

FARINGDON TOWN COUNCIL

The Corn Exchange, FARINGDON, Oxfordshire, SN7 7JA

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www.faringdowntowncouncil.gov.uk

Clerk: Sally Thurston



Minutes of a Town Council meeting held on Wednesday 14th January 2015 at 7.15 p.m. in the Jubilee Room, the Pump House, Faringdon

PRESENT: Cllrs. David Price (Town Mayor)
Ian Bell
Jane Boulton
Angela Finn
James Gregory
Andrew Marsden
Alex Meredith
Mike Wise

In Attendance: 1 Member of the Public
1 Member of the press
C/Cllr Judith Heathcoat
C/Cllr Alison Thomson
Sally Thurston, Town Clerk

1/1/15 Apologies for Absence

Apologies were received from Cllrs. Roger Cox, Julie Farmer, Mark Greenwood, Steve Leniec, D/Cllr. Mohinda Kainth

2/1/15 Minutes of last meeting on Wednesday 10th December 2014

The minutes were signed as a correct record of the meeting.

3/1/15 Declarations of Interest

There were no declarations made at this time.

4/1/15 Public Question Time

No questions were received.

5/1/15 Public Speaking Time

No members of public wished to speak at this time.

6/1/15 Reports from Outside Committees

No reports were received.

7/1/15 County Councillor's Report

C/Cllr. Judith Heathcoat submitted a written report, which was NOTED.

C/Cllr. Heathcoat reported the following:

- Oxfordshire's Chief Fire Officer had been awarded an OBE
- All Oxfordshire's firefighters were now being trained in accident trauma by the ambulance service.

8/1/15 District Councillors' Reports

D/Cllr. Roger Cox submitted a written report, which was NOTED.

D/Cllr. Mohinder Kainth submitted a written report, which was NOTED.

D/Cllr. Alison Thomson submitted a written report, which was NOTED.

9/1/15 Chairman's Activity Report

Cllr. David Price gave a verbal report which was NOTED. Cllr. Price highlighted the following events he had attended:

Infant School Christmas Card prize giving.

Faringdon Community College 6th Form Awards.

Oxford Mayors Reception, Town Hall, Oxford.

10/1/15 Clerk's Report & Schedule of Payments

1. Payments made early due to urgency		
Faringdon Allotment Society	Allotment Water rates	£752.02
PHS	FAZE Sanitary Duty of Care	£83.94
2. Cheque payments		
VWHDC	Business Rates C/Ex	£ 483.00
	Pump House	£ 349.00
	FAZE Youth Centre	£ 405.00
Associated Networks	Web Hosting November	£ 22.80
Viking	Stationery	£ 238.69
Davis DIY	Various Maintenance items	£ 197.69
Oxford City Supplies	Toilet paper dispensers	£ 68.94
Office Beverages	Water Cooler Sanitation	£ 19.08
Filmbank	Saving Santa	£ 99.60
OALC	Staff training	£ 120.00
Alto Digital	Photocopier charges	£ 167.36
Pyrotech	Fire maintenance	£ 154.47
	OTH £23.31 + VAT	
	P/house £51.28 + VAT	
	C/Ex £54.14	
PHS	Sanitary Disposal to Feb 2016	
	C/Ex	£ 244.56
	P/house	£ 164.04
	OTH	£ 41.76
	FAZE	£ 124.81
	Credit	-£99.17
Safe Water Solutions	Legionella testing Kits	£ 279.21
Advance Vision Systems	FAZE Alarm Maintenance	£ 174.00
	Reimb for Dec Salaries	£ 17,504.93

3. Charge Card Payments		
Amazon	mic refund	-£ 67.06
Amazon	mic & DVD	£ 76.78
Xpert	Fozen	£ 11.48
Mini Lable	Labels	£ 1.55
Amazon	Stationary	£ 6.25
Poundland	Planners	£ 14.97
	cinema refreshments	£ 14.00
4. Direct Debits		
Pitney Bowes	Franking Machine Rental	£ 7.14
EON - Electricity	P/House	£ 69.00
	Theatre	£ 11.00
	C/Ex	£ 644.00
	FAZE	£ 196.00
Talk talk	P/House Broadband	£ 30.60
o2 online	Venues Phone Contract	£ 13.00
Fuel Card Services	Van and Tractor Fuel	£ 1.20
Mainstream Digital	Monthly call charge / line rental	£ 122.82
VWHDC	C/Ex Rates	£ 471.00
BT	Versitility Charges	£ 103.83
British Gas	Corn Ex	£ 1,222.84
	P/House	£ 58.19
	FAZE	£ 286.06
Total Town Council Invoices		£24,890.38
5. FC&TIC Invoices		
Folly Trust	Folly Story Books	£ 30.50
PMG Schoolwear	Fleece	£ 16.99
Total FC&TIC Invoices		£ 47.49

Cllr. Mike Wise PROPOSED the above bills be authorised and paid this was SECONDED by Cllr. Jane Boulton and CARRIED.

11/1/15 Reports from Committees and Working Parties

a) Planning & Highways: 9th December

Cllr. Mike Wise gave an overview of the meeting the minutes were received and NOTED.

