

# **FARINGDON TOWN COUNCIL**

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

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Clerk: Sally Thurston



## **FARINGDON WAR MEMORIAL TRUST (Registered Charity No. 202549)**

### **Minutes of the Trust meeting held on Monday 30<sup>th</sup> May 2022 at 7.00pm, in the Jubilee Room, Pump House, Faringdon.**

Cllrs. present: Martin (Chair)

Bentley

Castle

Finn

Morgan

Swallow

Webb

Wise

In Attendance: Sally Thurston, Town Clerk

Margaret Nairne, Town Clerk's Assistant

Sarah Johnson, Services & Facilities Officer (online)

Bill Law and Joy Blake for Royal British Legion

#### **1/2/22 Apologies**

Cllr Boulton, Cllr Famakin, Cllr Leniec, Cllr Swallow, Cllr Thomas

#### **2/2/22 Election of Chair**

Cllr Castle PROPOSED that Cllr. Martin be elected as Chair of the Trust. This was SECONDED by Cllr. Finn and RESOLVED.

#### **3/2/22 Election of Vice Chair**

Cllr Finn PROPOSED that Cllr. Castle be elected as Vice Chair of the Trust. This was SECONDED by Cllr. Bentley and RESOLVED.

#### **4/2/22 Minutes of last meeting**

It was PROPOSED that the minutes of the meeting held on Monday 7<sup>th</sup> February 2022 be signed as a correct record. This was SECONDED and RESOLVED.

#### **5/2/22 Appointment of Clerk and Financial Officer**

Cllr Finn PROPOSED that Sally Thurston be appointed Clerk and Financial Officer of the Trust. This was SECONDED by Cllr Martin and RESOLVED.

#### **6/2/22 Appointment of nominated Royal British Legion representatives as non-Voting Trust Members**

Cllr Bentley PROPOSED that Royal British Legion representatives Bill Law and Joy Blake be appointed non-voting Trust Members. This was SECONDED by Cllr Finn and RESOLVED.

#### **7/2/22 Declarations of interest**

None

## **8/2/22 Public Question and Speaking Time**

None

## **9/2/22 Terms of Reference**

An amendment was suggested to change word “co-op” to “co-opt”. (point 4 on Terms of reference). This was agreed.

It was PROPOSED that, with this amendment, the Terms of Reference for the Trust be APPROVED. This was SECONDED and RESOLVED.

## **10/2/22 Report from Royal British Legion**

- a) Members received and NOTED a report from the Royal British Legion:
- Joy Blake asked whether the Council could offer the RBL a special reduced rate as they are mostly veterans of military services. Rate is currently £8.50 per hour. The Trust can be asked to reduce the fee via a Grant Application which should be put in for the next meeting. Clerk will forward a Grant Form to the secretary of RBL.
  - Annual Poppy Appeal current total is £23,913 which will run to September.
  - Membership is at 89 members
  - RBL is involved in parade this coming Saturday for the Platinum Jubilee
  - Falklands 40<sup>th</sup> Anniversary – a wreath will be laid for this on 14<sup>th</sup> June
- b) War Memorial Exhibition: Members discussed holding an exhibition this year from around 10<sup>th</sup> November.  
Office staff time needs to be approved by Full Council. Cllr Wise commented that setting up should be routine and he would be happy to be council lead. It was PROPOSED by Cllr Castle, SECONDED by Cllr Martin and RESOLVED to put this to Full Council. RBL will also take this to their committee.

## **11/2/22 Financial Report**

- a) Members NOTED a financial report.  
Balances of £3,400.89 in Instant acc. and £8,995.40 in Treasurers account
- b) No invoices for payment
- c) Members PROPOSED, SECONDED and APPROVED end of year balances.  
Adjustment of £4,711 owed by Trust to Town Council
- d) Members PROPOSED, SECONDED and APPROVED a request from the Finance and Audit Committee to settle the end of year balance of £4,711 which includes renovation costs.

## **12/2/22 Old Town Hall Venue Report**

- a) Members NOTED a report on bookings in the Old Town Hall  
Bookings picking up and new photographs will help with marketing the building in a campaign being planned for September 2022. Bookings for 2021.22 totalled £929 which exceeded expectations due to closure for refurbishment and Covid.

Members agreed to wait for the Oxfordshire County Council Grant and not to go ahead with 4G hub.

- b) Members received a report on the Artweeks exhibition:  
Excellent and well-attended over the two weekends and during the week.  
Average at weekends: 40 people; Average on weekdays: 20 people.  
Members concluded that holding an Oxfordshire Artweeks exhibition constituted excellent marketing for the venue and for visitors to town. Three paintings sold which will amount to £83 commission to the Trust.

Meeting discussed requesting resources from FTC to repeat organising an Artweeks exhibition in the Old Town Hall next year and a detailed proposal would be put to next Full Council meeting. Members suggested that

- Each artist sign a contract detailing the commission to be paid and clarifying what insurance is in place.
- A typed catalogue be produced as per gallery exhibitions.
- Could have a few more artists and exhibits.
- Cllr Bentley PROPOSED, Cllr Castle SECONDED, and it was RESOLVED to support an Artweeks exhibition in the OTH again in 2023 and to request the necessary resources from FTC.

### **13/2/22 Health and Safety**

No health and safety issues. Health & Safety inspection in September.

### **11/2/22 Items for Information Only**

None

**Meeting closed at 19.40**