

# **FARINGDON TOWN COUNCIL**

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Clerk: Katherine Doughty



## **Minutes of the Facilities Committee meeting held on Monday 8<sup>th</sup> December 2025 at 6 p.m. in the Jubilee Room, Pump House, Faringdon**

**Cllrs present:** Cllr. Boulton (Chair)  
Cllr. Farmer  
Cllr. Finn  
Cllr. Ford  
Cllr. Leniec  
Cllr. Webb

**In attendance:** Katherine Doughty, Town Clerk  
Margaret Nairne, Town Clerk's Assistant

**In attendance online:** Sarah Johnson, Services and Facilities Officer

### **1/6/25 Apologies for Absence**

Apologies for absence were NOTED from Cllr. Palmer

### **2/6/25 Election of Vice Chair**

It was PROPOSED and SECONDED to appoint Cllr. Webb as Vice Chair and this was RESOLVED.

### **3/6/25 Minutes of last meeting**

The minutes of the meeting held on Monday 1<sup>st</sup> September 2025 were signed as a correct record.

### **4/6/25 Declarations of interest**

None

### **5/6/25 Public Question and Speaking Time**

None

### **6/6/25 Project and Action List**

Members NOTED the action list.

### **7/6/25 Facility Reports**

Members NOTED updates and reports including decisions taken under delegated authority for Town Council assets.

### **8/6/25 Corn Exchange**

- a) Members received quotes to replace the boilers and pumps for recommendation to the Finance & Audit Committee. It was decided to defer a decision until the next meeting.
- b) Members received a quote (procured under SSJ) to repair the stonework. Cllr. Leniec PROPOSED, Cllr. Ford SECONDED and it was resolved to put the quote from SK Conservation for £3,102 forward to the Finance and Audit Committee for approval in January.

### **9/6/25 Pump House**

Members NOTED an update on the repairs to the Pump House.

### **10/6/25 Town Council vehicle**

- a) Members received quotes and discussed the proposal either to lease or purchase a replacement vehicle. Cllr. Leniec PROPOSED, Cllr. Ford SECONDED and it was resolved to put the quote for £29,549 + £400 road tax + separate 5-year warranty, to be funded from reserves, forward to the Finance and Audit Committee for approval.

### **11/6/25 Software**

- a) Members considered quotes to digitise statutory health and safety checks across venues and parks. Cllr. Boulton PROPOSED, Cllr. Farmer SECONDED and it was resolved to put the quote from Inspection Manager for £720 per annum to the Finance and Audit Committee for approval, to go into the budget for 2026/27.
- b) Venue booking software: Cllr. Ford PROPOSED, Cllr. Farmer SECONDED and it was resolved to put the quote from Bookteq for £2,340 per annum forward to the Finance and Audit Committee for approval, to go into the budget for 2026/27.

### **12/6/25 All Saints' Churchyard**

Members received quotes to include memorial headstone topple testing and survey of the boundary wall. Cllr. Boulton PROPOSED, Cllr. Webb SECONDED and it was resolved to put the quote from ATA for £2,200 forward to the Finance and Audit Committee for approval to go into the budget for 2026/27.

### **13/6/25 Precept budget 2026/27**

- a) Members NOTED financial reports
  - I. Corn Exchange
  - II. Pump House
  - III. Recreation and Open Space
- b) Members NOTED draft budgets for 2026/27
  - I. Corn Exchange
  - II. Pump House
  - III. Recreation and Open Space
- c) Members considered and NOTED capital expenditure projects for 2026/27
  - I. Corn Exchange
  - II. Pump House
  - III. Recreation and Open Space

Expenditure to be prioritized with new boiler being priority 1 and Christmas lights being priority 2.

### **14/6/25 Items for information only**

None.

### **15/6/25 Items for next agenda:**

Items for the meeting to be held on 16<sup>th</sup> March 2026 must be sent to the Clerk by Monday 10<sup>th</sup> March 2026.

**Meeting ended at 6.49 p.m.**