

FARINGDON TOWN COUNCIL

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

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www.faringdowntowncouncil.gov.uk

Clerk: Sally Thurston



Minutes of Full Faringdon Town Council (FTC) meeting held on Monday 10th October 2022 at 7:00pm in the Jubilee Room, Pump House, Faringdon

Cllrs. present: Bentley (Chair)
Boulton
Burns
Finn
Martin
Smith
Webb
Wise
Famakin (online, non-voting)
Morgan (online, non-voting)
Thomas (online, non-voting)

In Attendance: Sally Thurston, Town Clerk
Margaret Nairne, Town Clerk's Assistant
PC Alex Norris, TVP

1/10/22 Apologies for Absence

Cllrs. Castle, Leniec and Swallow. Members agreed to a sabbatical until 31st December for Cllr. Swallow for personal reasons, who would not take part in council business during this period.

2/10/22 Minutes of last Meeting – Monday 11th July 2022

It was PROPOSED that the Minutes of the meeting held on Monday 11th July 2022 be SIGNED as a correct record. This was SECONDED and RESOLVED.

3/10/22 Declarations of Interest & requests for dispensations

None

4/10/22 Public Participation Time

None

5/10/22 Reports from Outside Bodies

Members NOTED a verbal report from PC Alex Norris from Thames Valley Police. PC Norris highlighted the following:

- They are working on a series of intervention programmes with other services locally, specifically with reference to anti-social behaviour and drug problems and are always glad to hear about new relevant community groups they might refer people to or liaise with.
- "Have Your Say" meeting in Faringdon Market Place at 10 a.m. on Tuesday 25th October.

6/10/22 County Councillor's Report

Members NOTED a report from Cllr Thomas.

- From this report Cllr Thomas's main focus will be on the cost-of-living crisis and looking at resources going towards ensuring that residents remain safe over the coming winter.
- Gas boiler at new primary school: Cllr Thomas has submitted a supplementary question to OCC asking about what plans may be in place for retro-fitting a more sustainable heating system in the future.
- FAZE building: Cllr Thomas met Cllr. Calum Miller, a Cabinet Member from OCC, and Cllr Thomas suggested that FTC could write to OCC about FAZE premises again and FTC's desire to have use of the site.
- Debris on highways: Cllr Thomas will contact Highways concerning debris left on side of roads, often following RTAs.
- Speed Indicator Devices x 2: Cllr Thomas will check with Highways if they are working correctly
- Graffiti on local signs: Cllr Thomas will investigate who to contact re removal of graffiti on local signs

7/10/22 District Councillors' Report

Members received and NOTED a report from District Cllrs. Thomas and Grant. Cllr Thomas's main focus will be related to the cost-of-living crisis and creating a leaflet to be delivered to all local residents listing contact information for local organisations e.g. Vale Community Hub, plus information on local Warm Spaces being offered.

8/10/22 Chair's Activity Report

Members received and NOTED a verbal report from Cllr Bentley.

- Cllr Bentley praised the excellent handling by all those involved of all the procedures and events that took place following the death of the Queen.
- The Green Day was a success raising awareness of local and national initiatives related to the climate change challenge
- Cllr Bentley attended a Conference on Excellence in Local Government
- Cllr Bentley informed members of an inaugural group trip to our new twin-town, Königstein, in Germany which was very successful.

9/10/22 Reports from Committees and Working Parties

- a) Members NOTED minutes and reports from the following committee meetings, including decisions taken under delegated authority:
- b) Planning and Highways Committee: 25th July 2022
- c) Planning and Highways Committee: 30th August 2022
- d) Climate Change Working Party: 26th July 2022: Cllr Webb will Chair in Cllr Swallow's absence
- e) Finance and Audit Committee: 5th September 2022
- f) Planning and Highways: 3rd October 2022
- g) Facilities Committee: 3rd October 2022

h) Community and Partnerships Committee: 3rd October 2022

10/10/22 Clerk's Report & Schedule of Payments

- a) Members received the schedule of payments up to and including 22nd August 2022 (appendix a).
- b) Members received the schedule of payments up to and including 25th September 2022 (appendix b).
- c) Members received the schedule of payments up to and including 10th October 2022 (appendix c).

It was PROPOSED by Cllr Wise that the payments be APPROVED. This was SECONDED by Cllr Bentley and RESOLVED.

- d) Members NOTED the Clerk's external activity report to 7th October 2022

11/10/22 Recommendations from the Finance and Audit Committee:

- a) Members approved the process to allocate Community Infrastructure Levy (CIL) and S106 funding Working Party Terms of Reference. PROPOSED, SECONDED and RESOLVED.

- b) Members approved a DRAFT CIL policy. PROPOSED, SECONDED by and RESOLVED.

- c) Members agreed to allocate £7,500 to install a Boules Court and improve Eagles Park. PROPOSED by Cllr Finn, SECONDED by Cllr Webb and RESOLVED.