Cllr. Wise reported the following:

- Alfred Woods Close had been accepted as the name for the road in the development off Coxwell Road.
- At the VWHDC Planning Committee Meeting earlier this evening during public speaking time he stressed the importance of better infrastructure to support the increase in housing development in Faringdon.

Cllr Wise highlighted that within the VWHDC Planning Agenda item 6.24 – S106 Update it was stated that District Council were waiting to hear from Faringdon Town Council regarding the suitability of the offer from Bloor Homes whereas no information or request to comment had been received from the District Council regarding this matter.

The Clerk was asked to contact VWHDC.

- a) Recreation & Open Spaces: 7th January**
Cllr. Ian Bell gave an overview of the meeting the minutes were received and NOTED
- b) Venues: 13th January**
The minutes of this meeting were not available; Cllr. Ian Bell gave an overview of the meeting, which was NOTED
- c) Youth Services 8th January**
Cllr. James Gregory gave an overview of the meeting the minutes were received and NOTED
- d) Strategic Working Party 11th December**
Cllr David Price gave an overview of the first Strategic Working Party meeting and highlighted the following recommendations:
1. Update the asset replacement fund register stripping out items that could be considered capital projects. The asset replacement fund should only contain items that would seriously hamper Town Council proceedings if they failed.
 2. Every Committee should produce a maintenance plan
 3. Finance and Audit should meet bi-monthly to enable more effective financial control.
 4. Meet Badnell Properties (Cllrs Price, Wise and the Clerk) to discuss their intentions as was previously agreed at council and meeting.
 5. Develop a cohesive IT Strategy.
 6. All Committees to review terms of reference to be agreed by Full Council and these be published on website.
 7. Faringdon Neighbourhood Plan should form part of future policy. Councillors should all be well informed of the policies in the plan. Cllr. Mike Wise to give a presentation at a future Town Council Meeting.
 8. All Committees to develop a 3 year plan.

It was proposed that council agree the recommendations. This was seconded and CARRIED.

e) Recording of Meetings Working Party 7th January

Cllr Alex Meredith gave an overview of the first Recording of Meetings Working Party meeting and highlighted the following recommendations:

1. Faringdon Town Council will record all Full Council meetings. A policy will be created to ensure free debate is protected.
2. Faringdon Town Council will record any committee meetings if a member of the public or press elects to record. This will protect the council against edited versions being published.
3. Recordings will be saved for a period of one year and will be accessible to the public upon request.
4. From May 2015 Full Council Meeting recordings will be published on the Town Council Website in full. The necessary approved software will be sourced and a policy written.

It was proposed that council agree the recommendations. This was seconded and CARRIED.

12/1/15 Neighbourhood Plan

Cllr Mike Wise reported that, following the decision to include protection of green spaces, the entire Faringdon Neighbourhood Plan will need to be resubmitted, this would include another 6 week public consultation in the town plus a 6 week consultation by the VowHDC. The resubmission has resulted in a considerable amount of work which should be completed by late next week.

The following green spaces will be included:

Tucker Park, Oakwood Park, Town Park, Folly Woodland, Humpty Hill, Pye Street Park, Marlborough Gardens Park, Folly Park, Coleshill Drive play area and Volunteer Way play area.

13/1/15 Parking Survey

Members received the following recommendation from Planning and Highways Committee:

Planning & Highways Committee recommends that Town Council accepts the Faringdon Parking Survey Draft Executive Summary & Recommendations & First Draft Report. (Please note, members of the Planning & Highways Committee have already received copies of these documents last week.) Subject to approval by Town Council, the report will then be presented by Gary Kay Smith Limited to VWHDC for its comment and approval.

It was proposed that Town Council Accept this recommendation and The report go to public consultation at the Town Meeting on 26th January where Gary Smith will present the report. This was seconded and CARRIED. Members were asked to forward any comments on the report to Gary Smith at parking@garykaysmith.co.uk

14/1/15 Parish Transport Representative

It was proposed that Cllr. Ian Bell act as Parish Transport Representative. This was seconded and CARRIED. The next parish transport meeting is on the 16th January 2015.

15/1/15 Devolved Election Count

Members received a report from the Town Clerk who explained that VWHDC had offered Town Council's the option of hosting the count of their elections in May 2015. It was proposed that the count remain in Abingdon for 2015 but this option be revisited for future elections. This was seconded and CARRIED.

16/1/15 Emergency Plan

The Clerk reported that she had received emails from OCC requesting that parishes formulate an emergency plan. It was proposed that the Strategic Working Party investigate this further ensuring that other agencies including VWHDC, the Police and Fire Service were consulted. This was seconded and CARRIED.

17/1/15 Calendar of Meetings

Members considered the draft Calendar of Meetings for 2015/16. Cllr. Ian Bell informed the meeting that the Venues Committee had requested to change their meeting to Wednesdays. The clerk was asked to make the necessary changes, if this was possible, and resubmit the calendar to the next meeting.

18/1/15 Items for Information Only

There were no items for information.

19/1/15 Correspondence

The contents of the correspondence box were NOTED.