERK'S REPORT</b>		<b>Nov-21</b>	
Salaries	Salaries	£	11,778.69
HMRC	Tax and NI	£	2,672.08
OCC Pension CONTS	Pension Contributions	£	3,664.09
<b>Bacs payments to pay</b>			
Jackson Lift Group	PH Lift service	£	339.60
SLCC	Training	£	228.00
Folk arts Group	Contribution to Folk Weekend	£	300.00
Peter Wheeler	Agency	£	132.75
Faringdon Rotary	Agency	£	560.00
The Wilderness	Agency	£	143.22
Leaseplan	Van Lease	£	152.53
RT Machinery	Grass Cutting Machine	£	9,354.00
Pyrotech	Fire Safety Contract	£	1,149.60
Webbs	Maintenance	£	84.23
Filmbank	Film Licence	£	99.60
Fire Safety Shop	Fire Safety	£	126.47
PPL PRS	PRS / PPL Licence	£	393.18
Spurgeons	Family Services	£	369.32
Cloudy Group	Hybrid meeting equipment	£	8,384.70
RBL	Wreaths	£	17.00

Imperial Renovations	OTH Renovations	£	43,393.73
Tectonic	Booking Software	£	330.00
AIS Ltd	Copier Costs	£	131.39
M Gee	First Aid Training	£	360.00
K Bentley	Ticket Reimbursement	£	72.00
Go Tell the Bees	Xmas Craft Sessions	£	231.93
<b>Total Town Council Invoices</b>		£	84,468.11

<b>Appendix b. CLERK'S REPORT</b>		<b>Dec-21</b>	
Salaries	Salaries	£	12,472.13
HMRC	Tax and NI	£	2,796.51
OCC Pension CONTS	Pension Contributions	£	4,047.02
<b>Bacs payments made due to urgency</b>			
Royal Mail	Stamps for resale	£	772.28
Royal British Legion	Tommy Statue x 2	£	350.00
SLCC	Training (ILCA)	£	144.00
<b>Bacs payments to pay</b>			
Rialtas	Computer Accounts	£	382.80
Aston James	Stationery	£	40.46
AIS	Copier costs	£	33.78
Filmbank Media	Licence	£	99.60
Liza Cooper	Refund CEX	£	15.12
M Bradley	Agency	£	257.40
A Cane	Agency	£	32.81
FCB	Agency	£	331.00
J Fennelley	Agency	£	177.30
S Irigoyen	Agency	£	97.65
H Martin	Agency	£	94.32
A Saunders	Agency	£	140.40
Voices of Faringdon	Agency	£	9.00
Uffington Potter	Agency	£	423.90
Oxfordshire Youth	Membership	£	80.00
J Famakin	Painting Bursary	£	150.00
OALC	Training	£	198.00
BGG	Churchyard cutting	£	240.00
TVE	Machinery repair	£	266.27
Leaseplan	Van Lease	£	152.53
<b>Direct Debits</b>			
Coop Bank	Credit Card repay	£	13.61
Coop Bank	Credit Card repay	£	85.00
VWHDC	PH Rates 2 months	£	738.00
VWHDC	CEX Rates 2 months	£	1,466.00

PWLB	Loan repay	£	4,458.48
Castle Water	Tuckers	£	265.52
Castle Water	PH	£	145.07
Castle Water	OTH	£	106.38
Castle Water	CEX	£	134.02
Total Energy	OTH Elec	£	77.30
Total Energy	PH Gas	£	323.55
Smartest Energy	PH Elec	£	413.31
British Gas	CEX Gas	£	272.02
British Gas	CEX Elec	£	1,119.16
British Gas	PH Capped metre Billed in Error. REPORTED	£	547.59
Fuel card services	Fuel	£	92.26
Barclaycard	Merchant fee x 2 months	£	102.92
Total Gas and Power	PH gas	£	160.32
Mainstream Digital	Telephone and Broadband x 2 months	£	427.02
O2	Mobiles x 2 months	£	92.89
<b>Total Town Council Invoices</b>		£	32,302.54



