

# **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 the Facilities Committee meeting held on Monday 18<sup>th</sup> December 2023 at 7pm in the Jubilee Room, Pump House, Faringdon**

**Cllrs present:** Webb (Chair)  
Leniec  
Wild  
Finn (online)

**In attendance:** Sarah Johnson, Facilities Officer  
Margaret Nairne, Town Clerk's Assistant

### **1/4/23 Apologies for Absence**

Cllr. Boulton, Cllr. Castle, Cllr. Finn

### **2/4/23 Minutes of last meeting**

The minutes of the meetings held on Monday 18<sup>th</sup> September 2023 were signed as a correct record.

### **3/4/23 Declarations of Interest**

None

### **4/4/23 Public Question and Speaking Time**

None

### **5/4/23 Items for Information Only and Action List**

The items for information and the action list were NOTED.

### **6/4/23 Precept 2024/25**

- a) Members NOTED financial reports
  - i. Corn Exchange
  - ii. Pump House
  - iii. Recreation and Open Space
  
- b) Members NOTED draft budgets for 2024/25
  - i. Corn Exchange  
The committee requested that marketing be undertaken to increase hire income in both the Corn Exchange and the Pump House. The Facilities Officer advised that any increase in use would incur additional staff and utility costs that would need to be considered in budget forecasting.  
It was PROPOSED, SECONDED and RESOLVED that a budget request of £17,803 be put forward.
  - ii. Pump House  
It was PROPOSED, SECONDED and RESOLVED that a budget request of £9,447 be put forward.

- iii. Recreation and Open Space  
It was PROPOSED, SECONDED and RESOLVED that a budget request of £19,606 be put forward.

c) Members considered capital expenditure projects for 2024/25

- i. Corn Exchange
- ii. Pump House
- iii. Recreation and Open Space

No capital items will be requested from the precept. There are capital projects being considered under items 10,11 and 12. Funding options will be explored from grants, earmarked reserves and /or CIL.

### **6/4/23 Facility Reports**

The following updates and reports including decisions taken under delegated authority were NOTED:

1. Corn Exchange
2. Pump House
3. Elms Tennis Court
4. Tuckers Play Area
5. All Saints Church Yard
6. Town Park
7. Oakwood Park
8. The Wilderness - s106 money received and paths going in December. The Town Clerk has met with PMG School wear and secured access via their boundary for this work.
9. Bus stops
10. Salt Bins
11. Telephone boxes - PAD are investigating installing a defib in Canda Lane
12. Highworth Rd Layby – New viewpoint sign in place
13. Clos Mélois
14. Planters
15. Noticeboards

### **8/4/23 Three yearly tree survey**

Members NOTED implementation of the three-yearly tree survey

### **9/4/23 No Mow May**

Members received and considered areas to be left uncut to encourage wildflowers and wildlife. An area at the back of All Saints' Churchyard is currently managed by twice annual cuts and planting of yellow rattle to encourage wildflower growth and insects, butterflies and bees.

Members agreed that FTC should adhere to No cutting until the end of May in this area and afterwards cut sensitively to leave as much flora as possible whilst also enabling the churchyard to look tidy and cared for.

### **10/4/23 Town Park**

Members received and considered initial quotes for the Town Park refurbishment. Members PROPOSED, SECONDED and RESOLVED that the Facilities Officer create a project plan for the refurbishment of the Town Park whilst also checking the status of FTC's lease on the park.

### **11/4/23 Corn Exchange**

- i. Members PROPOSED, SECONDED and RESOLVED that the Facilities Officer should draw up a project plan for refurbishing the Corn Exchange and then progress to quotes for recommendation to Finance and full council for funding options, this on the basis of ensuring that any necessary external work highlighted has been completed.
- ii. Cllr. Wild PROPOSED, Cllr. Leniec SECONDED and it was RESOLVED to delegate authority to the Clerk to authorise the cost of replacement of the fire alarm system in the Corn Exchange from the maintenance budget, in consultation with Chair and Vice Chair
- iii. Members PROPOSED, SECONDED and RESOLVED that the Facilities Officer should obtain quotes for the next meeting for replacing the glass side door of the Corn Exchange with one that meets fire regulations.
- iv. Cllr. Wild PROPOSED, Cllr. Leniec SECONDED and it was RESOLVED to delegate authority to the Clerk to authorise the cost of clearing and tidying of the electric wiring behind the stage in the Corn Exchange from the maintenance budget, in consultation with Chair and Vice Chair

### **12/4/23 Solar power at the Pump House**

Members received and considered quotes for the installation of Solar panels for the Pump House on the roof of the Old Theatre (The Pump House Project). Cllr. Leniec PROPOSED, Cllr. Wild SECONDED and it was RESOLVED to agree in principle to the installation of solar panels. Members agreed that the Facilities Officer should enquire about potential benefits of including a heat battery to reduce the use of and the cost of gas.

The current lease on the Pump House expires in 2036 and therefore has 13 years remaining and members agreed that FTC should be liaising with the landlords, The Collection Trust.

### **13/4/23 Allotment Partnership agreement**

Members approved the annual allotment partnership agreements.

### **14/4/23 Items for the next Agenda**

Pump House lease with The Collections Trust

**Meeting ended at 8.45 pm**