12/10/22 Police Station

Members discussed the future of the Faringdon Police Station. The Clerk will draft letter to the Matthew Barber, Police and Crime Commissioner for the Thames Valley, in consultation with Cllr Bentley, on Council's concern at proposal to close the Police Station on basis of the town's growing population and proportional need and therefore potential under-policing, response times, parking spaces including specifically the 4x4 that belongs to the Faringdon Neighbourhood Team. Matthew Barber also to be asked to attend the Faringdon Town Meeting on Wednesday 16th November.

13/10/22 Civility and Respect Pledge

- a) Members APPROVED a resolution to sign up to the civility and respect pledge. PROPOSED, SECONDED and RESOLVED with one abstention.
- b) Members agreed to personalise and approve the OALC recommended dignity at work policy: PROPOSED, SECONDED and RESOLVED
- c) Members NOTED the civility and respect newsletter

14/10/22 External Auditor

It was PROPOSED to reject an offer to opt out of using the nationally appointed external audit regime. This was SECONDED and RESOLVED.

15/10/22 Councillor Recruitment

Members considered councillor recruitment for the forthcoming elections in May 2023 and looked at the recruitment initiatives from 2019. Members agreed that the Clerk should organise fresh recruitment postcards for the Town Meeting on

November 16th. The postcards should include a few committee meeting dates that potential candidates could attend as taster sessions. The FTC website should also include information about becoming a Town Councillor with pointers to relevant information e.g. the different committees' Terms of Reference.

16/10/22 Gas Boilers and Faringdon's New School

Members NOTED the responses received.

17/10/22 The Volunteer

The former Volunteer Public House is back on the market for sale and members discussed the possibility of purchase of the property by FTC partly or wholly for council use, and the pros and cons. It was PROPOSED that the Clerk commission a formal feasibility study and options appraisal with potential costs prior to making a decision. This was SECONDED and RESOLVED.

18/10/22 Street Cleaning

- a) Members considered business rubbish in the town centre particularly the current problem being experienced by McColls with placing their refuse bins. It was PROPOSED that the Clerk should contact OCC to find a solution to the problem. This was SECONDED and RESOLVED.
- b) Members received and considered a street cleaning report drafted by Cllr Webb, with improvement suggestions for VWHDC. It was PROPOSED that representation be made to the VWHDC Joint Scrutiny Committee on 7th November on the basis of points made in Cllr Webb's report. This was SECONDED and RESOLVED.

19/10/22 South Central Probation UPW Consultation Survey

Members agreed that Clerk should respond.

20/10/22 VoWHDC Draft Diversity and Inclusion Strategy Consultation

Consultation has expired so no action.

21/10/22 Items for information only

None

22/10/22 Correspondence

Members NOTED a list of correspondence circulated to them up to and including 7th October 2022

23/10/22 Action list

Members NOTED the update.

24/10/22 Agenda Items for the next meeting to be held on 7th November 2022

Should be forwarded to Clerk by Friday 28th October 2022.

Meeting closed at: 9.17 pm

Appendix a. CLERK'S REPORT	Aug-22	
Salaries	Salaries	£ 13,892.26
HMRC	Tax and NI	£ 2,739.77
OCC Pension CONTS	Pension Contributions	£ 4,402.08
Bacs payments made due to urgency		
DWN Ltd	Stock	£ 21.48
Red Sky	Womens Tour Banners	£ 186.00
Bacs payments to pay		
Leaseplan	Van Lease	£ 152.53
Warren Window Cleaner	Bus shelter cleaning	£ 135.00
B Thomas	Travel Expenses	£ 17.73
Community First Oxon	Subs	£ 50.00
AIS	Copier	£ 39.19
Bookers - Reimburse S Thurston	Cinema Supplies	£ 164.22
Aston James	Stationery	£ 110.51
Wesses Lifts	OTH Service package	£ 504.00
RT Machinery	Machinery service	£ 442.20
Filmbank	Licence	£ 99.60
Seldram	Cleaning supplies	£ 920.26
ANLX	Website costs	£ 22.80
Vision ICT	Domain name	£ 108.00
B&W Lifts	New Hydrolic hose supply and fit	£ 817.20
Seton	Notice Board	£ 58.20
Weaver Khan	CEX Fees	£ 108.00
PJE	CEX works	£ 2,508.00
Spurgeons	July	£ 412.59
Spurgeons	June	£ 4,296.55
Direct Debits		
VWHDC	PH Rates	£ 369.00
VWHDC	CEX Rates	£ 773.00
CF Corporate	Copier Lease	£ 198.25
British Gas	CEX Electric	£ 278.26
Fuel Card Services	Fuel	£ 153.11
Veolia	Waste Removal	£ 95.16
British Gas LITE	CEX Gas	£ 78.53
Pyrotech	OTH Fire Safety Inspection and CERT	£ 360.00
Total Town Council Invoices		£ 34,513.48

Appendix b. CLERK'S REPORT	Sep-22	
Salaries	Salaries	£ 14,305.85
HMRC	Tax and NI	£ 3,092.03

