

# **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 a meeting of the Facilities Committee held on Wednesday 19<sup>th</sup> July 2017 at 7.15pm in the Jubilee Room, the Pump House, Faringdon.**

<b>Cllrs Present:</b>	<b>David Barron (Acting Chairman)</b> <b>Angela Finn</b> <b>Mark Greenwood</b> <b>Steve Leniec</b> <b>Andrew Marsden</b> <b>Mike Wise</b> <b>Anne-Marie Wright</b>
<b>In attendance:</b>	<b>Sally Thurston (Town Clerk)</b> <b>Rebekah Pugh (Deputy Town Clerk)</b> <b>Jackie Smith (Bar Manager)</b>
<b>1/1/17</b>	<b>Apologies for Absence</b> Apologies were received from Cllr. Jane Boulton
<b>2/1/17</b>	<b>Elect a Vice Chair</b> Cllr. Wright was elected as Vice Chair
<b>3/1/17</b>	<b>Minutes of last meetings</b> Cllr. Marsden suggested that the minutes should reflect that these were the final minutes of both committees. The minutes of both the Venues Committee and Recreation and Open Spaces Committee meetings held on Wednesday 19 <sup>th</sup> April were agreed as a correct record with this amendment.
<b>4/1/17</b>	<b>Declarations of Interest</b>
<b>5/1/17</b>	<b>Public Question Time</b> None
<b>6/1/17</b>	<b>Public Speaking Time</b> None
<b>7/1/17</b>	<b>Financial Report</b> To following financial reports were NOTED: a. Corn Exchange b. Pump House c. R&OS
<b>8/1/17</b>	<b>Venues</b> a) i. Bar Manager The bar manager reported that the fridge and glass washer were not working. This was NOTED. ii. Facilities Manager In addition to his report the facilities manager reported that the sockets located in the Corn Exchange floor would now stand proud. An electrician had been called with a view to rectifying this. Tuckers Park damage has been a problem for the facilities team in recent weeks. Although anti-social behaviour had been reported the local police were unable to attend due to lack of an available vehicle. The clerk was asked to write to the police and crime commissioner to

	<p>register concern that reports could not be attended. The clerk was also asked to put this on the next Town Council agenda. This was AGREED.</p> <p>iii. Bookings Clerk This was NOTED.</p> <p>b) Members considered an application for an alcohol licence for the Old Theatre. It was PROPOSED that no objection be made. This was SECONDED and RESOLVED.</p>
<p><b>9/1/17</b></p>	<p><b>Recreation and Open Spaces</b> Updates to include health and safety issues open spaces were NOTED And highlighted the following:</p> <p>a. Elms Tennis Court s106 request for resurfacing in land South of Highworth Rd application.</p> <p>b. Allotments The waiting list was down to 10. A report was NOTED.</p> <p>c. Tuckers Play area Increased vandalism in the play area. Residents have been encouraged to report any anti-social behaviour to police. Members received and NOTED ROSPA inspection report. The facilities team check the park weekly. This was NOTED. Members were unhappy with the layout of the report and asked that an action list was included in future.</p> <p>d. All Saints Church Yard Church wall has now been repaired; costs were halved between FTC and Faringdon House. Dog mess has become a problem in the church yard. The clerk was asked to contact the dog warden and try and address the issue.</p> <p>e. Town park</p> <p>f. Oakwood Park Members received and NOTED ROSPA inspection report A cheque has been received as part payment towards the fence repair at Oakwood Park. The facilities team check the park weekly. This was NOTED.</p> <p>g. Christmas Lights Members NOTED and accepted the recommendations from the Christmas Lights working party notes.</p> <p>h. Tidy Team The Tidy Team is working well and has completed several tasks this summer. OCC are providing a large bin for Tidy Team waste OCC are providing a team of two people for two weeks to assist Tidy Team</p>
<p><b>10/1/17</b></p>	<p><b>Equipment</b></p> <p>a) Members considered purchasing a jet washer. It was felt that accurate capital forecasts should be made during the budget period. This was AGREED. It was PROPOSED that a jet washer was purchased at a maximum of £300 for the R&amp;OS maintenance budget. This was SECONDED and RESOLVED.</p> <p>b) Glass washer</p> <p>c) Drinks cooler It was PROPOSED that both be purchased and these should then be leased</p>

	<p>to the bar franchisee at a fixed amount. A counter PROPOSAL was made that the Town Council purchase both pieces of equipment and the franchisee take responsibility for maintenance. This was SECONDED and RESOLVED. It was PROPOSED that a recommendation be made to Finance and Audit that a total maximum amount of £825 is allocated from the asset replacement fund. This was SECONDED and RESOLVED.</p> <p>d) Freezer It was PROPOSED that due to concerns regarding space and health and safety this not be purchased. This was SECONDED and RESOLVED. It was further PROPOSED that the country market be allowed to purchase a freezer, subject to necessary PAT testing, if it could be stored unplugged in their current storage cupboards. The committee would be happy for the group to use electricity from the kitchen during the market. This was SECONDED and RESOLVED.</p>
11/1/17	<p><b>Town Park</b> Members considered a proposal to hold a community event to improve the Town Park. It was PROPOSED that this be AGREED and a budget of up to £500 per allocated from the ROS maintenance of parks budget. This was SECONDED and RESOLVED.</p>
12/1/17	<p><b>Advice session</b> Members considered a request to hold an RBL advice clinic once a month in the Pump House. It was PROPOSED that a monthly session be AGREED this was SECONDED and RESOLVED.</p>
13/1/17	<p><b>Health and Safety</b> No current issues to report. There will be an annual H&amp;S visit in September.</p>
14/1/17	<p><b>Items for Information Only</b> Members NOTED the following items for information only:</p> <ul style="list-style-type: none"> <li>• Corn Exchange Floor replacement is underway</li> <li>• New Corn Exchange chairs have arrived</li> <li>• Lord Faringdon paid a visit to the Pump House 18/7/2017</li> <li>• If it is agreed we apply for leader funding this would include a museum in JR room</li> <li>• New planter has been damaged by drunken behaviour</li> <li>• New Pump House Project hire agreement has been received</li> </ul>

Meeting closed at 9.15pm