

FARINGDON TOWN COUNCIL

The Pump House, 5 Market Place
FARINGDON, Oxfordshire, SN7 7HL
Telephone 01367 240281
office@faringdowntowncouncil.gov.uk
www.faringdowntowncouncil.gov.uk
Clerk: Katherine Doughty



Minutes of the Facilities Committee meeting held on Monday 1st September 2025 at 7.00p.m. in the Jubilee Room, Pump House, Faringdon

Cllrs present: Cllr. Boulton (Chair)
Cllr. Finn
Cllr. Ford
Cllr. Norris
Cllr. Palmer
Cllr. Webb

In attendance: Sarah Johnson, Deputy Town Clerk
Margaret Nairne, Town Clerk's Assistant

1/5/25 Apologies for Absence
Cllr. Farmer; Cllr. Leniec

2/5/25 Minutes of last meeting
The minutes of the meeting held on Monday 2nd June 2025 were signed as a correct record.

3/5/25 Declarations of interest
None

4/5/25 Public Question and Speaking Time
None

- 5/5/25 Precept 2026/2027**
- a) Members NOTED financial reports
 - I. Corn Exchange
 - II. Pump House
 - III. Recreation and Open Space
 - b) Members NOTED draft budgets for 2026 - 2027
 - I. Corn Exchange
 - II. Pump House
 - III. Recreation and Open Space
 - c) Members considered capital expenditure projects for 2026 - 2027
 - I. Corn Exchange: Clerk to look at cost of new boilers and/or alternative energy supplies for heating and hot water.
 - II. Pump House
 - III. Recreation and Open Space

6/5/25 Facility Reports
Members NOTED updates and reports including decisions taken under delegated authority:

- a) Corn Exchange
- b) Pump House

- c) Elms Tennis Court
- d) Tuckers Play Area
- e) All Saints Church Yard
- f) Town Park
- g) Oakwood Park
- h) Tidy Team
- i) The Wilderness
- j) Bus stops
- k) Salt Bins
- l) Telephone boxes
- m) Highworth Rd Layby
- n) Eagles Park/ Clos Mèlois
- o) Planters
- p) Noticeboards

7/5/25 Project and Action List

Members NOTED the action list.

8/5/25 Corn Exchange

Members NOTED an update on repairs at The Place in response to fire risk assessments and, in consideration of timescales Cllr. Boulton PROPOSED, Cllr. Norris SECONDED and it was APPROVED to delegate authority to the Clerk and Committee Chair to approve a quote.

9/5/25 Pump House

- a) Members received an update on the repairs to the Pump House which will begin with the sash windows on 22nd September. The following week ODS will put up scaffolding and begin the repairs as per the quinquennial building report. The interior phase 1 of decorating the ground floor will begin on 3rd November.
- b) Members considered a quote for the repairs to the external lift. Cllr. Boulton PROPOSED, Cllr. Norris SECONDED and it was APPROVED to go ahead with the quote for £797.50 from B&W Lift Services Ltd.

10/5/25 Oakwood Park

Faringdon Town Council initiated a tender process to upgrade the playground at Oakwood Park and members received and considered a design and supplier for the overall refurbishment. Four suppliers submitted proposals, each submission was scored based on:

- Design (60%) – Play value and layout
- Technical (30%) – Materials, maintenance, and compliance
- Presentation (10%) – Visuals and quotation clarity

Based on the highest overall score, strong alignment with the project brief and their status as a local, employee-owned UK business, Sutcliffe South-West was recommended as the preferred supplier. Their proposal meets both technical and community values and offers flexibility for final design amendments.

Given the importance of incorporating the outcomes of the public consultation, Members agreed the following: as the children voted for their preferred design and highlighted elements they were most enthusiastic about, ie the wildflower meadow and the Folly Tower measuring stick, the supplier will be asked to adapt the design to incorporate these key features, ensuring the new park reflects both professional guidance and the community input.

Cllr. Boulton PROPOSED, Cllr. Ford SECONDED and it was APPROVED to go ahead with the quote from Sutcliffe South-West which will be passed to Full Council for final approval, payment to be made from CIL monies.

11/5/25 All Saints' Churchyard

- a) Consideration of purchase of ICCM membership – defer awaiting further information.
- b) Members considered commissioning a new condition survey on the gravestones and tombs in the churchyard. The last one was completed by ATA in 2009. Cllr. Boulton PROPOSED, Cllr. Webb SECONDED and it was APPROVED to go ahead with the quote for £2500 from ATA, to be paid for from the Facilities budget.

12/5/25 Tree Survey

Members considered a quote from BGG Garden & Tree Care Ltd for the recommended works identified in the last tree survey. Cllr. Boulton PROPOSED, Cllr. SECONDED and it was APPROVED to go ahead with the quote for £564.17 from BGG Garden & Tree Care Ltd, to be paid for from the Facilities budget.

13/5/25 Items for information only

None.

14/5/25 Items for next agenda:

Items for the meeting to be held on 15th December 2025 must be sent to the Clerk by Monday 8th December 2025.

- Consideration of future costs by collecting quotes for new boiler and pumps for the Corn Exchange.

Meeting ended at 7.47p.m.