

FARINGDON TOWN COUNCIL

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

Telephone 01367 240281

www.faringdowntowncouncil.gov.uk

Clerk: Katherine Doughty



To: Members of Faringdon Town Council (FTC)

Cllrs: Boulton, Castle, Famakin, Farmer, Finn, Ford, Leniec, Lunn, Norris, Morgan, Palmer, Webb, Wild and Wise

You are summoned to attend a Full Town Council meeting to be held Monday 9th June 2025 at 7.00pm in the Jubilee Room, 5 Market Place, Faringdon, SN7 7HL

Press & Public are invited to attend in person or via this link: [Join the meeting now](#)

Questions can be submitted to: office@faringdowntowncouncil.gov.uk

AGENDA

1. Apologies for Absence

To receive and note apologies for absence.

2. Minutes of last meeting

To agree and sign as a correct record of the meeting held on **Monday 12th May 2025**.

3. Declarations of Interest & requests for dispensations

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when the item is reached. Unless dispensation is granted, you must withdraw from the room when the meeting discusses and votes on the matter.

4. Public Speaking and Question Time

This period is designated for public speaking in accordance with Standing Order 3 (f). Members of the public are welcome to speak on any business itemised on the agenda for up to 3 minutes. Questions will be restricted to one from each member of the public, or a maximum of 3 per meeting. Written notice of questions must be received by the Clerk at least 3 working days before the meeting.

5. County Councillor and District Councillor's Reports

To receive a report from County Councillor Thomas and Vale of White Horse District Council (VoWHDC) Councillors Thomas and Edwards (to follow).

6. Items for Information

To include:

- a) Action List.

7. Correspondence

To receive, for information only, correspondence up to and including 9th June 2025 (List attached - Correspondence circulated throughout the month by email).

8. Reports from Outside Bodies

To receive reports from Councillors.

9. Chair's Activity Report

To receive an activity report from Town Mayor, Cllr. Alan Ford.

10. Reports from Committees

To receive minutes, reports and recommendations of the following committee and working party meetings, including any decisions taken under delegated authority:

- a) Strategic Working Party meeting 19th May 2025.
- b) Planning & Highways Committee meeting 19th May 2025. Recommendation:
 - i. That a Neighbourhood Plan Working Party is set up, Terms of Reference are considered and members appointed.
- c) Facilities Committee meeting 2nd June 2025. Recommendations:-

- i. The Finance & Audit Committee to consider the use of S106 funds for thermal improvements to the sash windows and the installation of CCTV in the Pump House.
- ii. The Facilities Committee Terms of Reference are amended to delegate authority to the Town Clerk and Deputy Clerk for the use of alcohol in council venues.

11. Committees

- a) To appoint members to the Facilities Committee.
- b) To appoint a Chair to the Facilities Committee.
- c) To appoint an eighth member to the Community & Partnerships Committee.
- d) To appoint members to the Staffing Sub-Committee.
- e) To appoint a Chair to the Staffing Sub-Committee.

12. Events

- a) VJ Day - To receive and consider proposals and costings for a VJ Day event on 15 August 2025 in addition to agreed plans, in response to feedback about VE Day.
- b) Folly Fest – To receive and consider proposals and costings for a Town Council stand at Folly Fest.
- c) To consider and approve a quote for staff workwear and agree actions.

13. Town Centre reports

To consider a 12 month subscription to HUQ for £900 via The Vale of White Horse District Council.

14. Clerk's Report

To note Clerk' external activities.

15. Finance

- a) To receive and consider the Schedule of Payments up to and including 9th June 2025.
- b) Faringdon Town Council Annual Accounts - 1st April 2024 to 31st March 2025.
- c) To receive and consider the Annual Internal Audit Report.
- d) To receive and approve the Annual Governance Statement (section 1).
- e) To receive and approve the Accounting Statements (section 2).
- f) To receive and consider explanations of variances.
- g) To receive and consider year end bank reconciliations.
- h) To receive dates for the period of public right to view accounts.

16. Agenda Items for the next meeting

To consider items for the agenda of the next meeting.



Town Clerk
3rd June 2025