

# **FARINGDON TOWN COUNCIL**

The Corn Exchange, FARINGDON, Oxfordshire, SN7 7JA

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[www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)

Clerk: Sally Thurston



## **Minutes of a Town Council meeting held on Wednesday 9<sup>th</sup> December 2015 at 7.15pm pm in the Jubilee Room, the Pump House, Faringdon.**

**PRESENT: Cllrs.**

**Dr Mike Wise (Chairman and Town Mayor)**  
**David Barron**  
**Ian Bell**  
**Al Cane**  
**James Famakin**  
**Angela Finn**  
**Mark Greenwood**  
**Steve Leniec**  
**Andrew Marsden**  
**Patrick Middleton**

**In Attendance:**

**Sally Thurston, Town Clerk**  
**SGT. Ryan James, Thames Valley Police**  
**Mark Blatch, Faringdon Chamber of Commerce**

- 1/13/15 Apologies for Absence**  
Apologies were received from Cllrs. Julie Farmer, Alex Meredith, David Price and Jane Boulton. D/Cllrs. Mohinder Kainth and Roger Cox. C/Cllr. Judith Heathcoat
- 2/13/15 Minutes of last meeting:** Wednesday 11<sup>th</sup> November 2015.  
The minutes were signed as a correct record of the meeting.
- 3/13/15 Declarations of Interest**  
No declarations of interest were made at this time.
- 4/13/15 Public Question Time**  
None received.
- 5/13/15 Public Speaking Time**  
No one wished to speak at this time.
- 6/13/15 Reports from Outside Bodies**
- (a) Thames Valley Police - a report was received from Sgt. James which was NOTED.
  - (b) Town Team – minutes from the Town Team were received and NOTED.
  - (c) Chamber of Commerce – a report was received from Mark Blatch, President, which was NOTED.

**7/13/15 County Councillor's Report**  
Members received a report from County Cllr. Judith Heathcoat which was NOTED.

**8/13/15 District Councillors' Report**  
Members received a written report from District Cllrs. Roger Cox and Mohinda Kainth which was NOTED.

**9/13/15 Chairman's Activity Report**  
Members NOTED an activity report from Town Mayor, Cllr. Mike Wise, which highlighted the success of the recent Festive Faringdon. The Clerk was asked to write letters of congratulations to the organisers. This was CARRIED.

**10/13/15 Reports from Committees**  
Members received and NOTED minutes and reports of the following committee meetings, including decisions taken under delegated authority:

(a) Finance and Audit	25 <sup>th</sup> November
(b) Planning & Highways:	17 <sup>th</sup> November
(c) Recreation and Open Spaces	18 <sup>th</sup> November
(d) Youth Services	12 <sup>th</sup> November

**11/13/15 Youth Services Committee Vacancy**  
This was deferred to the next meeting.

**12/13/15 Clerk's Report & Schedule of Payments**  
Members received the following schedule of payments up to and including December 9<sup>th</sup> 2015:

<b>CLERK'S REPORT December 2015</b>		
<b>Paid early due to urgency</b>		
Anthony De Souza	Wordpress Course (2 Staff)	£ 131.25
RBL	Agency Sales	£ 30.00
<b>Cheque payments</b>		
Oxfordshire Youth	DBS'S	£ 64.00
Quidne	IT Services	£ 80.00
Alto Digital	Copier costs	£ 155.77
B&W Lift Services	Service P/H &OTH	£ 384.00
Jackson Lift Group	Service Platform P/H	£ 252.00
Biffa	Waste disposal to 25/3/16	£ 469.45
SLCC	Subscription	£ 310.00
Newsquest	Xmas Ad	£ 72.00
Filmbank	Film License	£ 99.60
Shrivenham Fencing	Oakwood Park	£ 396.00
Pyrotech	Fire Safety 6mnths FAZE	£ 291.00
Pyrotech	Fire safety 1 Year C/EX	£ 609.60
Pyrotech	Fire safety 1 year P/House	£ 354.00
Faringdon Newspapers	Xmas Greeting / ad	£ 25.00
RBS Rialtas	Accounting Software	£ 282.00

Microshade	CITRIX - IT	£ 291.90
Mr H Bew	Inspirational Teacher Award	£ 100.00
Davis DIY	Maintenance Items	£ 231.83
Co-Op Bank	Reimb for Salaries imprest to £30k	£ 16,398.09
<b>Grants</b>		
Wantage Independent AC	Grant	£ 1,500.00
<b>Charge Card Payments</b>		
<b>Co-op</b>	<b>Card fee</b>	
Amazon	Youth craft	£ 4.89
Amazon	Cinema DVD's	£ 17.64
Amazon	Youth craft	£ 2.75
Amazon	Pool Balls Youth	£ 19.99
O2	Mobile top up	£ 20.00
Moneysoft	1 Year license Payroll software	£ 144.00
<b>Direct Debits</b>		
VWHDC - Business Rates	C/Ex	£ 913.00
	P/House	£ 355.00
	FAZE	£ 413.00
Associated Networks	Web Hosting	£ 22.80
Fuel Card Services		£ 1.20
o2 online	Venues Phone Contract	£ 13.14
Mainstream Digital	Telephone & Broadband	
Talk talk	P/House Broadband	£ 24.60
SSE	OTH	£ 180.13
	Pump House	£ 249.10
	FAZE	£ 20.02
	C/EX	£ 1,591.89
PWLB	Loan Repayment - January	£ 5,395.38
Thames Water	FAZE	£ 163.02
<b>Total Town Council Invoices</b>		<b>£ 32,079.04</b>
<b>FC&amp;TIC Invoices</b>		
<b>Paid early due to urgency</b>		
PMG School Wear	Stock	£ 29.98
Wychwood project	Stock	£ 7.50
Faringdon Newspapers	Stock	£ 11.04
The Local Answer	Stock	£ 753.60
Peircing Glance	Stock	£ 138.54
<b>Total FC&amp;TIC Invoices</b>		<b>£ 33,019.70</b>
<b>Bank Transfers</b>		
Co-op to BOI	Transfer	£ 24,957.76
Co-op to Lloyds	Transfer	£ 22,534.99
Co-op to Natwest	Transfer	£ 7,427.58

Cllr. Leniec PROPOSED that the above bills be authorised for payment. This was SECONDED by Cllr. Middleton and CARRIED.