OCC Pension CONTS	Pension Contributions	£	4,562.01
Bacs payments to pay			
Spurgeons	Family Service	£	385.46
PHS	Waste	£	332.94
PPL PRS	Licence	£	786.86
R J Harrison	PH Toilet repair	£	84.00
National Trust	Allotment Rent	£	147.50
AIS	Copier costs	£	28.98
RMTG	Subs	£	60.00
Fire Protection Group	Fire services	£	182.46
Filmbank	Licence	£	99.60
Pump House Project	Grant - Cogs	£	1,788.00
Faringdon Learning Trust	Grant - Duke of Ed	£	1,320.00
Faringdon Netball Club	Grant	£	2,000.00
Mustard Seed	Painting Bursary	£	150.00
NALC	Training	£	143.72
Parkers	Bulbs	£	507.00
Lease Plan	Van lease	£	152.53
Shrivenham Fencing	Oakwood Park Fence	£	648.00
SLCC	Staff training and conference	£	780.80
Rialtas	New chart of accounts	£	420.00
ANLX	Web hosting	£	22.80
J Fennelly	Agency	£	45.00
Community Bus	Agency	£	599.00
Faringdon Honey - J Pudifoot	Agency	£	36.00
C Purdy	Agency	£	45.00
L Remington - Uffington Potter	Agency	£	537.30
M Nairne - Town and Green	Agency	£	339.30
P Tomlinson	Agency	£	226.80
S Irigoyen	Agency	£	117.00
Folly and Wild - N DeBank	Agency	£	353.07
Nisbets	Burco boiler and installation	£	761.96
P Wheeler	Agency	£	27.00
Direct Debits			
Coop Bank	Credit Card repay July	£	357.85
Coop Bank	Credit card repay August	£	62.83
VWHDC	PH Rates	£	369.00
VWHDC	CEX Rates	£	773.00
PWLB	Loan repay	£	2,084.00
Smartest Energy	PH Electric	£	92.77
Mainstream	July and Aug Tel and broadband	£	433.34
Fuel card services	Fuel	£	122.45
British Gas	CEX Gas	£	72.26

Veolia	Waste	£	123.48
Total Energies	OTH Electric	£	133.13
Smartest Energy	PH Electric	£	108.24
Total Energies	PH Gas	£	358.81
Smartest Energy	PH Electric	£	110.28
British Gas	CEX Electric	£	169.63
O2	Mobiles	£	96.85
Barclay Card	Merchant Fee July	£	54.98
Barclay Card	Merchant Fee Aug	£	52.20
Total Town Council Invoices		£	40,663.07

Appendix c. CLERK'S REPORT		Oct-22	
Salaries	Salaries	£	14,244.38
HMRC	Tax and NI	£	3,039.78
OCC Pension CONTS	Pension Contributions	£	4,522.09
Bacs payments to pay			
Warren Window Cleaner	Bus shelters	£	135.00
The Advertiser	Newsletter - Oct, Nov, Dec, Jan	£	1,400.00
L Whitney	Eye test reimburse	£	15.00
Tectonic	Booking software	£	330.00
Film Bank	Licence	£	110.26
Button Box	Agency	£	37.80
FCB	Agency	£	72.50
Faringdon Voices	Agency	£	9.00
L Remington	Agency	£	171.90
So Pure	Agency	£	27.45
A Saunders	Agency	£	54.45
S Oliver	Agency	£	43.65
P Wheeler	Agency	£	11.25
J Cole	Agency	£	82.80
H Martin	Agency	£	75.87
Folly and Wild	Agency	£	81.00
Red Lynch	Park repairs	£	1,227.60
Cloudy IT	Additional Mic	£	418.80
AIS	Copier Costs	£	142.71
Oxfordshire Youth	Annual membership	£	65.00
Nisbets	CEX Hotwater Boiler (PAID)	£	221.96
A Cane	Photography fees	£	100.00
Go Tell the Bees	Flowers	£	110.00
Royal Mail	Stamps for resale (PAID)	£	530.46
Moore Stephens	Audit fees	£	1,560.00
The Place	Agency	£	5.50

Folly Fest	Agency	£	12.60
Southfield	Stock	£	241.06
MHP	Christmas Cards	£	96.00
Heritage	Stock	£	155.40
Little Goat Soap	Stock	£	61.50
Oxfordshire Pest Control	Town Park Wasp removal (PAID)	£	60.00
Lease Plan	Van Lease	£	152.53
S Thurston	Milage and Parking Training	£	53.10
Spurgeons	Family Services - April - September	£	17,597.11
Pauls Planters	Autumn Plants	£	175.00
Direct Debits			
Coop Bank	Credit Card repay Aug	£	128.28
Coop Bank	Credit Card repay Sep	£	263.70
VWHDC	PH Rates	£	369.00
VWHDC	CEX Rates	£	773.00
Fuel Card Services	Fuel	£	9.60
Mainstream	Broadband and phone	£	114.01
Veolia	Waste	£	134.33
British Gas	CEX Electric	£	180.33
O2	mobiles	£	55.54
Barclay Card	Merchant Fee	£	41.46
Total Town Council Invoices		£	49,519.76