

FARINGDON TOWN COUNCIL

The Pump House, 5 Market Place FARINGDON, Oxfordshire, SN7 7HL

Telephone 01367 240281

www.faringdowntowncouncil.gov.uk

Clerk: Sally Thurston



Minutes of a Town Council meeting

held on Wednesday 11th January 2017 at 7.15 pm in the Jubilee Room, the Pump House, Faringdon.

PRESENT: Cllrs **Mike Wise** **(Town Mayor)**
 David Barron
 Kiera Bentley
 Jane Boulton
 Al Cane
 James Famakin
 Angela Finn
 Mark Greenwood
 Richard Marsh
 Andrew Marsden
 Pauline Beesley

In Attendance: **Sally Thurston, Town Clerk**
 D/Cllr. Roger Cox
 C/Cllr. Judith Heathcoat
 Sgt. Ryan James

- 1/1/17** **Apologies for Absence**
Apologies from the following were NOTED: Cllrs Julie Farmer, Patrick Middleton and Steve Leniec.
D/Cllr. Mohinda Kainth.
- 2/1/17** **Minutes of last meeting**
The minutes for the meeting of Wednesday 14th December 2016 were signed as a correct record.
- 3/1/17** **Declarations of Interest**
No declarations of interest were made at this time.
- 4/1/17** **Public Question Time**
None received.
- 5/1/17** **Public Speaking Time**
None.
- 6/1/17** **Reports from Outside Bodies**
Sgt. Ryan James from Thames Valley Police submitted a report which was NOTED with thanks. The report would be made available on the Town Council website.
- 7/1/17** **County Councillor's report**
County Cllr Judith Heathcoat submitted a written report which was NOTED.
- 8/1/16** **District Councillors' Report**
District Cllr Roger Cox submitted a written report which was NOTED.
- 9/1/17** **Chairman's Activity Report**

Cllr Wise submitted a written report which was NOTED. It was agreed that he would represent the Town Council at the 50th anniversary of the twinning between Le Mêle-sur-Sarthe and Falkenstein to be held in Le Mêle in May.

10/1/16

Reports from Committees

Members NOTED minutes and reports of the following committee meetings and working parties including decisions taken under delegated authority:

(a) *Finance and Audit* 9th January

(b) *Planning & Highways:* 3rd January

(c) *Recreation and Open Spaces* 4th January

Members recorded their thanks and congratulations to the Town Council Tidy Team for their excellent work in 2016.

(d) *Youth Services* 5th January

(e) *Venues* 9th January

11/1/17

Committee Review

To received and considered a recommendation from the Town Clerk to review the Town Council committees and meetings. It was PROPOSED that:

1. Planning and Highways meetings be reduced to one per calendar month, two weeks after Full Council. Urgent applications with deadlines can be discussed at Full Council.
2. Merge R&OS and Venues committees into one Facilities committee.
3. Expand the Youth Services committee to encompass the whole community to oversee community initiatives and manage partnerships.
4. Formally schedule two strategic working party meetings per year.

This was SECONDED and CARRIED.

Members were asked to review the Terms of Reference for the proposed new committees and communicate any comments to the Town Clerk

12/1/17

Faringdon Neighbourhood Plan

Cllr. Marsden informed members that as a result of the Vale of White Horse Council meeting of 12th December 2015, Faringdon now had a made Neighbourhood Plan. The FNP would now form part of the planning policy, alongside the Local Plan, and used to make decisions on planning applications in the Faringdon Parish. The Council now needed to develop a mechanism to explore and begin to implement the policies in the plan with the council structure. This was NOTED.

13/1/17

Clerk's Report & Schedule of Payments

Cllr .Wise PROPOSED the following bills be authorised and paid this was SECONDED by Cllr. Barron and CARRIED.