**13/13/15**

### **Relocation of Services**

Members received a recommendation from the Finance and Audit Committee proposing that the core town council services be relocated to the Pump House as follows:

- Community and Tourist Information Centre to be located on the ground floor
- Jubilee room remain for community use
- two offices to be made available for community use such as advice services
- Youth Services office and Town Council offices situated on the top floor

Lord Faringdon had given permission for the use of the building in this way.

Members were informed the council had out grown its current location and that savings could be made on rates as well as income generated by letting some of the current office space in the Corn Exchange. Members expressed concern regarding the access to the Pump House, it was suggested the disabled lift be made more user friendly and other access be investigated.

It was PROPOSED that:

- Council accept this recommendation as detailed above
- The move take place in this financial year
- The Venues committees discuss and formulate a plan for the use of the Corn Exchange Offices.

This was SECONDED and CARRIED UNANIMOUSLY.

The Clerk was asked to bring costs and a financial proposal to the next Finance meeting. The Clerk was also asked to contact advice and care organisations and inform them of the possibility of the use of the community offices to provide a service to Faringdon residents. This was AGREED.

**14/13/15**

### **Faringdon Neighbourhood Plan**

The consultation period had been extended to the 11<sup>th</sup> January 2015 because VWHDC made a mistake in loading documents onto their website. Once this closes the examiner will make comments before the plan goes to referendum. Cllr. Wise suggest that a working party be appointed to publicise the plan prior to referendum. The clerk was asked to include this in the next agenda. This was AGREED.

**15/13/15**

### **FAZE Purchase**

The clerk reported that, after a conversation with OCC, it had been ascertained that the purchase of the site would need a restriction levied because the price and overage conditions have been based on a 'youth use' restriction. This could potentially be changed to 'Community Use' but would need re-negotiating. The council discussed the possibility of purchasing the site with a 'community restriction'. It was PROPOSED that the Venues, Youth Services and Recreation & Open Spaces committees consider possible uses and need of the building and land for community use and make recommendations. This was SECONDED and CARRIED. The clerk was asked to ensure that this item was on each committee agenda.

**16/13/15**

### **Parish Transport Meeting**

- (a) Members were informed that Cllr. Bell was unable to attend the PT meeting on 25<sup>th</sup> November 2015 and would submit a report on receipt of the minutes.
- (b) It was PROPOSED that Cllr. Bell fulfill the role of Parish Transport Rep this was SECONDED and CARRIED.

- 17/13/15 Fossil trust**  
 The terms of reference (ToR) of the Fossil Trust are principally concerned with the transfer of the SSSI at Fernham Gate to the ownership of FTC. As this is no longer FTC policy it was PROPOSED that a working party be set up to either revise the ToR of the existing Fossil Trust or to wind it up and create a new Trust. In both cases the aim would be to have ToR that satisfy the needs of all parties with an interest in researching and learning about the Faringdon Sponge Gravels across all of the arisings in Faringdon.  
 It was further PROPOSED that the following members sit on the Faringdon Fossil Working Party: Cllrs. Wise, Boulton and Finn. This was SECONDED and CARRIED. Hilary Sherman was PROPOSED as the Officer to the committee. This was SECONDED and CARRIED.
- 18/13/15 Oxfordshire County Council Devolution of Services**  
 Members considered information received at a meeting with OCC Officers on 7<sup>th</sup> December 2015. It was felt that there was not enough information available about any services to make a decision. It was PROPOSED that the clerk:
- Contact the Children's Centre to find further information on costs and staffing
  - Contact OCC for more information on highway services such as grass cutting
  - When information was obtained a Strategic Working Party meeting should be called with an invite extended to all Town Councillors
- This was SECONDED and CARRIED.
- 19/13/15 Openness and Accountability**  
 Members considered a regular 'Meet Your Town Councillors' in the Market Place on the 3<sup>rd</sup> Saturday of the month starting January 2016. It was PROPOSED that a rota be set up for councillors to attend this on a regularly basis. This was SECONDED and CARRIED.
- 20/13/15 Faringdon in Bloom**  
 It was PROPOSED that the Faringdon in Bloom competition be resurrected and organised by the Youth and Community Officer in 2016. This was SECONDED and CARRIED.
- 21/13/15 High Sheriff of Oxfordshire Awards**  
 Members were asked to submit any nominations to the clerk by Friday 8th January.
- 22/13/15 Calendar of Meetings**  
 This was DEFERRED to the next meeting to give the committees the opportunity to make amendments.
- 23/13/15 Items for Information Only**  
 None
- 24/13/15 Correspondence**  
 The contents of the correspondence box were NOTED. Cllr. Leniec NOTED a letter from Abingdon CAB informing the Council that the Advice Café was closing. The Clerk was asked to ensure that all advice services were included when writing to offer rooms in the Pump House.