| CLERK'S REPORT January 2017 | | |
|---|---------------------------------|--------------------|
| December Salaries | | |
| Salaries by BACS | Salaries | £ 12,493.93 |
| HMRC by BACS | Tax and NI | £ 1,627.08 |
| OCC by Cheque | Pension Contributions | £ 3,418.87 |
| Cheque payments | | |
| Microshade | Hosted IT | £ 237.60 |
| Budgens | Youth Services Supplies | £ 16.50 |
| Filmbank | Film License | £ 99.60 |
| Alto Digital | Copier Costs | £ 82.12 |
| Faringdon Newspapers | Advertising / Papers for resale | £ 4.20 |
| Automotive leasing | Van Lease | £ 175.48 |
| Sign Sense | Sign Audit (s106) | £ 358.40 |
| Active Plumbing supplies | Plumbing maintenance | £ 14.96 |
| PHS | Sainitary Disposal | £ 256.46 |
| Selkirk Harris Flooring Ltd | P/House replacement vinal | £ 1,140.40 |
| Faringdon Rotary | 4 x Sm Xmas trees | £ 92.00 |
| Soundsmith | Hearing loop cinema | £ 3,841.50 |
| Oxfordshire Youth | 2 x YW Conference | £ 60.00 |
| Quidne IT | Laptop (s106) | £ 362.40 |
| B&W Lift Services LTD | Lift Service | £ 384.00 |
| B&W Lift Services LTD | OTH Lift repair | £ 711.00 |
| Viking | Stationery | £ 115.10 |
| Playdale | Oakwood Rubber surface | £ 7,317.66 |
| Seldram Supplies | Cleaning | £ 54.72 |
| OALC | Training | £ 275.00 |
| FIC Payments | | |
| L Hounam | Agency | £ 110.25 |
| CPRE Oxon | Stock | £ 30.00 |
| GRANTS AWARDED - Finance and Audit 9/1/2017 min no: 7/1/17 | | |
| Wantage Independent Advice | Grant | £ 1,500.00 |
| Citizens Advice | Grant | £ 2,095.00 |
| Live at the Park | Grant | £ 200.00 |
| Faringdon Beer Festival | Grant | £ 400.00 |
| Direct Debits | | |
| Coop Bank | Credit Card | £ 370.28 |
| Associated Networks | Web Hosting | £ 22.80 |
| VWHDC | Pump House Rates | £ 358.00 |
| | C/EX Rates | £ 969.00 |
| Fuel Card Services | Van / tractor Fuel | £ 1.20 |
| O2 | Mobile Phones | £ 43.32 |
| Mainstream | Phone | £ 152.20 |
| Co-Op bank | Sweep Fee | £ 30.00 |
| Bristish Gas | P/House Gas | £ 58.18 |
| Total Town Council Invoices | | £ 39,479.21 |

14/1/17 Standing Orders

Members received and considered an updated draft of Town Council Standing Orders. It was PROPOSED that Standing Order 3i be amended to 'A person shall raise his hand when requesting to speak and shall not normally be expected to stand when speaking.' This was SECONDED and CARRIED.

It was PROPOSED that with this amendment this DRAFT of Faringdon Town Council standing orders be ADOPTED. This was SECONDED and CARRIED.

15/1/17 Sign Audit

- a) Members received and NOTED conclusions of recent sign audit. Cllr Wise informed members that the S106 working party would go through the audit in detail. Any comments or suggestions regarding the recommendations should be sent to the Town Clerk.
- b) Members received and considered a quotation of £2594 from Sign Sense for a detailed design survey and provision of works package based on agreed recommendations, this would include on-going consultation with FTC and OCC, assistance with supply chain and benchmarking of prices; Setting out, site supervision and inspection as appropriate. It was PROPOSED that this quote be accepted. This was SECONDED and CARRIED.
- c) Members received a brief outline of proposals to install a circular notice board to replace the tree guard around a tree in the Market Place. Members AGREED this idea in principal and looked forward to receiving detailed designs.

16/1/17 School Flashing Amber Lights near Faringdon Community College

Members received a report from Faringdon Traffic Advisory Committee regarding the provision of lights. There was no data available to support a need for the lights. Members felt that lights were not necessary at this site because of the speed of traffic and age of children. This was AGREED.

17/1/17 Review of Councillors' Expenses Questionnaire

Cllr. Wise informed members that he would be attending a meeting on 26/1/17 to discuss the results of this survey and asked if members would like anything raised. Members felt that if expenses were available to cover costs of being a Councillor such as baby sitting costs this may encourage more interest in the role. Costs of being a Councillor should not exclude members of the community from standing.

18/1/17 Items for Information Only

Members were informed that:

- The first meeting of the Emergency Planning Working Party would be held on 17/1/16.
- Two volunteers had come forward for the post of Citizens Advice Adviser based in Faringdon as a result of the Councillors' survey at the Saturday market.

19/1/17 Correspondence

Members received and NOTED, for information only, correspondence from 14th December up to and including 11th January 2017.

The meeting closed at 9.05pm.